



Ordinary Meeting

Date of meeting: 14 June 2022
Location: Council Chambers
Time: 6:30 p.m.

BUSINESS PAPER

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ORDINARY MEETING
Procedural Matters
Meeting Date: 14 June 2022

PROCEDURAL MATTERS

Welcome

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

The General Manager will address the Council meeting, mentioning:

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

Attendance

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

Statement of Ethical Obligations

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

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

Apologies and Leave of Absence or Attendance by Audio-Visual Link

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.

Condolences - Mr Sid Kelly OAM

ORDINARY MEETING

Procedural Matters

Meeting Date: 14 June 2022

Ordinary

Section 1

Confirmation of minutes

ORDINARY MEETING

SECTION 1 - Confirmation of Minutes

Meeting Date: 14 June 2022

SECTION 1 - Confirmation of Minutes



Ordinary Meeting

Date of meeting: 10 May 2022
Location: Council Chambers and by Audio-Visual Link
Time: 6:30 p.m.

MINUTES

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ORDINARY MEETING

Minutes: 10 May 2022

Minutes of the Ordinary Meeting held at the Council Chambers, Windsor, on 10 May 2022, commencing at 6:30pm.

Welcome

The Mayor, Councillor Patrick Conolly acknowledged the Indigenous Heritage.

The General Manager addressed the Council meeting, mentioning:

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

ATTENDANCE

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

By Audio-Visual Link: Councillor Nathan Zamprogno.

ALSO PRESENT: General Manager – Elizabeth Richardson, Director City Planning - Linda Perrine, Director Infrastructure Services – Will Barton, Director Support Services - Laurie Mifsud, Manager Corporate Communication - Suzanne Stuart, Deputy Chief Financial Officer – Vanessa Browning, Manager Parks and Recreation – Sean Perry, Manager City Design and Economic Development - Amanda Kearney, Manager Corporate Services and Governance - Charles McElroy and Administrative Support Coordinator - Tracey Easterbrook.

APOLOGIES AND LEAVE OF ABSENCE

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

The Mayor, Councillor Patrick Conolly advised that a request was received from Councillor Nathan Zamprogno to attend the Council Meeting on 10 May 2022 by audio-visual link.

101 RESOLUTION:

RESOLVED on the motion of Councillor Lyons-Buckett and seconded by Councillor Reardon that approval be granted for Councillor Zamprogno to attend the Council Meeting on 10 May 2022 by audio-visual link.

Councillor Zamprogno arrived at the meeting at 7pm.

DECLARATIONS OF INTEREST

Councillor Richards declared interests on Items 083, 084, 093 and 095.

ORDINARY MEETING

Minutes: 10 May 2022

Acknowledgement of Official Visitors to the Council

There were no official visitor to the Council.

SECTION 1 - Confirmation of Minutes

102 RESOLUTION:

RESOLVED on the motion of Councillor Veigel and seconded by Councillor Reardon that the Minutes of the Ordinary Meeting held on the 12 April 2022, be confirmed.

AGENDA ITEMS

103 RESOLUTION:

RESOLVED on the motion of Councillor Veigel, seconded by Councillor Wheeler that Items 093 and 095 be brought forward in the agenda to be dealt with after the agenda items subject to public address.

ORDINARY MEETING

Minutes: 10 May 2022

SECTION 3 – Reports for Determination

GENERAL MANAGER

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

Directorate: General Manager

MOTION:

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

Refer to RESOLUTION

104 RESOLUTION:

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

That:

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

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

Against the Motion: Councillor Dogramaci.

Absent: Nil.

ORDINARY MEETING

Minutes: 10 May 2022

Item: 083 **GM - WestInvest Program - (79351)**

Directorate: General Manager

Councillor Richards declared a significant non-pecuniary conflict of interest in this matter conflicts with her candidacy for the Federal Election. She left the Chamber and did not take part in voting or discussion on the matter.

A MOTION was moved by Councillor Sheather, seconded by Councillor Veigel.

That Council:

1. Prepare and lodge applications for the following projects under the WestInvest Program - Community Project Fund - Local Government Allocation, as outlined in the report:
 - a) Wayfinding Signage - Getting Around and Discovering the Hawkesbury.
 - b) Woodbury Reserve, Glossodia Upgrade.
 - c) Fernadell Park and Community Facility, Pitt Town Development.
2. Prepare and lodge applications for the following projects under the WestInvest Program - Community Project Fund - Competitive Round, as outlined in the report:
 - a) Cycleway Bridge over Rickabys Creek, Windsor.
 - b) North Richmond Community Precinct - Library, Arts, Recreation and Evacuation Centre.
 - c) Colbee Park, McGraths Hill Upgrade.
 - d) McQuade Park, Windsor Upgrade.
 - e) Oasis Aquatic and Fitness Centre, South Windsor Improvements.
 - f) Richmond Swimming Centre Upgrade.
 - g) Turnbull Oval, North Richmond - Grandstand and Amenities Upgrade.
 - h) Kurrajong to Kurmond Cycleway.
 - i) Road Safety Project - Accessible Crossing Points at Macquarie Street, South Windsor.
 - j) Tamplin Field, Hobartville Redevelopment.
3. Following more detailed project costing, should Council's allocation of \$22.574 million not be exhausted, delegation be granted to the General Manager to submit additional projects (or stages thereof) if required. Projects shall be from the ten nominated to be otherwise submitted as part of the Community Competitive Round.

ORDINARY MEETING

Minutes: 10 May 2022

An AMENDMENT was moved by Councillor Zamprogno.

That Council:

1. Prepare and lodge applications for the following projects under the WestInvest Program - Community Project Fund - Local Government Allocation, as outlined in the report:
 - a) Wayfinding Signage - Getting Around and Discovering the Hawkesbury.
 - b) Woodbury Reserve, Glossodia Upgrade.
 - c) Fernadell Park and Community Facility, Pitt Town Development.
2. Prepare and lodge applications for the following projects under the WestInvest Program - Community Project Fund - Competitive Round, as outlined in the report:
 - a) Cycleway Bridge over Rickabys Creek, Windsor.
 - b) North Richmond Community Precinct - Library, Arts, Recreation and Evacuation Centre.
 - c) Colbee Park, McGraths Hill Upgrade.
 - d) McQuade Park, Windsor Upgrade.
 - e) Oasis Aquatic and Fitness Centre, South Windsor Improvements.
 - f) Richmond Swimming Centre Upgrade.
 - g) Turnbull Oval, North Richmond - Grandstand and Amenities Upgrade.
 - h) Kurrajong to Kurmond Cycleway.
 - i) Road Safety Project - Accessible Crossing Points at Macquarie Street, South Windsor.
 - j) Tamplin Field, Hobartville Redevelopment.
3. Following more detailed project costing, should Council's allocation of \$22.574 million not be exhausted, delegation be granted to the General Manager to submit additional projects (or stages thereof) if required on the basis that the two preferred projects be the Kurrajong to Kurmond Cycleway and the Colbee Park, McGraths Hill Upgrade. Projects shall be from the ten nominated to be otherwise submitted as part of the Community Competitive Round.

There was no seconder for the amendment and the amendment lapsed.

ORDINARY MEETING

Minutes: 10 May 2022

MOTION:

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

Refer to RESOLUTION

105 RESOLUTION:

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

That Council:

1. Prepare and lodge applications for the following projects under the WestInvest Program - Community Project Fund - Local Government Allocation, as outlined in the report:
 - a) Wayfinding Signage - Getting Around and Discovering the Hawkesbury.
 - b) Woodbury Reserve, Glossodia Upgrade.
 - c) Fernadell Park and Community Facility, Pitt Town Development.
2. Prepare and lodge applications for the following projects under the WestInvest Program - Community Project Fund - Competitive Round, as outlined in the report:
 - a) Cycleway Bridge over Rickabys Creek, Windsor.
 - b) North Richmond Community Precinct - Library, Arts, Recreation and Evacuation Centre.
 - c) Colbee Park, McGraths Hill Upgrade.
 - d) McQuade Park, Windsor Upgrade.
 - e) Oasis Aquatic and Fitness Centre, South Windsor Improvements.
 - f) Richmond Swimming Centre Upgrade.
 - g) Turnbull Oval, North Richmond - Grandstand and Amenities Upgrade.
 - h) Kurrajong to Kurmond Cycleway.
 - i) Road Safety Project - Accessible Crossing Points at Macquarie Street, South Windsor.
 - j) Tamplin Field, Hobartville Redevelopment.
3. Following more detailed project costing, should Council's allocation of \$22.574 million not be exhausted, delegation be granted to the General Manager to submit additional projects (or stages thereof) if required. Projects shall be from the ten nominated to be otherwise submitted as part of the Community Competitive Round.

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

Against the Motion: Councillor Dogramaci.

Absent: Councillor Richards.

ORDINARY MEETING

Minutes: 10 May 2022

INFRASTRUCTURE SERVICES

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

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

Directorate: Infrastructure Services

Councillor Richards declared a significant non-pecuniary conflict of interest in this matter as it conflicts with the Federal Election. She left the Chamber and did not take part in voting or discussion on the matter.

MOTION:

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

Refer to RESOLUTION

106 RESOLUTION:

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

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

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

Against the Motion: Nil.

Absent: Councillor Richards.

ADJOURNMENT OF MEETING

The Mayor adjourned the meeting at 8:31pm for a short break. The meeting resumed at 8:42pm.

ORDINARY MEETING

Minutes: 10 May 2022

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

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

Directorate: Infrastructure Services

MOTION:

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

Refer to RESOLUTION

107 RESOLUTION:

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

That:

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

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

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 10 May 2022

SUPPORT SERVICES

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

Previous Item: 118, Ordinary (29 June 2021)

Directorate: Support Services

Mr William Sneddon addressed Council, speaking against the recommendation in the business paper.

MOTION:

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

Refer to RESOLUTION

108 RESOLUTION:

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

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

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

Against the Motion: Nil.

Absent: Councillor Zamprogno.

ORDINARY MEETING

Minutes: 10 May 2022

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

Previous Item: 097, Ordinary (25 May 2021)

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

109 RESOLUTION:

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

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

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

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 10 May 2022

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

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

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

110 RESOLUTION:

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

That:

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

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

Against the Motion: Councillor Dogramaci.

Absent: Nil.

ORDINARY MEETING

Minutes: 10 May 2022

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

Directorate: Support Services

A MOTION was moved by Councillor Kotlash, seconded by Councillor Calvert.

That:

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

An AMENDMENT was moved by Councillor Richards, seconded by Councillor Lyons-Buckett.

That:

1. The annual fee for Councillors for 2022/2023 to be set at \$24,320.
2. The additional annual fee for the Mayor be set at \$60,080, and the Deputy Mayor's additional annual fee be set at \$9,012, to be deducted from the Mayor's \$60,080 annual fee.

For the Amendment: Councillors Dogramci, Lyons-Buckett, Richards, Veigel, Wheeler and Zamprogno.

Against the Amendment: Councillors Conolly, Calvert, Djuric, Kotlash, Reardon and Sheather.

Absent: Nil.

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

MOTION:

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

Refer to RESOLUTION

111 RESOLUTION:

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

That:

1. The annual fee for Councillors for 2022/2023 to be set at \$24,320.
2. The additional annual fee for the Mayor be set at \$60,080, and the Deputy Mayor's additional annual fee be set at \$9,012, to be deducted from the Mayor's \$60,080 annual fee.

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

Against the Motion: Councillors Calvert and Kotlash.

Absent: Nil.

ORDINARY MEETING

Minutes: 10 May 2022

EXTENSION OF MEETING

112 RESOLUTION:

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

That the meeting continue past 11pm to allow the Business Paper to be completed.

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

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

113 RESOLUTION:

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

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

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

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 10 May 2022

SECTION 4 – Reports of Committees

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

Directorate: Infrastructure Services

MOTION:

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

Refer to RESOLUTION

114 RESOLUTION:

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

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

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

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 10 May 2022

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

Directorate: City Planning

MOTION:

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

Refer to RESOLUTION

115 RESOLUTION:

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

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

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

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

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

ORDINARY MEETING

Minutes: 10 May 2022

4. Council endorse the Committee Recommendations in respect of Item 4 (Hawkesbury City Council Electric Vehicle Scoping Paper), namely:

That Council:

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

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

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

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 10 May 2022

SECTION 5 – Notices of Motion

Item: 093

NM1 - Cornwallis Road Drainage Pipes - (155346, 79351)

Councillor Richards declared a significant non-pecuniary conflict of interest in this matter as it conflicts with the Federal Election. She left the Chamber and did not take part in voting or discussion on the matter.

A MOTION was moved by Councillor Dogramaci, seconded by Councillor Reardon.

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

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

For the Motion: Councillors Dogramaci and Zamprogno.

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

Absent: Councillor Richards.

The Motion was lost.

ORDINARY MEETING

Minutes: 10 May 2022

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

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

MOTION:

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

Refer to RESOLUTION

116 RESOLUTION:

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

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

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

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

Against the Motion: Councillors Calvert, Kotlash and Sheather.

Absent: Councillor Zamprogno.

ORDINARY MEETING

Minutes: 10 May 2022

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

Councillor Richards declared a significant non-pecuniary conflict of interest in this matter as it conflicts with the Federal Election. She left the Chamber and did not take part in voting or discussion on the matter.

Mr Grant Gerrish addressed Council, speaking against the recommendation in the business paper.

A MOTION was moved by Councillor Dogramaci, seconded by Councillor Reardon.

That Council hold a Councillor Briefing Session to discuss the Windsor Mall revitalisation project.

An AMENDMENT was moved by Councillor Wheeler, seconded by Councillor Veigel.

That Council:

1. Hold a Councillor Briefing Session to discuss the Windsor Mall revitalisation project.
2. Note that the work will continue based on current plans.

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

Against the Amendment: Councillors Dogramaci, Kotlash and Sheather.

Absent: Councillor Richards.

The Amendment was carried.

MOTION:

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

Refer to RESOLUTION

117 RESOLUTION:

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

That Council:

1. Hold a Councillor Briefing Session to discuss the Windsor Mall revitalisation project.
2. Note that the work will continue based on current plans.

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

Against the Motion: Councillor Kotlash.

Absent: Councillor Richards.

ORDINARY MEETING

Minutes: 10 May 2022

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

Mr Michael Want addressed Council, speaking against the recommendation in the business paper.

MOTION:

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

Refer to RESOLUTION

118 RESOLUTION:

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

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

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

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

Absent: Nil.

ORDINARY MEETING

Minutes: 10 May 2022

QUESTIONS FOR NEXT MEETING

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

Further questions and answers and comments to the Questions Taken on Notice at the Council Meeting on 12 April 2022, were provided.

ORDINARY MEETING

Minutes: 10 May 2022

CONFIDENTIAL REPORTS

119 RESOLUTION:

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

That:

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

Item: 098 CP – Community Representation on Hawkesbury Heritage Committee – (124414, 80242)

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(a) of the Local Government Act, 1993 as it relates to personnel matters concerning particular individuals (other than councillors).*

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

*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 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.*

Item: 100 SS – Audit Risk and Improvement Committee (ARIC) – (95496, 91369)

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(a) of the Local Government Act, 1993 as it relates to personnel matters concerning particular individuals (other than Councillors).*

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

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

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

120 RESOLUTION:

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

ORDINARY MEETING

Minutes: 10 May 2022

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

Directorate: City Planning

MOTION:

The General Manager advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Reardon, seconded by Councillor Lyons-Buckett.

Refer to RESOLUTION

121 RESOLUTION:

The General Manager advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Reardon, seconded by Councillor Lyons-Buckett.

That Council:

1. Appoint the following community representatives for community members of the Heritage Committee until September 2024:
 - Michael Edwards
 - Graham Edds
 - Jan Barkley-Jack
 - Cheryl Ballantyne
 - Gaye Wilson
 - Deborah Hallam
 - Michelle Nichols
 - John Moxon
 - Erin Wilkins
2. Advise all applicants of Council's determination and thank them for their interest in this matter.

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

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 10 May 2022

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

Previous Item: 049, Ordinary (9 March 2021)

Directorate: Support Services

MOTION:

The General Manager advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Wheeler, seconded by Councillor Lyons-Buckett.

Refer to RESOLUTION

122 RESOLUTION:

The General Manager advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Wheeler, seconded by Councillor Lyons-Buckett.

That:

1. Council agree to the Assignment of Lease for the property known as Deerubbin Centre Café, 300 George Street, Windsor, from Brittainia Catering to Windlore Pty Ltd, as outlined in this report.
2. Authority be given for the Assignment of 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 Assignor and proposed Assignee, 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 Conolly, Calvert, Djuric, Dogramci, Kotlash, Lyons-Buckett, Reardon, Richards, Sheather, Veigel, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 10 May 2022

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

Previous Items: 056, Extraordinary (15 March 2022)

Directorate: Support Services

MOTION:

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

Refer to RESOLUTION

123 RESOLUTION:

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

That Council:

1. Appoint an independent chair and two independent members of Council's Audit, Risk and Improvement Committee until the end of the current Council term in September 2024 as follows, subject to satisfactory reference checks.
 - Independent Chair: Michael Quirk
 - Independent Members: Rhonda Wheatley
 Rachel Harris
2. Delegate to the General Manager the authority to appoint the next highest ranked candidate for the position of independent chair and independent member, if any of the appointed members do not accept their appointment or their reference checks are not satisfactory.
3. Appoint Councillor Lyons-Buckett as the non-voting Councillor of Council's Audit, Risk and Improvement Committee until the end of the current Council term in September 2024.

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

Against the Motion: Nil.

Absent: Nil.

The meeting terminated at 11:26pm.

Submitted to and confirmed at the Ordinary meeting held on 14 June 2022.

.....
Mayor

Ordinary

Section **2**

Mayoral minutes

ORDINARY MEETING
SECTION 2 – Mayoral Minute
Meeting Date: 14 June 2022

SECTION 2 – Mayoral Minutes

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

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

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

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

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

Ordinary

Section 3

Reports
for determination

ORDINARY MEETING

SECTION 3 – Reports for Determination

Meeting Date: 14 June 2022

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 14 June 2022

SECTION 3 – Reports for Determination

GENERAL MANAGER

Item: 101 **GM - Draft 2022-2042 Community Strategic Plan, Draft 2022-2026 Delivery Program, Draft 2022/2023 Operational Plan and Draft 2022-2032 Long Term Financial Plan - (79351, 95496, 96332)**

Previous Item: 074, Ordinary (12 April 2022)

Directorate: General Manager

PURPOSE OF THE REPORT:

The purpose of this report is to consider submissions received regarding the exhibited Draft 2022-2042 Community Strategic Plan, Draft 2022-2026 Delivery Program, Draft 2022-2032 Long Term Financial Plan and Draft 2022/2023 Operational Plan and to make and fix rates and charges for the year ending 30 June 2023.

EXECUTIVE SUMMARY:

At the Ordinary Meeting of Council held on 12 April 2022, consideration was given to a report in relation to the following Integrated Planning and Reporting documents:

- Draft 2022-2042 Community Strategic Plan
- Draft 2022-2036 Delivery Program
- Draft 2022-2032 Long Term Financial Plan
- Draft 2022/2023 Operational Plan.

At that meeting, Council resolved that the report be received, and these documents be adopted for exhibition purposes and advertised in accordance with the Local Government Act 1993.

Council also adopted to exhibit the Draft 2022/2023 Operational Plan with two alternative rating structures, being a 30% Base Rate plus an ad valorem rate applied to the land value, and a 50% Base Rate plus an ad valorem rate applied to the land value.

A resolution was also made by Council that the exhibition of the plans include the notional rates yield based on the 0.8% rate peg and the notional rates yield based on 2.5%, should the Additional Special Variation be approved by the Independent Pricing and Regulatory Tribunal (IPART).

In addition, Council resolved that these documents be reported back to Council post the public exhibition period to consider:

- Public submissions received.
- The adoption of the Draft 2022-2042 Community Strategic Plan, Draft 2022-2036 Delivery Program, Draft 2022-2032 Long Term Financial Plan, and Draft 2022/2023 Operational Plan.
- The making and fixing of the rates and charges for the 2022/2023 financial year.

This report considers the submissions received and makes the recommendation to adopt the changes to the documents and to make and fix rates and charges for the year ending 30 June 2023.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 14 June 2022

RECOMMENDATION:

That:

1. The report regarding the exhibited Draft 2022-2042 Community Strategic Plan, Draft 2022-2026 Delivery Program, Draft 2022-2032 Long Term Financial Plan and Draft 2022/2023 Operational Plan be noted.
 2. The Draft 2022-2042 Community Strategic Plan, Draft 2022-2026 Delivery Program, and Draft 2022-2032 Long Term Financial Plan be adopted.
 3. The Draft 2022/2023 Operational Plan including the fees and charges, as placed on public exhibition, be adopted incorporating the amendments as outlined in the report including the rates in the dollar for 2022/2023 to incorporate valuation changes up to the final Rating Resolution.
 4. Council make the following rates, charges and rebates:
 - a) In accordance with Sections 494 of the Local Government Act 1993, Ordinary Rates are made as shown in Table 1 in this report, based on the 30% Base Amount and the outcome of the application for an Additional Special Variation.
 - b) In accordance with Section 496 of the Local Government Act 1993, Domestic Waste Management Charges are made as shown in Table 2 in this report.
 - c) In accordance with Section 501 of the Local Government Act 1993, Commercial Waste Management Charges are made as shown in Table 3 in this report.
 - d) In accordance with Section 501 of the Local Government Act 1993, Sewerage Service Charges are made as shown in Table 4 in this report.
 - e) In accordance with Section 501 and Section 502 of the Local Government Act 1993, Sullage Pump-out Service Charges are made as shown in Table 5 in this report
 - f) In accordance with Section 496A of the Local Government Act 1993, Stormwater Management Charges are made as shown in Table 6 in this report.
 - g) In accordance with Section 501 of the Local Government Act 1993, Drainage Management Charges are made as shown in Table 7 in this report.
 - h) In accordance with Sections 575 and 577 of the Local Government Act 1993, Pensioner Rebates are made as shown in Table 8 in this report.
 5. Council adopt an interest rate of 6.0% on overdue rates and charges, in accordance with Section 566(3) of the Local Government Act 1993.
 6. The persons and/or organisations that made submissions in response to the exhibition of Council's Draft 2022/2023 Operational Plan be advised of Council's decision in this regard and the relevant comments in the report.
-

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 14 June 2022

BACKGROUND

At its Meeting of Council held on 12 April 2022, consideration was given to a report r a report in relation to the following Integrated Planning and Reporting documents:

- Draft 2022-2042 Community Strategic Plan
- Draft 2022-2036 Delivery Program
- Draft 2022-2032 Long Term Financial Plan
- Draft 2022/2023 Operational Plan.

Council adopted the following resolution relevant to this report:

"That:

1. *The Draft 2022-2042 Community Strategic Plan, Draft 2022-2026 Delivery Program, Draft 2022/2023 Operational Plan and the Draft 2022-2032 Long Term Financial Plan attached as Attachments 1,2,3 and 4 to the report be approved for public exhibition and that Council give public notice of the exhibition of the draft documents for a minimum of 28 days, in accordance with Section 405 of the Local Government Act, 1993.*
2. *The exhibition of the Plans outlined in Part 1 include:*
 - a) *The rating structure proposed for 2022/2023 based on Residential Rate Category having two options:*
 - i. *A 30% Base Rate plus an ad valorem rate applied to the land value.*
 - ii. *A 50% Base Rate plus an ad valorem rate applied to the land value.*
3. *The exhibition of the Plans outlined in Part 1 include:*
 - a) *The notional yield based on 0.8% rate-peg and a 2.5% rate-peg.*
4. *The documents exhibited in accordance with Parts 1 and 2, be reported back to Council, post the public exhibition period, to consider any public submissions received and consider the adoption of these documents and to make and fix rates and charges for the year ended 30 June 2023."*

Relevant Legislation

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

DISCUSSION

Public Submissions

The Draft 2022-2042 Community Strategic Plan, Draft 2022-2026 Delivery Program, Draft 2022/2023 Operational Plan and Draft 2022-2032 Long Term Financial Plan were advertised and placed on public exhibition for a period of 28 days from the 19 April 2022 until the 16 May 2022 in accordance with legislative requirements.

The draft documents were circulated via Council's website, media releases, advertisement on Council Notices, through Council's social media platforms and by way of Council's online community portal *YourHawkesbury-YourSay*. The following table summarises the level of activity in 2022 compared with 2021 as tracked on *YourHawkesbury-YourSay*.

During the exhibition period, 136 submissions were received as detailed in this report, compared to 36 submissions received last year. The submissions have been considered and have not resulted in any amendments being required to any of the exhibited documents.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 14 June 2022

The submissions received are attached as Attachment 1 to this report.

A summary of the submissions and comments responding to the submissions is provided below:

Road	Summary of submission	Comment
Upper Colo Area		
Upper Colo Road	Sealing	The design component of the Upper Colo Road Gravel Road Resealing project has been included in the draft 2022/2023 Capital Works Program, with delivery anticipated in 2023/2024.
Wheelbarrow Ridge Road	Sealing	The design component of the Wheelbarrow Ridge Road Gravel Road Resealing project has been included in the draft 2022/2023 Capital Works Program, with delivery anticipated in 2023/2024.
Timber Bridge	Needs repair	Council has engaged a contractor for the replacement of the bridge, which was destroyed in the March 2021 Flood event.
North Richmond Area		
Maddens Lane	Pot holes, maintenance	This is a maintenance request and will be addressed through routine maintenance.
Crooked Lane	Pot holes, maintenance)	This is a maintenance request and will be addressed through routine maintenance.
Redbank	BLOR (Restoration)	This is a road owned by TfNSW and this will be sent to them.
Redbank Road 'S' bend	Verge needs clearing as vegetation obscures vision	This is a maintenance request and will be addressed through routine maintenance.
Grose Vale Road	Clearing verges and road maintenance near St John God	This is a maintenance request and will be addressed through routine maintenance.
Grose River Road	Overhaul	This relates to maintenance and a number of pavement failures. Maintenance will be addressed through routine maintenance and minor works.
Inalls Lane	Overhaul	This will have to be considered as part of the new Asset Management Strategy.
Greggs Road	Maintenance	This is a maintenance request and will be addressed through routine maintenance.
Ignatius Road	Upgrade	To be included in future capital works program as a rehab project.
Wilberforce Area		
King Road	Upgrade from abattoir to Grono Farm Road	This is included in 2022/2023 capital works program to be carried out.
Yarramundi Area		
Mahons Creek Road	Needs review due to increase traffic from development	This road has been included on the gravel sealing program and due to be constructed in a future capital works program.
East Richmond Area		
Bourke Street	High traffic area - requires rehab/overhaul	A segment was rehabilitated in capital works program in May 2022. Additional segment to be considered in future works program.

ORDINARY MEETING
SECTION 3 – Reports for Determination
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Road	Summary of submission	Comment
Webbs Creek/McDonald Valley/Forgotten Valley Area		
Webbs Creek Road	Sealing	Has not been considered for inclusion on the gravel road sealing program. Will be considered as part of the new Asset Management Strategy.
Settlers Road	Sealing	Identified for gravel road sealing but currently unfunded. Will be considered as part of the new Asset Management Strategy.
Wollombi Road	Potholes	This is a maintenance request and will be addressed through routine maintenance.
South Chaseling Road	Grading/maintenance	This is a maintenance request and will be addressed through routine maintenance.
Bilpin/Mt Lagoon Area		
Mt Lagoon Road	Sealing	Has not been considered for inclusion on the gravel road sealing program. Will be considered as part of the new Asset Management Strategy.
Valley Ridges Road	Rehabilitation	Not currently included in future works program but will be considered as part of the new Asset Management Strategy.
Glossodia/East Kurrajong Area		
Chestnut Drive Golden Valley Drive Spinks Road, Kentucky Drive	Maintenance	This is a maintenance request and will be addressed through routine maintenance. Rehabilitation of Chestnut Drive included in 2021/2022 Capital Works Program and has commenced (pavement design and preparation of Tender).
East Kurrajong Road / Bullridge Road, Royerdale Place	Maintenance	This is a maintenance request and will be addressed through routine maintenance.
Tennyson Road	Maintenance	This is a maintenance request and will be addressed through routine maintenance.
Old East Kurrajong Road	Sealing	Works have been completed. Further investigation to determine additional segments which may require inclusion in a future works program.
Wilberforce/Ebenezer Area		
Grono Farm Road	Rehabilitation	Works to be carried out under Disaster Recovery Funding Arrangements.
West Portland Road	Upgrade	Works to be carried out under Disaster Recovery Funding Arrangements.
Cumberland Reach	Boat Ramp - upgrade	Council does not have a formalised boat ramp at Cumberland Reach Reserve. The caravan park has one that looks like it is part of the road network, but is on private property. Council does have a formal ramp at the nearby reserve at Holmes drive.
Portland Head Road	Sealing	The design component of the Portland Head Road Gravel Road Resealing project has been included in the draft 2022/2023 Capital Works Program, with delivery anticipated in 2023/2024.

ORDINARY MEETING
SECTION 3 – Reports for Determination
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Road	Summary of submission	Comment
Agnes Banks Area		
Castlereagh Road	Potholes, loose gravel	This is a maintenance request and will be addressed through routine maintenance.
Signage	Limit compression brakes trucks	This request will be passed on to Transport for NSW for their action on the State Road network.
Lower Portland Area		
Greens Road	Rehabilitation	Several projects are proposed for Greens Road over the coming two financial years. Restoration of the damage incurred in the 2021 and 2022 natural disasters has commenced. Following the completion of these works, upgrade of a section of Greens Road on the climb out of Greens Creek and sealing of the length of Greens Road between the southern edge of seal and Juniors on Hawkesbury will take place.
Packer Road	Sealing	The sealing of Packer Road has been included in the 2022/2023 Capital Works Program.
Packer Road	Please pay attention to removing dangerous corner when rehabbing	Noted.
Kurrajong Area		
Warrigal Road	Repairs	This is a maintenance request and will be addressed through routine maintenance.
Florence Ave	Roadworks and kerb and gutter	Routine maintenance as required. Request for new kerb and gutter will be considered as part of the new Asset Management Strategy.
Pitt Town Area		
Old Pitt Town Road	Overhaul between Boundary and Scheyville Roads	Various locations are proposed for works in the 2022/2023 Capital Program. Additionally, Council will seek funding under Disaster Recovery Funding Arrangements.
Kurrajong Heights Area		
Pecks Road	Entry to Pecks - school buses bottom out so unable to enter due to dip in road	This issue will be investigated and appropriate action will be taken where it is warranted.
South Windsor Area		
Berger Road	Overhaul	To be included in future capital works program as a rehab project.
Brickfield Road	Sealing	Has not been considered for inclusion on the gravel road sealing program. Will be considered as part of the new Asset Management Strategy.
Roads in high traffic industrial areas	Increase durability of seal	Further investigations to be carried out in order to determine appropriate scope of works.
General		
	Use of chip seal not recommended - please stop using as potholes and cracks form easily using this medium and stones get flung easily	Properly applied and renewed flush seals (chip seals) are a standard industry method for the sealing of roads and generally represent the lowest whole-of-life cost to Council and the community. Converting existing flush seal wearing courses to asphalt concrete wearing courses has not been allowed for in Council's Long Term Financial Plan.

ORDINARY MEETING
SECTION 3 – Reports for Determination
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GENERAL INFRASTRUCTURE

Location	Summary of submission	Comment
Wilberforce	Shopping Centre Facade requires overall - not just landscaping	Council works with any businesses that seek to improve their shop front facades.
	Lacks recreation facilities for children	Playgrounds are centrally located at Wilberforce Park and McKensie Park.
	Cricket grounds need more seating and shade	Additional seating at this site has been identified by the Hawkesbury Sports Council and will be considered in their two and five year plans they have for each sport.

FOOTPATHS / CYCLEWAYS

Location	Summary of submission	Comment
McGraths Hill	Footpath / Bicycle pathway from Pitt Town to McGraths Hill	A section of footpath from Windsor Rd to Ivy Ave – Completed. Future and additional works would be subject to securing grant and carried out as per mobility plan.
	Footpath along Pitt Town Road - Australian Hotel to Ivy Ave requires link to Windsor Road	The unformed section of footpath to the end of Windsor Road remains an outstanding missing link. Council continues to raise with Transport for NSW the need to address underlying drainage issues with this section to enable the completion of the footpath.
South Windsor	Footpath - Drummond St between Macquarie and George to join existing footpaths	There is an existing concrete footpath on the southern side of Drummond St between Macquarie and George Streets.

PARKS / RESERVES

Location	Summary of submission	Comment
North Richmond	New park needed - not in Redbank	There are no plans to purchase a new park within the North Richmond area. Peel Park, will however be upgraded as part of the Voluntary Planning Agreement with Redbank and Council is applying for funding to upgrade the sections of Turnbull Park.
Bowen Mountain	Refurbish playground	Playgrounds are replaced, nominally every twenty years, subject to condition. This playground is 16 years of age and it will be considered for future renewal at the end of its useful life.
South Windsor	Berger Rd Reserve needs maintenance	This is a maintenance request and will be addressed through routine maintenance and minor capital works proposed for completion in 2022/2023.
Bligh Park	Upgrade Childers Park near Bounty Park	Playgrounds are replaced every twenty years subject to condition. This playground is 11 years of age and is not due for a replacement for a number of years. The last inspection did not identify any maintenance issues with the equipment.

ORDINARY MEETING
SECTION 3 – Reports for Determination
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PUBLIC SPACES - BUILT AND NATURAL SHADE / ENVIRONMENTAL

Summary of submission	Comment
Plan and budget in advance for built and natural shade in public spaces including playgrounds, parks, recreation and sporting facilities.	Both built and natural shade will be considered as part of costings for new playgrounds or park upgrades.
More solar power community centres, library etc	Currently 15 sites in the Local Government Area have solar power installed. Further sites will be considered when funding becomes available.
Introduce measures to manage issue of urban heat – happy that tree planting occurred along netball Courts. What areas will be planted with trees in 2022/2023.	Council to plant 319 trees as part of the Liveability Program. It is also undertaking a tree survey of its urban street trees to better understand what we have; the age and species as well as where there are gaps. Council has also applied for a grant for the development of an Urban Forest Strategy.

TOURISM

Location	Summary of submission	Comment
Kurrajong Heights	Tourist Drive / Tourist information centre/café needed	Council is upgrading the information board at Bellbird lookout. Schembraes Restaurant in Kurrajong currently acts as a Visitor Information Outlet.
	Walking Track at Lookout needs attention	Agreed. The walking track requires maintenance to improve its current condition and will be considered as part of the new asset strategy

TOURISM HERITAGE

Location	Summary of submission	Comment
Colonial Heritage	Hawkesbury's heritage not utilised as tourism attraction	Information on local heritage is shared through our Visitor Information Centre in free Heritage Highlight booklets for visitors and locals and on the Discover the Hawkesbury website and social media e.g. Pansy line tours, Belmont House, Hawkesbury Regional Museum events. The display at the Hawkesbury Regional Museum have a heritage focus.

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 14 June 2022

SEWER / EFFLUENT DISPOSAL

Location	Summary of submission	Comment
Kurrajong Heights	Remove pumpouts or improve current systems	Council to consider discussing the feasibility of the sewer network with Sydney Water and discuss long-term strategy for more areas to be incorporated in the network.
Bowen Mountain	Investigate solutions to effluent disposal and recycled water options	Council to consider discussing the feasibility of the sewer network with Sydney Water and discuss long-term strategy for more areas to be incorporated in the network.

RATES

Summary of submission	Comment
Rate increase unwelcome -already too high	Council has applied for an Additional Special Variation to increase the current rate peg of 0.8% to 2.5% with the Independent Pricing and Regulatory Tribunal to be able to fund the continuation of current service levels to the community. The costs of services have increased above this amount, as indicated by the latest annual CPI, being 4.4%.
Rate hike will see many people leave area - no value for money	The Independent Pricing and Regulatory Tribunal set the annual rate peg increase, with Hawkesbury being 0.8% - which is one of the lowest increases in Metropolitan Sydney and only 0.1% above the lowest possible rates increase in NSW. Council reviews the services provided on an on-going basis and welcomes specific feedback from the community on how improvements can be made to services provided.
Pay high rates for low grade service	Council reviews the services provided on an on-going basis and welcomes specific feedback from the community on how improvements can be made to services provided.
Suggest freeze rate rises for 2 years - allow people to get back on their feet	To continue to provide the current service levels to the community, an increase in rates is needed to offset the increase in costs paid by Council to provide these services. Council is able to accept payment arrangements and accepts hardship applications to support those experiencing difficulties in paying rates.
Recommend 30% option preferred option as won't stop increases	It is noted that most submissions in relation to the option of a 50% base method or 30% base method have supported the 30% base method.
Desires option to direct debit from credit card	Councils offers a range of options in relation to payment of rates, taking into consideration the cost of payment methods and the risk associated. At this stage, it is not deemed prudent to offer direct debit from credit card accounts.

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Summary of submission	Comment
50% base method is discriminatory toward below average property values - suggest different structure using suburb boundaries (centres of population) and allocation of rates where those living further away from main services pay discounted rate.as utilised by many regional councils	<p>It is noted that most submissions in relation to the option of a 50% base method or 30% base method have supported the 30% base method.</p> <p>Council reviews its rating structure on an annual basis and for the 2022/2023 financial year two options were considered regarding the percentage of notional yield collected via base amounts. Future reviews may consider a range of different options, including centres of population.</p>

GENERAL

- *When/where did the 'extensive community consultation' happen?*

The Draft 2022-2042 Community Strategic Plan, Draft 2022-2026 Delivery Program, Draft 2022/2023 Operational Plan and Draft 2022-2032 Long Term Financial Plan were advertised and placed on public exhibition for a period of 28 days from the 19 April 2022 until the 16 May 2022 in accordance with legislative requirements.

The draft documents were circulated via Council's website, media releases, advertisement on Council Notices, through Council's social media platforms and by way of Council's online community portal YourHawkesbury-YourSay. During the exhibition period, 136 submissions were received as detailed in this report, compared to 36 submissions received last year.

During the exhibition period, 136 submissions were received as detailed in this report, compared to 36 submissions received last year

- *How does one get to see future housing development and subdivision of rural lands bordering Box Hill?*

The NSW Government established the North West Priority Growth Area in order to provide for land release areas for homes and jobs which includes the Box Hill Precinct. Within the Hawkesbury Local Government Area, the North West Priority Growth Area includes the Vineyard Precinct, Stage 1 of which has been rezoned by the NSW Government to allow for a total of approximately 2,500 houses. There are further stages of the North West Growth Area within the Vineyard Precinct which the Department of Planning and Environment are still to undertake precinct planning for. Council's adopted Local Housing Strategy identifies that there is sufficient zoned land to meet our housing targets without having to consider rezoning additional land.

- *Allocation of funds for a comprehensive Koala Mapping and Management Plan*

Council will consider opportunities for funding a Koala Mapping and Management Plan as funding becomes available through state or commonwealth programs. A key part of consideration of such funding opportunities will be the capacity for staff to prepare grant applications, and if successful in delivering the project, especially considering existing projects and resources that are committed.

- *Allocation of funds towards an Environmental Officer position on Council staff*

Council will consider the establishment of an Environmental Officer as part of the development of future Operational Plans alongside other areas seeking resources to deliver services and meet outcomes across the Local Government Area.

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Amendments

No amendments have been made to the exhibited Draft 2022-2042 Community Strategic Plan, attached as Attachment 2 (distributed under separate cover).

No amendments have been made to the exhibited Draft 2022-2026 Delivery Program, attached as Attachment 3 (distributed under separate cover).

Several minor typographical errors and format changes have been identified in relation to the exhibited 2022/2023 Draft Operational Plan and the document has been amended accordingly. These amendments are reflected in the 2022/2023 Operational Plan attached as Attachment 4 (distributed under separate cover).

As stated in the Draft 2022/2023 Operational Plan placed on public exhibition, the rates in the dollar in the recommendation in this report differ slightly to those placed on public exhibition. It is prudent to incorporate the latest valuation changes available to ensure Council's valuation base remains as up to date as possible thereby maximising potential revenue.

No amendments have been made to the exhibited Draft 2022-2032 Long Term Financial Plan, attached as Attachment 5 (distributed under separate cover).

Making of Rates and Annual Charges for the 2022/2023 Financial Year

- *Rating Structure 2022/2023*

In December 2021, IPART announced a 0.7% general increase plus a 0.1% population index for the Hawkesbury to bring the total general rates increase to 0.8%, in terms of Section 506 of the Local Government Act 1993 for the rating year commencing 1 July 2022.

In March 2022, the Office of Local Government announced that Council could apply to IPART to increase the rate peg to 2.5%. At the meeting held 12 April 2022, Council resolved to apply for an Additional Special Variation.

Accordingly, the exhibition of the Draft 2022/2023 Operation Plan included both 0.8% and 2.5% rates increases. At the time of reporting, the outcome of the Additional Special Variation is yet to be announced.

As resolved by Council, the exhibition of the Draft 2022/2023 Operational Plan considered two rating structures: Option 1 incorporating a 30% base amount and Option 2 incorporating a 50% base amount. There were 7 submissions regarding which option was preferred, all in support of a 30% base amount. Therefore, it is recommended that Council continue with the current rating structure, incorporating a 30% base amount.

Table 1 below details the rate in the dollar and applicable base amount for each rating category in the Hawkesbury Local Government Area, displaying the 30% base amount, 50% base amount and the 0.8% rate peg and 2.5% rate peg. The 50% base amount is provided should Council which to adjust the rating structure to increase the base amount from 30% to 50%.

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Table 1 – Ordinary Rates 2022/2023

Rate	0.8% Rate Peg (ASV not approved)		2.5% Rate Peg (ASV approved)	
	Rate in \$	Base Amount	Rate in \$	Base Amount
30% Base Amount				
Residential	0.207872	\$442	0.212689	\$442
Farmland	0.187085	\$442	0.191420	\$442
Business Area 1	0.415744	\$442	0.425378	\$442
Business Area 2	0.415744	\$442	0.425378	\$442
Business Area Other	0.415744	\$442	0.425378	\$442
50% Base Amount				
Residential	0.156160	\$755	0.159324	\$765
Farmland	0.140544	\$755	0.143392	\$765
Business Area 1	0.312320	\$755	0.318648	\$765
Business Area 2	0.312320	\$755	0.318648	\$765
Business Area Other	0.312320	\$755	0.318648	\$765

Further details on rating categories, including properties covered by the Business sub-categories are shown in Attachment 4 to this report.

All relevant figures in the Operational plan document will be updated dependent upon whether the 30% or 50% base amount is adopted and the outcome of the Additional Special Variation application.

- *Domestic Waste Management Charges*

In accordance with Section 496 of the Local Government Act 1993, it is recommended that Council makes and levies the following Domestic Waste Management Charges.

Table 2 – Domestic Waste Management Charges 2022/2023

Description	Charge
Weekly Domestic (Inc. Green) Waste Mgt Charge 240L	\$715.85
Weekly Domestic Waste Mgt Charge 240L	\$626.20
Weekly Domestic (Inc. Green) Waste Mgt Charge 140L	\$485.75
Weekly Domestic Waste Mgt Charge 140L	\$396.10
Fortnightly Domestic Waste Mgt Charge 240L	\$396.10
Fortnightly Domestic Waste Mgt Charge 140L	\$278.15
Weekly Domestic Waste Service Availability Charge	\$181.00
Fortnightly Domestic Waste Service Availability Charge	\$90.50

- *Commercial Waste Management Charges*

In accordance with Section 501 of the Local Government Act 1993, it is recommended that Council makes and levies the following Commercial Waste Management Charges.

Table 3 – Commercial Waste Management Charges 2022/2023

Description	Charge
Weekly Business Waste Management Service 240L	\$916.10
Weekly Business Waste Management Service 140L	\$574.30
Fortnightly Business Waste Management Service 240L	\$641.30
Fortnightly Business Waste Management Service 140L	\$392.45

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- *Sewerage Service Charges*

In accordance with Section 501 of the Local Government Act 1993, it is recommended that Council makes and levies the following Sewerage Service Charges.

Table 4 – Sewerage Service Charges 2022/2023

Description	Charge
Sewer Residential Connected	\$954.30
Sewer Residential Unconnected	\$635.50
Sewer Business Unconnected	\$640.35
Sewer Business Category 1 (<1,000L per day)	\$1,110.75
Sewer Business Category 2 (1,001-5,000L per day)	\$5,569.40
Sewer Business Category 3 (5,001-10,000L per day)	\$11,094.50
Sewer Business Category 4 (10,001-20,000L per day)	\$22,121.20
Sewer Business Category 5 (> 20,000L per day)+	\$22,121.20
Trade Waste Volume Charge per kilolitre over 20,000L charged to Sewer Business Category 5 properties	\$3.57

- *Sullage Pump Out Service Charges*

In accordance with Section 501 and Section 502 of the Local Government Act 1993, it is recommended that Council makes and levies the following Sullage Pump-out Service Charges.

Table 5 – Sullage Pump-out Service Charges 2022/2023

Description	Charge
Fortnightly Sullage Pump-out Service <i>for residential properties</i>	\$2,670.50
Weekly Sullage Pump-out Service <i>for residential properties</i>	\$5,341.00
Additional Pump-out Service	\$171.10
Emergency After-Hours Pump-out Service	\$214.90
Commercial and Industrial Properties Pump-out Service on request (per 1,000 litres)	\$29.40

- *Stormwater Management Charges*

In accordance with Section 496A of the Local Government Act 1993, it is recommended that Council makes and levies the following Stormwater Management Charges.

Table 6 – Stormwater Management Charges 2022/2023

Description	Charge
Stormwater Management - Residential	\$25.00
Stormwater Management – Residential Strata	\$12.50
Stormwater Management – Business <i>per 350m² or part thereof, up to a maximum of \$1,500.00</i>	\$25.00
Stormwater Management – Business Strata <i>Pro-rata of business charge, based on land valuation apportionment</i>	<i>Pro-rata</i>

- *Drainage Management Charges*

In accordance with Section 501 of the Local Government Act 1993, it is recommended that Council makes and levies the following Drainage Management Charges.

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Table 7 – Drainage Management Charges 2022/2023

Description	Charge
Drainage Management - Residential	\$30.00
Drainage Management – Residential Strata	\$30.00

The Drainage Management Service Charge is only applicable to properties identified within the urban release area in North Richmond (Redbank). Properties in this area are not subject to the Stormwater Management Service Charge.

Table 8 – Pensioner Rebates 2022/2023

As outlined within the Revenue Policy section within Attachment 4, the following rebates are available for eligible pensioners.

Rate or Charge Applied Against	Rebate
Ordinary Residential Rates and Domestic Waste Service Charges	50% of aggregated rates and domestic waste service charges to a maximum of \$250
Residential Sullage Service Charge	50% of applicable charge
Sewer Residential Connected Charge	50% of charge, being \$477.15

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters that required Community Engagement under Council's Community Engagement Policy and public exhibition, in accordance with the Local Government Act 1993.

The draft documents were circulated via Council's website, media releases, advertisement on Council Notices, through Council's social media platforms and by way of Council's online community portal *YourHawkesbury-YourSay*.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Community

- 2.3 Community partnerships continue to evolve - Increase the range of local partnerships and plan for the future.

2.3.1 Encourage and facilitate community partnerships.

2.3.3 Advocate and facilitate constructive and productive partnerships with residents, community groups and institutions.

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.

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FINANCIAL IMPACT

The adoption of the recommendations in this report will result in the Draft 2022/2023 Operational Plan, as placed on exhibition and incorporating the changes proposed in this report, being adopted.

ATTACHMENTS:

- AT - 1** Submissions received during the exhibition of the Draft 2022/2022 Operational Plan - *(Distributed under separate cover)*.
- AT - 2** Hawkesbury City Council 2022-2042 Community Strategic Plan - *(Distributed under separate cover)*.
- AT - 3** Hawkesbury City Council 2022-2026 Delivery Program - *(Distributed under separate cover)*.
- AT - 4** Hawkesbury City Council 2022/2023 Operational Plan - *(Distributed under separate cover)*.
- AT - 5** Hawkesbury City Council 2022-2032 Long Term Financial Plan - *(Distributed under separate cover)*.

oooO END OF REPORT Oooo

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Item: 102 **GM - 2021/2022 Event Sponsorship Program - Round 2 - (79351)**

Directorate: General Manager

PURPOSE OF THE REPORT:

The purpose of this report is to advise Council of applications received for financial and in-kind assistance under Round 2 of the Events Sponsorship Program for 2021/2022.

The report assesses the applications against the adopted assessment criteria and recommends financial and in-kind assistance to an organisation who has applied.

EXECUTIVE SUMMARY:

The Events Sponsorship Program is a key outcome of the Events Strategy. The Program provides the opportunity for volunteer organisations, community groups, individuals and commercial businesses to seek financial and in-kind assistance from Council. The Events Strategy was adopted by Council on 28 August 2018.

The Events Sponsorship Program comprises of two rounds of event sponsorship per annum. The Program also establishes a transparent framework for Council to determine funding and other assistance for events, based on a clear set of objectives and criteria.

Round 2 of the 2021/2022 Event Sponsorship Program was open from 21 March 2022 to 22 April 2022 for events generally proposed to be held between and late 2022 to early 2023. This report lists the two applications received. One application received met the criteria and was successful in their assessment and one application was withdrawn.

The proposed allocation for Round 2 of the Event Sponsorship Program is \$3,000.

At a Councillor Briefing Session on 15 February 2022, it was agreed that event organisers who cancelled their 2021 event due to COVID-19 restrictions retain the funding they have been allocated to use for their events in 2022/2023.

RECOMMENDATION:

That Council:

1. Under Round 2 of the 2021/2022 Event Sponsorship Program, agree to support the following organisation at the following level.
 - Pitt Town Anzac Day Service \$3,000
 2. Approve the execution of Council's standard Sponsorship Agreement for the application numbered 1 as identified in Table 1 and Attachment 1 of this report.
 3. Acknowledge the applicant numbered 2 withdrew their sponsorship application.
-

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BACKGROUND

On 28 August 2018, Council adopted the Events Strategy which formalised and consolidated the Event Sponsorship Program. The Strategy identifies how Council will attract, partner, access, fund, produce, promote and approve events in the Hawkesbury. The Events Sponsorship Program incorporates two rounds of funding opportunities per annum. The timing of the Program has been adjusted over the past two years since its initial adoption, to better align with the annual budget cycle.

The Events Strategy delivers a transparent framework for Council to determine funding and other assistance for events, based on a clear set of objectives and criteria. As part of the Events Strategy Council has developed the following documents to guide and inform for the assessment of event applications:

- Eligibility Criteria – Council will only support event sponsorship applications that meet the criteria in the Eligibility Criteria.
- Assessment Criteria Matrix – Council will assess each event application against the Community and Commercial Assessment Criteria Matrix to provide objectivity and a guide to applicants about the criteria Council will be using when making a decision about whether to support the event. The event 'score' is a good guide as to whether Council will be working to support the event. It is anticipated that an event which 'scores' 40 or above would receive sponsorship.
- Event Evaluation Framework – After an event Council will evaluate the event against the Event Evaluation Framework to identify opportunities for continuous improvement.

The Event Sponsorship Program provides the opportunity for community groups, individuals and commercial businesses to seek financial assistance from Council for events in the Hawkesbury.

DISCUSSION

The Events Strategy was adopted by Council on 28 August 2018.

The objectives of the Events Strategy are to build:

- Community involvement and participation
- Community capacity, the ability to self-organise and develop resilience in the community
- Community connections and social cohesion, across communities and with local businesses
- Visitor attraction opportunities for the Hawkesbury.

Council has allocated \$65,000 in its 2021/2022 Operational Plan for the Event Sponsorship Program.

There are two rounds of Event Sponsorship during the year with half of the funding generally allocated across the two rounds. In Round 1 more than half of the funding was allocated however in Round 2, as detailed below, there were only a limited number of applications requiring only a small portion of the remaining funds to be allocated.

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2021/2022 Round 2 Applications Summary

Two applications were originally submitted under Round 2 of the 2021/2022 Event Sponsorship Program. The details of the two applications are summarised as follows in Table 1:

Table 1 - 2021/2022 Round 2 Event Sponsorship Applications

Number	Event Name	Event date at time of application	Submission of an application for event sponsorship 2021/2022	Assessment Criteria Score Comment/Recommendation
1	2023 Pitt Town Anzac Day Ceremony	25 April 2023	Yes	Event score of 42. Consider application in Event Sponsorship Round 2 2021/2022.
2	Bowen Mountain Park Winter Markets	17 July 2022	Yes – Form 2 not received	Application Withdrawn as applicant not ready to hold the event at this stage.

Attached as Attachment 1 to this report provides a detailed summary of the application received and the proposed level of financial assistance requested. A copy of the analysis of the application against the Assessment Criteria Matrix's is provided in Attachment 2 to this report.

There are sufficient funds to cover the total recommended amount of \$3,000 for Round 2 of the 2021/2022 Event Sponsorship Program.

After a review of the Assessment Criteria Matrix, the Round 2 Application received can be described as:

- Community based event, supported by volunteers.
- Consistent with Council's stated objectives of providing financial assistance to volunteer groups, community organisations and individuals for works and projects that will build community capacity, the ability to self-organise and develop resilience.

The total 2021/2022 event sponsorship budget has not been allocated in Round 2 as only one application was received. The event industry has been significantly impacted recently and there are a number of events which are still waiting to proceed having been postponed over recent years due to the bushfires, COVID-19 and the Floods. The uncertainty of when these events will be held has made event planning challenging and has impacted the number of applications received in the final round of sponsorship for 2021/2022.

Event Sponsorship Update

Due to COVID-19 and the recent floods some of the events that Council have sponsored have been postponed. Details of these events are:

- Bridge 2 Bridge Race - Sponsored in Round 1 2019/2020. The proposed new event date is 26/27 November 2022.
- St Albans Folk Festival - Sponsored in Round 1 2019/2020. The proposed new date is April 2023.
- Lost Trade Fair - Sponsored in Round 1 2019/2020. New date to be confirmed in 2023.
- Retro Vintage and Steampunk Festival - Sponsored in Round 2 2020/2021. New date proposed in October/November 2022.
- Dinner by the River - Sponsored in Round 1 2021/2022. New date to be confirmed in 2022.
- Hawkesbury 120 - Sponsored in Round 1 2021/2022. New date to be confirmed in 2022.

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Event Strategy Review

Council is committed to continuing to review and refine the Events Sponsorship Program to incorporate the ongoing findings from the implementation of the Events Strategy. Since the adoption of the Events Strategy and the Event Sponsorship Program in August 2018 there have been five rounds of event sponsorship determined by Council and this current sponsorship (Round 2 - 2021/2022).

The Program has given Council the opportunity to sponsor a diverse range of events which is consistent with Council's stated objectives of providing financial assistance to volunteer groups, community organisations, local businesses and individuals for works and projects that will:

- Encourage community involvement and participation
- Build community capacity and the ability to self-organise and develop resilience in the community
- Establish and reinforce community connections and social cohesion, across communities and with local businesses
- Bring visitors to the region.

Council has been undertaking an ongoing review of the success of the Event Sponsorship Program. During the two rounds of sponsorship each year there has been an opportunity for Council to review the success of the Program and make refinements as required. As part of the ongoing review, and in response to feedback, two assessment criteria have been created, one for community events and one for commercial events. All events are now categorised as either a community event or business event and assessed against the relevant criteria. A further change which will be made at the completion of the 2021/2022 sponsorship will be the inclusion of a category for indigenous events.

COMMUNITY ENGAGEMENT

Whilst the issues raised in this report concern matters that do not require community consultation under Council's Community Engagement Policy, information about Round 2 of the Event Sponsorship Program was:

- Available on Council's website from 21 March 2022 until 22 April 2022 with the Event Strategy and Event Sponsorship Application forms
- Advertised on Hawkesbury Events Facebook page on 21 March and 21 April 2022
- Promoted on the Hawkesbury City Council Facebook page on 21 March and 21 April 2022
- Emailed to groups and individuals who had previously held events in the Hawkesbury or had had previous discussions with Council about events they would like to hold. An Email sent on 21 March 2022.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Community

2.3 Community partnerships continue to evolve.

2.3.1 Encourage and facilitate community partnerships.

Our Future

5.5 Reinforcing our dynamic places - Support the revitalisation of our town centres and growth of our business community.

5.5.2 Create active partnerships to develop a network of vibrant centres, creating opportunities for business growth and community connection.

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- 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.
- 5.7 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.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications. Council has allocated \$65,000 in its 2021/2022 Operational Plan for the Event Sponsorship Program. There are sufficient funds to cover the total recommended amount of \$3,000 for Round 2 of the 2021/2022 Event Sponsorship Program with \$26,000 remaining which will be transferred back into Council's general revenue.

The total 2021/2022 event sponsorship budget has not been allocated and there are a number of events which are still waiting to proceed having been postponed over recent years due to the bushfires, COVID-19 and the floods. The uncertainty of when these events will be held has made event planning challenging and has impacted the number of applications received in the final round of sponsorship for 2021/2022.

ATTACHMENTS:

- AT - 1** Detailed summary of the application received and the proposed level of financial assistance to be provided - *(Distributed under separate cover)*.
- AT - 2** Assessment Criteria Matrix's for the one Event Sponsorship Application under Round 2 Event Sponsorship Program 2021/2022.

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AT - 2 Assessment Criteria Matrix's for the one Event Sponsorship Application under Round 2 Event Sponsorship Program 2021/2022



COMMUNITY EVENT ASSESSMENT CRITERIA MATRIX

Organiser's Name:	Pitt Town Progress Association
Event Name:	Pitt Town Anzac Day Ceremony
Event Location:	Eldon & Bathurst Street, Pitt Town NSW 2756
Event Date:	25 April 2023

Objective	Criteria	Score Options	Score	Event Score
Attendee Appeal	Appeal to wide demographic	Specialised event Appeal to age group Universal Appeal	1 2 3	<input type="text" value="3"/>
	Number of attendees	<500 500-1000 >1000	0 1 2	<input type="text" value="2"/>
	Free Event	No Yes	0 1	<input type="text" value="1"/>
Community connections and resilience	Create community partnerships	No Yes	0 3	<input type="text" value="3"/>
	Opportunities for local community group involvement	No Yes More than 2 groups	0 2 3	<input type="text" value="3"/>
	Opportunity for community volunteers	No Yes	0 3	<input type="text" value="3"/>
Economic Benefit	Opportunities for local business involvement	No Yes	0 2	<input type="text" value="2"/>
	Origin of attendees	Hawkesbury Outside LGA	2 1	<input type="text" value="2"/>
	Revenue generated from event	<\$20,000 >\$20,000	1 2	<input type="text" value="1"/>
Sustainability	Provision of a Sustainability Events Management Plan	No Yes	0 3	<input type="text" value="0"/>
	A Zero Waste Event	No Yes	0 3	<input type="text" value="0"/>

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OBJECTIVE	CRITERIA	SCORE OPTIONS	SCORE	EVENT SCORE
Venues/Location	Events that support revitalisation of town centres (CSP direction)	No Yes	0 2	<input type="text" value="2"/>
	Develop vibrant town centres with business growth and community connection (CSP direction)	No Yes	0 2	<input type="text" value="2"/>
	Events that celebrate our rivers or riverside locations (CSP direction)	No Yes	0 2	<input type="text" value="0"/>
	Hawkesbury Showground	No Yes	0 2	<input type="text" value="0"/>
	Venue is accessible	No Yes	0 2	<input type="text" value="2"/>
Arts, Culture, Heritage and Food	Showcasing Hawkesbury heritage	No Yes	0 2	<input type="text" value="2"/>
	Involvement of local artists	No Yes	0 2	<input type="text" value="0"/>
	Involvement of local musicians	No Yes	0 2	<input type="text" value="2"/>
	Involvement of local food producers	No Yes	0 2	<input type="text" value="2"/>
Promotional and Brand Exposure	Local/Regional promotions	No Local Regional	0 1 2	<input type="text" value="1"/>
	State promotion	No Yes	0 2	<input type="text" value="2"/>
	Provision of marketing strategy	No Yes	0 2	<input type="text" value="0"/>
Legacy	Opportunity to grow the event	No Yes	0 1	<input type="text" value="1"/>
	Multiple funding sources	No Yes	1 2	<input type="text" value="2"/>
	Event previously has been held in the Hawkesbury	No Yes	1 2	<input type="text" value="2"/>
	Strong business model	No Yes	0 1	<input type="text" value="1"/>
Council Support (answer one only)	Event has been supported by Council for more than 2 years	Yes	1	<input type="text" value="1"/>
	Event has been supported by Council for less than 2 years	Yes	2	<input type="text" value="0"/>
	Event has not been supported by Council	Yes	3	<input type="text" value="0"/>

TOTAL SCORE

366 George Street, Windsor 2756
 events@hawkesbury.nsw.gov.au | hawkesbury.nsw.gov.au | 4560 4444



oooO END OF REPORT Oooo

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CITY PLANNING

Item: 103 **CP - Interim Heritage Order - 3 New Street, Windsor - (124414, 95498)**

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to advise Council of the Interim Heritage Order issued for 3 New Street, Windsor, and the recommendations of an independent heritage assessment commissioned for the property. The report contains a recommendation in relation to the potential heritage listing of the subject site.

EXECUTIVE SUMMARY:

In response to expressed community concerns regarding the imminent sale and likely demolition of the Inter- War dwelling at 3 New Street, Windsor to facilitate a medium density development on the subject site, a preliminary assessment was undertaken by Council staff.

The preliminary assessment established a prima facie case for the issuing of an Interim Heritage Order for the property. The terms of the Order requires that Council undertake an independent heritage assessment of the property, and then, based upon the results of that assessment, consider whether to heritage list the property, or not, within six months of the date of issuing the order.

The independent heritage assessment attached as Attachment 1 to the report, has been made available to the current property owners supports the local heritage listing of the subject site.

RECOMMENDATION:

That Council:

1. Prepare a Local Environmental Plan to include 3 New Street, Windsor as an item of Environmental Heritage under Schedule 5 of Hawkesbury Local Environmental Plan 2012.
 2. Commence the process associated with the Local Environmental Plan identified in point 1, including seeking advice from the Hawkesbury Local Planning Panel, and pre lodgement advice from the Department of Planning and Environment.
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BACKGROUND

In late November 2021, Council staff received several letters from concerned residents regarding the recent purchase of the Inter-War dwelling at 3 New Street, Windsor. The dwelling is situated on land zoned for medium density residential development and is not currently heritage listed.

In recent years, the adjoining dwelling at 5 New Street, Windsor which had previously been identified as a potential local heritage item had been demolished via a privately issued Complying Development Certificate. In their submitted letters, various community members sought urgent heritage protection for 3 New Street, Windsor fearing it was at risk of being demolished. Community members who had written to Council considered the property worthy of listing as a locally listed heritage item. They also feared if no action was taken by Council, the dwelling would suffer a similar fate to the dwelling on the adjoin site at 5 New Street, Windsor which was demolished in 2014, given the same zoning of the two properties.

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In response to these concerns, Council staff undertook a preliminary heritage assessment of 3 New Street, Windsor which identified a prima facie case for heritage listing of the subject site. Other related research by Council staff established that a Complying Development Certificate for the demolition of 3 New Street, Windsor had been issued by a private certifier, for the vendor, but which had recently lapsed in late September 2021. In response to this information, and probable imminent threat of demolition, an Interim Heritage Order was placed on the potential heritage item at 3 New Street, Windsor on 23 December 2021 by Council, via a NSW Government Gazette notice.

Interim Heritage Orders

In July 2013, the then NSW Minister for Heritage provided authorisation for all councils in NSW to make Interim Heritage Orders under the NSW Heritage Act 1977. An Interim Heritage Order is a temporary heritage order (made up to one year) which provides time to assess the heritage significance, or values, of a potential heritage item. The definition of a potential heritage item is one not currently listed on a statutory Local Environmental Plan heritage schedule or the State Heritage Register. Interim Heritage Orders provide time for studies or inspections to take place, so that a decision can be made on whether a place should be formally considered for local or State heritage listing.

Importantly, an Interim Heritage Order does not stop development from proceeding. Council is the approval body under the Heritage Act for changes to the potential item during the period of an Interim Heritage Order. Council can approve all or parts of a development on the subject site but cannot authorise demolition of the potential heritage item. The terms of the Interim Heritage Order requires that Council undertake an independent heritage assessment of the property, and then, based upon the results of that assessment, resolve to either heritage list the property, or not, within six months of the date of issue of the Interim Heritage Order. If no resolution is made during that period, the Interim Heritage Order will lapse. However, if Council resolves to heritage list the property, the Interim Heritage Order remains in place for a further six months to allow the process associated with listing the subject site to occur.

DISCUSSION

After issuing the Interim Heritage Order in December 2021, Council staff sought expressions of interest from suitably qualified heritage consultants to undertake a detailed independent assessment of the heritage significance of 3 New Street, Windsor to assist in determining whether the subject site would warrant listing as an item of environmental heritage in Hawkesbury Local Environmental Plan 2012. Following assessment of consultant responses, NBRS and Partners Pty Ltd were commissioned to undertake the work based on their comprehensive response, and costs to Council.

A copy of the completed independent assessment undertaken by NBRS is attached as Attachment 1 to this report. This assessment includes documentary and physical evidence, and assessment of cultural significance against the relevant NSW Office of Environment and Heritage criteria.

The independent assessment notes that the dwelling on the subject site – ‘Dalori’ “is a refined and highly intact example of the California Bungalow style”. It is “culturally significant for its historical importance, aesthetic and representative values”. The independent assessment considered that the subject site met the relevant criteria for listing based on its:

- Historical importance
- Aesthetic values
- Representativeness.

The independent assessment therefore recommended that the subject site be included within Hawkesbury Local Environmental Plan 2012, as a local heritage item.

The report also identified that the subject site does not meet the threshold for potential State heritage listing. Should the recommendation to heritage list 3 New Street, Windsor be supported by Council, the listing will be implemented via the standard planning proposal process.

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It is also important to recognise that Interim Heritage Orders, whilst useful in certain instances are resource intensive and relatively costly to complete on a per item basis. Therefore, the preferred heritage management approach is to ensure potential heritage items are satisfactorily investigated on a wider basis through the Hawkesbury Community Heritage Study project, which is an ongoing project.

COMMUNITY ENGAGEMENT

Upon issuing the Order, and in accordance with the provisions of the Heritage Act 1977, the purchasers of the subject site (now owners), the vendor, and occupier of the property were notified of the Interim Heritage Order. A Media Release was also issued by Council to advise the public of the issuing of the Interim Heritage Order, and the NSW Heritage Council was also notified. All community members who raised concerns with the pending sale and potential demolition of the dwelling were also notified of the Interim Heritage Order.

Considerable heritage advice has subsequently been provided to the new property owners from Council's consultant heritage advisor through Council's free heritage advisory service, additional informal on-site meetings with Council's Senior Heritage Officer, and through input into a recent pre-development application meeting. At this stage, the proposal seeks the retention of the Inter-War dwelling, along with the planned addition of two dwellings at the rear of the subject site. During these discussions the owners of the subject site have indicated a commitment to retain and restore the Inter-War dwelling at 3 New Street, Windsor.

A copy of the Heritage Assessment for 3 New Street, Windsor was recently provided to the property owners for their information. They have also been notified of this Council agenda item, as have community members who had originally raised concerns with respect to the subject site about the recent sale.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Community

2.5 Cultural development and heritage

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

FINANCIAL IMPACT

The cost of the independent heritage assessment has been absorbed into the current Strategic Planning Consultancy allocation.

ATTACHMENTS:

- AT - 1** Heritage Assessment 'Dalori' - 3 New Street, Windsor - NBRS & Partners Pty Ltd - (*distributed under separate cover*).

oooO END OF REPORT Oooo

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Item: 104 **CP - Draft Hawkesbury City Council Destination Management Plan for exhibition - (124414, 147666)**

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to present the Draft Destination Management Plan and seek Council's endorsement to place the Plan on public exhibition for a period of 28 days.

EXECUTIVE SUMMARY:

Council adopted the Business Recovery Plan in May 2021. This Plan was prepared to help businesses recover from the external shocks of bushfires, floods and COVID-19. Since then, Council has been successful in receiving a \$200,700 grant from the Bushfire Local Economic Recovery Fund (BLERF) Stage 2 to enable implementation of various actions stemming from the Business Recovery Plan.

The development of the Destination Management Plan is an action from the Business Recovery Plan.

RECOMMENDATION:

That:

1. Council approve public exhibition of the Draft Destination Management Plan attached as Attachment 1 to this report, for a period of 28 days.
 2. At the expiration of the public notification period, the following action be taken: -
 - a) Should any submissions be received regarding the proposed Draft Destination Management Plan, a further report be submitted to Council, or
 - b) Should no submissions be received, Council adopt the Destination Management Plan as shown in Attachment 1 to this report.
-

BACKGROUND

The Destination Management Plan is an action from the Hawkesbury City Council adopted Business Recovery Plan and has been funded through the Bushfire Local Economic Recovery Fund (BLERF) Stage 2 Grant.

Sparrowly Group has been engaged to implement a Business Support and Resilience Program. This Program includes:

- Expansion of Business Bounce Back Mentoring Program (the Business Bounce Back Program delivered tailored mentoring support to 25 Tourism Businesses from April – December 2020);
- Tourism business training, support and industry networking sessions; and
- The development of a Destination Management Plan.

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The Destination Management Plan outlines the priority actions to aid the recovery and to build resilience of the visitor economy sector across the region. This Plan is a combination of targeted and tactical short term responses, as well as long term actions to work towards, to help the sector recover and thrive moving forward.

The Business Recovery Plan aims to 'Increase levels of visitation and spending by Sydneysiders' and help them 'Rediscover the Region'.

NEXT STEPS:

Tentative timeframes are as follows:

Draft Destination Plan	
Action	Status
Present Draft Destination Management Plan at Councillor Briefing in May to seek councillors' input.	24 May 2021 (Current stage)
Council report to request endorsement to place Draft Destination Management Plan on public exhibition.	June – July 2022
Council report following public exhibition	July – August 2022

DISCUSSION

The Destination Management Plan provides a framework to support the ongoing development of a differentiated region making it appealing for locals and visitors alike. It does this by encouraging a collaborative environment and one that supports businesses to thrive.

The Destination Management Plan aims to create a unique Hawkesbury experience for the people that live here and for the people that visit. It aims to reconnect the businesses and build their capacity going forward.

To achieve this it works with the existing strengths of the region including natural, built and its people to leverage the recovery of the Visitor Economy. It will support key experiences and attractions, identify and nurture new experiences and attractions, and work together as a region to create a unique visitor experience.

The Destination Management Plan works on improving resilience, skills and networking opportunities for the region's operators to connect the people responsible for creating the Hawkesbury visitor experience. The plan works on connecting the Hawkesbury region with its neighbours and partners, working to leverage these connections for the benefit of the visitor.

The development of the Destination Management Plan has consisted of:

- Observations and recommendations
- Previous work undertaken in the Hawkesbury by Sparrowly Group
- Tourism Industry Networking Sessions
- Tourism Business Mentoring Program
- General Business engagement.

The three Strategic Pillars for the Destination Management Plan reflect the areas of need for the region with key themes within these pillars the focus priorities to fulfil these needs. These strategic pillars are:

1. Visitor Engagement
2. Business Confidence
3. Advocacy and Governance.

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Therefore the Destination Management Plan has been developed and attached as Attachment 1 to this report.

COMMUNITY ENGAGEMENT

Community Consultation will be undertaken in line with Council's Community Engagement Policy and will be placed on public exhibition for a period of 28 days.

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 Future

- 5.5 Reinforcing our dynamic places - Support the revitalisation of our town centres and growth of our business community
 - 5.5.2 Create active partnerships to develop a network of vibrant centres, creating opportunities for business growth and community connection.
- 5.6 Instigating Place Making Programs - Celebrate our creativity and cultural expression
- 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.

FINANCIAL IMPACT

The development of the Destination Management Plan is funded from the Bushfire Local Economic Recovery Fund (BLERF) Stage 2 Grant.

ATTACHMENTS:

- AT - 1** Draft Destination Management Plan - *(Distributed under separate cover).*

oooO END OF REPORT Oooo

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INFRASTRUCTURE SERVICES

Item: 105 **IS - Costings for Local Contractors to Undertake Road Works in Emergency Situations - (95495)**

Previous Item: 032, Ordinary (8 February 2022)

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to provide an update on a Notice of Motion adopted by Council at its meeting on 8 February 2022 regarding Costings for Local Contractors to Undertake Road Works in Emergency Situations.

EXECUTIVE SUMMARY:

The design and implementation of a framework to authorise local contractors to undertake road works in emergency situations will be completed utilising existing Council resources and will be able to be resourced from Council's Operational Plan.

As such there is no requirement to include a provision for this work in the Draft 2022/2023 Operational Plan.

RECOMMENDATION:

That:

1. Council staff progress the establishment of a suitable framework to utilise local contractors to undertake roadworks in emergency situations.
 2. Councillors be updated on the progress of this framework at a Councillor Briefing Session.
-

BACKGROUND

Council at its Meeting on 8 February 2022, gave consideration to a Notice of Motion regarding Costings for Local Contractors to Undertake Road Works in Emergency Situations and resolved as follows:

"That:

- 1. Council request costings on the design and implementation of a system to authorise local contractors to undertake road works in emergency situations, and*
- 2. Such costing be reported back to Council in sufficient time to consider inclusion in the 2022/2023 budget."*

It is common practice for Council to utilise local contractors to service road works contracts and other services provided under contract. This is particularly prevalent in the more remote regions of the LGA such as the MacDonald and Colo Valleys where the benefit to the community, of using local contractors, has previously been recognised and was borne out during the March 2022 Flood event, in the MacDonald Valley particularly.

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As something of a test case, road construction and maintenance contractors who live in the MacDonald Valley have been engaged by Council for over 12 months. Through this engagement, there has been improved response times and the use of extensive knowledge of local conditions has allowed Council to understand stakeholder requirements and significantly improve community engagement during emergency situations. For areas such as the MacDonald Valley, that become isolated quickly during periods of heavy rain and flooding, local contractors also serve as a valuable and reliable source of information to Council regarding local conditions and serve as an immediate resource available to restore road access, allowing the community to begin moving around the local area far sooner than would otherwise be possible.

DISCUSSION

While the experience in the MacDonald Valley has highlighted the benefit to both Council and the community, of having a locally based contractor, it is important to note that the model used is not one that can be easily replicated in other parts of the LGA. Instead, Council would seek to establish a panel of locally based contractors, to be engaged only during times of emergency.

Local contractors have been used extensively to support panel contractors following the 2021 and 2022 floods where extensive damage was caused to Council's road network. The use of local contractors to supplement panel contractors were intended to expedite repairs to reduce further impact on our disaster fatigued community.

These contractors were largely based outside of these remote locations, giving rise to the need to "work into" these locations, as opposed to working out and re-establishing access more quickly.

Irrespective of the circumstances surrounding a contractor's engagement, there are minimum requirements and qualifications that must be met – "pre-qualification" of contractors – to ensure that Council meets its statutory obligations relating to work health and safety, chain of responsibility for heavy vehicles, procurement and insurance related matters.

It remains to be seen whether, during more quiet periods between disasters, suitable contractors will have an appetite to go through, what will become in practice, such a pre-qualification process, however engagement with contractors on the design of the framework will be a component of the investigation.

It is proposed to investigate the feasibility of establishing a system to utilise local contractors to undertake roadworks in emergency situations, considering the local government procurement requirements, and provide a briefing to Councillors following this investigation.

COMMUNITY ENGAGEMENT

Engagement with locally based contractors will be undertaken as part of this process, to understand their expectations and provide them with an opportunity to also better understand Council's requirements, and more importantly, the reasons behind these requirements.

An engagement plan will be developed as part of the investigative process.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Leadership

1.2 Communication and engagement - Encourage an informed community and enable meaningful engagement.

1.2.3 Provide quality customer service to the community.

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

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

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.

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.

Our Future

- 5.1 Strategic Planning Governance - Encourage informed planning, balanced growth and community engagement.
 - 5.1.3 Council will continually review its service provision to ensure best possible outcomes for the community.

FINANCIAL IMPACT

There are no direct financial implications arising from this matter. Any future engagement of contractors under this or any other process will be undertaken in the course of Council's core activities and funded either through adopted maintenance budgets or via disaster recovery funding arrangements where applicable.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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Item: 106 **IS - Domestic Sullage - (95495)**

Previous Item: 230, Ordinary (23 November 2021)

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to provide a summary of the options available for the delivery of domestic sullage services, in accordance with Point 2 of the Council resolution dated 23 November 2021.

EXECUTIVE SUMMARY:

Council at its meeting on 23 November 2021 considered a report regarding Domestic Sullage and resolved, in part, to receive a report providing information regarding:

“That:

1. *Enter into discussions with Sydney Water regarding their strategic plans for the North West area.*
2. *Review the Sullage service prior to the expiration of the current contract in May 2023 and report back to Council on services and contract options, and the associated financial, environmental and regulatory considerations, including exploring the option of Council carrying out its own Sullage collection.”*

This report is in response to Point 2 of the resolution.

As background information to this report, the report considered by Council at its meeting on 23 November 2021 is attached as Attachment 1 to this report. In summary, the report discussed covering the following subject matters.

- Alternative pricing structures including user pay for the sullage services
- The feasibility and economic potential of split systems (i.e. grey water treatment and brown water treatment) and how this might reduce costs
- A draft survey of sullage pump-out households
- How the revised Development Control Plan will provide more flexibility to the owners of the new dwellings who would like to explore alternatives to sullage pump-out services
- The information that Council provides to homeowners concerning on-site sewage management system inspections.

RECOMMENDATION:

That Council:

1. Continues to provide sullage services to customers through an external contractor based on minimum fortnightly pump out frequency.
2. Prepare Tender documents to reflect the current sullage service provided and the option of a pricing structure to more equitably distribute the fixed costs across all customers, irrespective of the frequency of the service received.
3. Receive and note the comment from Sydney Water regarding their plans for the expansion of the sewer network in the North-West area of the Council.

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BACKGROUND

At its Meeting on 23 November 2021, Council considered a report regarding Domestic Sullage and resolved, in part, as follows:

"That:

1. *Enter into discussions with Sydney Water regarding their strategic plans for the North West area.*
2. *Review the Sullage service prior to the expiration of the current contract in May 2023 and report back to Council on services and contract options, and the associated financial, environmental and regulatory considerations, including exploring the option of Council carrying out its own Sullage collection."*

Relevant Legislation

- Water Industry Competition Act (WICA)
- Part 3, Division 2 (Sections 56-66) of the Local Government Act 1993
- Local Government (General) Regulation 2005
- Protection of the Environment Operations Act 1997 and Regulations.

DISCUSSION

The information related to sullage contract options, and the associated financial, environmental and regulatory considerations, including exploring the option of Council carrying out its own Sullage collection requested in the Resolution is provided below:

1. ***Enter into discussions with Sydney Water regarding their strategic plans for the North West area.***

Hawkesbury City Council (HCC) provides a sullage collection, transport and disposal service to approximately 800 residential and commercial premises within the Hawkesbury Local Government fringe areas such as Bowen Mountain, Kurrajong, Kurmond, Glossodia, Freemans Reach, Ebenezer, Sackville, and Vineyard as these areas are not connected to a reticulated sewerage system.

Sydney Water was contacted to discuss their strategic plans for expansion of their sewer network in the above-mentioned areas which would help eliminate the use of sullage services.

Sydney Water advised that it may consider providing some wastewater services to particular developments in some of those areas such as Glossodia (development of Jacaranda Ponds), Kurmond (development of Redbank) and Vineyard (part of North west growth), but they do not have plans to provide more holistic wastewater services to the entire villages mentioned above.

Further, whilst Sydney Water would be open to expanding the sewerage network, any expansion would be on the basis of commercial terms and a user pays model to fund the capital costs.

2. ***Review of Sullage Services and Contract Options***

Council provides a sullage collection service at its discretion, on the basis of facilitating a lowest-cost service solution to residents. There is no obligation on Council to provide this service, or facilitate the provision of this service to those communities that receive it.

The current sullage service provided by Council is delivered on the basis of cost-recovery through a charge

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to each property receiving the service. The fund is an internally restricted reserve, with all revenue from the charges being restricted for expenditure on the program. The annual sullage charge for residential and commercial properties is determined based on maintaining the desired level of funds in the reserve to fund on-going expenditure. Council does not generate any profit from this service, nor does it subsidise the cost of the service.

Council currently provides the sullage collection service through an external contractor. The current contract which is due to expire in June 2023, is based on a standard fortnightly pump out service, with options for customers to elect a weekly service, extra one-off services or emergency services, under a pre-determined pricing model.

Under the terms of the contract, Council pays the contractor an agreed charge per domestic service which equates to a total sum payable per annum based on the number of properties being serviced, in addition to extra and emergency services. Commercial sullage services are also provided and charged on the basis of volume collected, as opposed to service frequency.

The charges for the current year and proposed charges for next year are summarised below:

Service Type	2021/2022 Charge	2022/2023 Proposed Charge	Customers
Residential fortnightly service	\$2,605.36	\$2,670.50	789
Residential weekly service	\$5,210.72	\$5,341.00	10
One-off service	\$166.94	\$171.10	N/A
Emergency service	\$209.63	\$214.90	N/A

As part of the review of sullage services, the following options were explored.

1. Business as Usual – Fortnightly and Weekly services.
2. Business as Usual – Fortnightly and Weekly plus a monthly service.
3. Council providing the service itself.
4. Council ceases the Service.

Across both options 1 and 2, there is also the option of reviewing the pricing structure to more equitably distribute the fixed costs across all customers, irrespective of the frequency of the service received.

Option 1 – Business as Usual – Fortnightly and Weekly

The current domestic sullage service customers are charged a flat annual charge on the basis of the frequency of collection service, whilst commercial customers are charged on a two-tier pricing model reflecting actual volumes and a fixed minimum charge. Extra and emergency sullage pump out services are also available to customers on request. These services are charged at a flat rate per service.

The proposed charges for 2022/2023 are summarised below:

Service Type	2022/2023 Proposed Charge	Customers
Residential fortnightly service	\$2,670.50	789
Residential weekly service	\$5,341.00	10
One-off service	\$171.10	N/A
Emergency service	\$214.90	N/A

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This option would continue to the status quo and require no change in the level or nature of services provided.

There is an opportunity however, to seek alternative pricing models, to ensure that the greatest value for money is being achieved on behalf of customers.

Option 2 – Business as Usual – Fortnightly and Weekly plus a monthly service

In addition to the current weekly and fortnightly services, a monthly service frequency option was investigated, with a view to assessing the feasibility of reduced frequency collections for households generating lower sullage volumes.

While the onus for prevention of overflows remains with the customer, eligibility for a reduced frequency collection was determined by identifying the number of low-volume users, being those customers who, on average discharge less than 2,000 litres per fortnight. By this measure, 180 customers (22.8% of all customers) could potentially be permitted to move to a monthly sullage pump out service.

The potential financial and environmental impacts are as follows:

- The addition of a monthly service option could result in customers on the fortnightly and weekly service experiencing an increase in charges, based on the current contractual conditions and pricing structure.

While it would remain to be seen how the market responds to the introduction of this option, it would be expected that the contractor would have to recover their fixed costs over fewer service visits.

- Should additional pump outs be required, the cost of the additional service may negate the benefits to the resident.
- It is reasonable to expect an increased potential for system failure leading to discharge of sullage into the environment. To address this heightened risk, strict controls on initial and ongoing eligibility (conformance, volume, environmental issues) would be required.
- Requirement to increase the frequency of inspections, leading to additional resources (additional staff member - \$100,000 per annum for Regulatory Services) to monitor and regulate the option of an additional monthly service.
- Reduction in quality of sullage which may lead to additional treatment costs at Council's sewer treatment plants.

Positive outcomes include:

- Incentive to implement water conservation / reduced discharge (although most households have already introduced these measures).
- More equitable charges, as the option of a reduced frequency collection would provide the opportunity to better align cost with volumes pumped out.

Based on the estimated number of properties that may be qualified for the monthly sullage service, the estimated indicative future sullage service charges for undertaking the sullage collection service through an external contractor would be as follows.

- Annual charge for weekly service = \$ 6,836.11
- Annual charge for fortnightly service = \$ 3,418.06
- Annual charge for monthly service = \$ 1,709.03.

However, having consulted with industry, it would appear that there is the possibility, through an altered pricing structure, to alleviate the large increase observed by customers on a weekly or fortnightly service.

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On this basis, it would not be unreasonable to expect that, should a more contemporary pricing model be employed, it may be possible to deliver a monthly option without causing flow on inflationary effects to the weekly and fortnightly services.

Option 3 - Council providing the service itself

This option would involve Council providing the service directly to customers, utilising Council owned/controlled plant and employees.

The necessary set up capital costs and ongoing operational costs including staff costs, plant running costs and overhead costs was estimated based on the number of properties to be serviced and frequency of collection.

To adequately service the current customer service base, it is anticipated that Council would need to expand its plant assets through the addition of four new tanker trucks and ancillary equipment. The estimated capital outlay would be \$2,342,000.

The annual estimated ongoing operational cost, which includes the plant running cost, staff costs and overhead costs is \$1,259,152.00.

Based on the estimated capital cost of Council providing the service itself and the estimated ongoing operational cost, the domestic sullage service charge is estimated to be as follows.

Should Council resolve to adopt this model, it would be, in effect, entering into and competing with other service providers in the market. As Council operates in a separate regulatory and industrial environment, it would not have available to it the same flexibility to respond to changes in market share. Finally, such a commitment would be required over a 15 year period to achieve the service costs highlighted in the table below.

Service Type	100% Market Share	50% Market Share	25% Market Share
Weekly Service Charge	\$4,627	\$6,682	\$8,931
Fortnightly Service Charge	\$2,413	\$3,441	\$4,565
Monthly Service Charge	\$1,306	\$1,820	\$2,382

The figures above demonstrate that Council may not be able to provide a competitive service in the long run and as result it would not be able stay in the market with the other competitors.

Consequently, this could lead to the risk of a financial loss with the capital cost unable to be fully recovered.

The potential impacts are as follows:

- The sullage service may need to be ceased down the track if and when the properties of concern have access available to reticulated sewer or if Council were to decide not to continue the service for any given reason., There is a financial risk in term of making a significant capital investment with purchasing of plants and equipment with no way of recouping all of that expenditure.
- Additional responsibility to the Council in terms of the management of risks associated with the environmental spill of sullage and consequently the public health risks, and additional chain of responsibility risks including fatigue management of drivers.
- Undertaking the sullage service is a high risk activity. It will become Council's direct responsibility in managing this risk and undertaking the service in a safe manner which also protects the environment.

The challenges and risks associated with this option outweigh any potential cost benefits.

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Option 4 - Council ceases the Service

There is no obligation on Council to provide the sullage service, nor is there any obligation on customers utilising the service provided by Council. Customers can obtain an independent sullage pump out service, by a contractor of their choice.

Historically, when the rates obtained by Council have been tested against service providers quoting on individual properties, the rates obtained by Council were significantly cheaper. Additionally, there is almost a 100% customer return rate due to Council's ability to obtain cheaper rates.

This has been the basis of Council providing this service, on the basis that the aggregation of customers under a single contract will deliver savings via economies of scale.

Whilst this approach may have achieved this objective, there is a potential that it has also created a monopoly making it cost prohibitive for new entrants or other service providers in the market to provide a cost effective service. If Council was to cease being a provider of sullage collection services, the supplier market may become more competitive and consequently charges to customers by suppliers of the service may be reduced.

It is the view of Officers however that this is strongly mitigated by the competitive procurement processes followed in tendering for the service routinely.

The frequency of services for domestic and commercial premises would be determined and regulated by Council's Regulatory Services Branch. The contractor providing the service would be responsible for handling all bookings, invoicing and payments for effluent collection and disposal with customers directly.

Disposal points for sullage effluent collected by the contractor would need to be identified and nominated and this would need to be tracked by Council's Regulatory Services Branch for compliance purposes.

If the contractors request to dispose sullage effluent at Council owned South Windsor Sewage Treatment facility, fees would be payable to Council's Waste Management Branch under a trade waste discharge agreement. This, and the sullage customers would need to be monitored closely to prevent disposal of prohibited wastes or illegal discharged to the environment and it is anticipated that this would require an additional two staff in Regulatory Service, at an approximate cost of \$240,000 per annum.

After implementation of the operational changes, compliance and regulation of effluent collection and disposal would be audited and monitored by the Regulatory Services Branch of Council.

If Council was to cease to provide the service, increased education and regulatory activities would need to be implemented. The cost of these activities would have to be recouped through higher Septic Tank Inspection fees.

Based on the advice obtained for contractors undertaking the service directly, the domestic sullage service charge is estimated to be as follows. (Inspection charges with two additional staff members - \$200,000 per annum for Regulatory Services included)

- Annual charge for weekly service = \$5,051.16
- Annual charge for fortnightly service = \$2,650.60
- Annual charge for monthly service = \$1,357.96

The advice also confirms that the above service charges would not change with the reduced market share as the overhead expenses would be reduced. This is yet to be tested. It should be noted that the contractor has greater economies of scale as a result of having services in other areas outside the Hawkesbury Local Government Area and could provide a better price than that of Council that does not have that advantage.

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The potential financial and environmental impacts are as follows:

- Unlawful discharge of sullage into the environment and consequently damages to environment human health to reduce need for sullage pump outs and reduce their costs.
- Increase the frequency of inspections, leading to additional resources to monitor and regulate compliance (additional 2 staff members - \$200 K per annum for Regulatory Services).
- When the Windsor and Richmond bridges are closed during flood events, the contractor would need to arrange approved disposal points on the northern side of Hawkesbury river to dispose of the sullage collected from the villages on the northern side of Hawkesbury river (This would no longer be a Council responsibility). The contractors could liaise with the Sydney Water to dispose either at their sewage treatment facility at North Richmond or other facilities such as Winmalee.

If the Council owned South Windsor Sewage Treatment facility becomes a sullage disposal point, close monitoring with regular sampling and supervision would be required to prevent any illegal disposals.

COMMUNITY ENGAGEMENT

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

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Environment

- 3.1 The natural environment is protected and enhanced - Value, protect and enhance our unique natural environment
 - 3.1.1 Encourage effective management and protection of our rivers, waterways, riparian land, surface and ground waters, and natural eco-systems through local action and regional partnerships.
 - 3.1.2 Act to protect and improve the natural environment including working with key agency partners.
 - 3.1.3 Minimise our community's impacts on habitat and biodiversity and protect areas of conservation value.
 - 3.1.4 Use a range of compliance measures to protect the natural environment.
- 3.4 The sustainability of our environment is improved - Encourage and enable our community to make sustainable choices

FINANCIAL IMPACT

Option 1 – Business as Usual – Fortnightly and Weekly

The annual sullage service charge is determined based on maintaining the desired level of funds in the reserve to fund on-going expenditure and is based on full cost recovery.

The proposed service charge for 2022/2023 for BAU would be as below;

- Annual charge for weekly service = \$5,341.00
- Annual charge for fortnightly service = \$2,670.50.

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Option 2 – Business as Usual – Fortnightly and Weekly plus a monthly service

The annual sullage service charge is determined based on maintaining the desired level of funds in the reserve to fund on-going expenditure and is based on full cost recovery. With the introduction of minimum monthly pump out sullage service frequency, the number of weekly and fortnightly services may be reduced and consequently the sullage service cost of weekly and fortnightly is likely to be increased.

The estimated service charge would be as below:

- Annual charge for weekly service = \$6,836.11
- Annual charge for fortnightly service = \$3,418.06
- Annual charge for monthly service = \$1,709.03.

Option 3 - Council providing the service itself

The costs incurred by Council would be recouped through sullage service fees, however this option presents the greatest financial risk to Council. The purchase of plant and establishment of systems are a long term investment, and the costs associated are recouped over a long period of time, meaning that Council would need to commit to, and maintain its market share, for a period of between seven and 15 years if it were to recoup its investment.

Service Type	100% Market Share	50% Market Share	25% Market Share
Weekly Service Charge	\$4,627	\$6,682	\$8,931
Fortnightly Service Charge	\$2,413	\$3,441	\$4,565
Monthly Service Charge	\$1,306	\$1,820	\$2,382

Option 4 - Council ceases the Service

The financial impact to Council would be the need for an additional two staff to inspect and monitor sullage collection and disposal if Council resolved not to continue the service and place the responsibility of maintaining this service through each resident engaging their own private contractors to collect and dispose of the sullage.

The estimated service charge would be as below:

- Annual charge for weekly service = \$ 5,051.16
- Annual charge for fortnightly service = \$ 2,650.60
- Annual charge for monthly service = \$ 1,357.96.

ATTACHMENTS:

- AT - 1** Council Report, Item 230, Domestic Sullage, (23 November 2021) – *(Distributed under separate cover).*

oooO END OF REPORT Oooo

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SUPPORT SERVICES

Item: 107 **SS - Investment Report - April 2022 - (954956)**

Previous Item: 097, Ordinary (25 May 2021)

Directorate: Support Services

PURPOSE OF THE REPORT:

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

EXECUTIVE SUMMARY:

This report indicates that Council held \$71.36 million in investments as at 30 April 2022 and outlines that all investments were made in accordance with the Act, the Regulation and Council's Investment Policy.

RECOMMENDATION:

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

BACKGROUND

Council held \$71.36 million in investments as at 30 April 2022. Details on the composition of the Investment Portfolio, and its compliance with Council's Investment Policy are provided below. Details include the financial institutions with which the investments were made, the maturity date (where applicable), the rate of return achieved, the credit rating of the institutions both in the short term and the long term, the percentage of the total portfolio, exposure to credit ratings bands and the spread of maturities.

1. Composition of Investment portfolio

Tables 1 to 3 below provide details regarding the \$71.36 million in investments held as at 30 April 2022.

Table 1 – Summary of Council's Investment Portfolio as at 30 April 2022

Product Type	Face Value	% of Total
At Call Deposits	\$1,802,525	2.5%
Term Deposits - Fixed Rate	\$67,500,000	94.6%
NSWTCorp Cash Fund	\$1,132,083	1.6%
NSWTCorp Long Term Growth Fund	\$927,396	1.3%
Grand Total	\$71,362,004	100.0%

Council has \$1M invested in the NSW TCorp Long Term Growth Fund (LTGF). As shown in Table 1 above, the current face value is \$927,396, being a 7.26% reduction in value on the \$1M purchase price. The intention of this investment is to provide diversification of the portfolio within an investment term of seven years, as recommended by Council's Investment Advisor, Amicus. As the investment has not been redeemed, the loss is not realised. Periods of negative growth are expected over a long term investment horizon and the risk is mitigated as redemption will be undertaken when the value of the investment is optimised.

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

Long Term Credit Rating	Face Value	% of Total
AA-	\$62,302,525	87.3%
BBB+	\$7,000,000	9.8%
NSWTCorp Managed Funds	\$2,059,479	2.9%
Grand Total	\$71,362,004	100.0%

Table 3 – Fixed Term Deposits

Institution	Long Term Rating	Short Term Rating	Maturity	Rate	Face Value
Bank of Queensland	BBB+	A-2	28-Oct-22	1.95%	\$2,500,000
			04-Mar-24	1.70%	\$2,000,000
ME Bank (part of BOQ)	BBB+	A-2	03-Jun-22	0.50%	\$1,500,000
			09-Dec-22	0.70%	\$1,000,000
Commonwealth Bank	AA-	A-1+	27-Jun-22	0.34%	\$1,000,000
			21-Jul-22	0.41%	**\$2,000,000
			29-Sep-22	0.52%	\$1,000,000
			28-Nov-22	0.46%	\$2,000,000
			08-Dec-22	0.46%	\$1,000,000
			02-Mar-23	0.85%	\$2,000,000
			21-Apr-23	2.20%	\$2,000,000
			20-Nov-23	0.65%	\$1,000,000
			10-Apr-24	3.01%	\$2,000,000
National Australia Bank	AA-	A-1+	11-May-22	0.45%	\$2,000,000
			03-Jun-22	0.36%	\$3,500,000
			27-Jun-22	0.32%	\$2,000,000
			07-Jul-22	0.35%	\$1,000,000
			22-Sep-22	0.35%	\$2,000,000
			29-Dec-22	0.45%	\$3,000,000
			22-Feb-23	0.50%	\$2,000,000
			08-Mar-23	0.50%	\$1,000,000
			08-Sep-23	0.60%	\$1,000,000
			19-Aug-24	0.75%	\$3,000,000
			10-Sep-24	0.80%	\$1,000,000
			19-Nov-24	0.75%	\$1,000,000
			15-Jan-25	0.80%	\$500,000
			05-Mar-25	1.05%	\$1,500,000
			03-Nov-25	0.95%	\$500,000
			19-Nov-25	0.90%	\$500,000
			13-Jan-26	1.00%	\$500,000
			04-Mar-26	1.30%	\$1,500,000
Westpac	AA-	A-1+	05-May-22	0.35%	**\$1,000,000
			05-May-22	0.33%	\$1,000,000
			22-Jun-22	0.35%	\$3,500,000
			07-Jul-22	0.35%	\$2,000,000
			30-Sep-22	0.34%	\$3,000,000
			11-Jan-23	0.79%	**\$3,000,000
			10-Feb-23	0.88%	**\$2,000,000
			11-Apr-23	1.86%	\$1,500,000
			09-Jun-23	0.90%	**\$1,000,000
			10-Nov-23	1.11%	**\$1,000,000
Grand Total					\$67,500,000

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

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2. Environmental, Social and Governance (ESG) Investments

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

Table 4 – ESG Investments

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

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

Product Type	Face Value	% of Total
Environmental, Social and Governance (ESG)	\$10,000,000	14.8%
Other	\$57,500,000	85.2%
Grand Total	\$67,500,000	100.0%

3. Compliance to Investment Policy

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

Table 6 – Exposure Limits to credit ratings bands

Long-Term Credit Rating	Exposure of Entire Portfolio		
	Actual	Maximum	Compliant
AAA to AA- or Major Bank and below	97.1%	100%	Yes
A+ to A- and below	9.8%	50%	Yes
BBB+ to BBB and below	9.8%	40%	Yes
BBB- and below	0%	10%	Yes
NSWTCorp Funds	2.9%	20%	Yes

Table 7 – Term to Maturity

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

4. Portfolio Return

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

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Table 8 – Portfolio Return

30 April 2022	Weighted Average Monthly Return
Hawkesbury City Council – Investment Portfolio	0.067%
Benchmark – Bloomberg Ausbond Bank Bill Index	-0.016%
Performance Relative to Benchmark	0.083%

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

Relevant Legislation

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

Investment Certification

The Responsible Accounting Officer, hereby certifies that the investments listed in this report have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2021 and Council's Investment Policy.

DISCUSSION

Council's investments and returns achieved are driven and impacted by economic and market conditions. Council's Investment Advisor, Amicus has reviewed Council's investments as at 30 April 2022 and has advised as follows:

- *Council's investment portfolio annual return is around 54bps above the Bank Bill index. This return excludes at Call Accounts and NSW TCorp Managed Funds. However as explained in our monthly news of interest, the benchmark index contains a large negative mark to market which will unwind in the coming months so performance relative to benchmark will fall from current levels in coming months.*
- *Overall, exposures to individual entities and to credit limits have been well managed. Amicus generally recommends its clients operate with "buffers" between policy limit maximums and minimums to provide flexibility and avoid breaches, which is the strategy adopted by Hawkesbury City Council. Council is operating within these buffers and has capacity within its existing investment policy to expand its range of investments.*
- *To clarify the term "buffers" when used in relation to the difference between the portfolio holding and the maximum limit under the policy, the maximum limit remains the limit and the "buffer" should not be subtracted from this limit. This being said, Amicus advocates that "buffers" should be maintained under the normal course of operation for two main reasons. Firstly, and most importantly, if the portfolio is not close to any of its limits it gives greater flexibility if an attractive investment opportunity arises as this can be easily purchased within policy limits (for example if a particular ADI is running a "special" rate for term deposits). Secondly, if the portfolio holdings are at the maximum limits inadvertent technical breaches of the policy limits are far more likely to occur (particularly if the limit is a percentage one and the overall portfolio size falls).*

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- *Progress has been made in investing in ESG investments as part of the overall portfolio. However to increase current levels, Council will need to aggressively pursue opportunities when they arise as Westpac has now reduced the rates on Westpac “Green” Term Deposits relative to “Non-Green” TDs and so this opportunity may be limited going forward.*
- *In the current investment environment, Amicus suggests Council pursues the following investment strategies with regards to any excess liquidity:*
 - *Invest in the best Term Deposit rates available within the capacity of Policy limits.*
 - *Consider investing in longer dated fixed rate investments in the current yield curve environment that is relatively steep. While interest rates may rise, taking a limited exposure to longer dated fixed rate investments to enhance current portfolio is prudent so long as these investments are with high quality institutions (Major Banks and other ADI’s rated “A” or above).*
 - *Take limited exposures to issuers outside the Major Banks in short-dated Term Deposits if rates are attractive. No more \$4 million of the total portfolio per entity is recommended based on the assumption the portfolio size will not fall below \$40 million and cause a breach of the 10% limit, i.e. \$4 million / \$65 million = 6.2% (current portfolio size), \$4 million / \$39 million = 10.3%. This is a very low risk strategy given the steps taken by the Reserve Bank of Australia to ensure no Authorised Deposit Taking Institutions will fail due to liquidity reasons in the short-term.*
 - *Consider investing in Bonds and Floating Rate Notes where the yields and risks are attractive relative to Term Deposits. As per prior reports, the relative value of these two instruments varies with market conditions and there are commonly periods where one is more attractive than the other and vice versa. Currently FRNs are offering the more attractive margins.*
- *In the current environment with the yield curve steeper than it has been at any point in the last 10 years (as per comments in our interest rate section), there are larger opportunity costs for not extending the maturity profile of the portfolio. Positively, Council has managed its cash balances very well (relative to peers) and has a relatively low cash balance, but as shorter dated investments mature the potential rewards for re-investing the monies as per the strategies recommended above have increased.*

Restriction of Funds

Council’s total investment portfolio as at 30 April 2022 included funds that are restricted as to what they can be expended on.

Table 9 – Restriction of Funds

Restriction Type	Amount	%
External Restrictions - S7.11 and S7.12 Developer Contributions	\$10,361,347	14.52%
External Restrictions - Western Parkland City Liveability Program	\$2,786,251	3.90%
External Restrictions - Bushfire and Flood Grants	\$2,588,906	3.63%
External Restrictions - Other (e.g. domestic waste, sewerage)	\$10,437,629	14.63%
Internal Restrictions (e.g. election, workers compensation, Employee Leave Entitlements)	\$21,759,942	30.49%
Unrestricted	\$23,427,929	32.83%
Total	\$71,362,004	100.0%

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

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

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

COMMUNITY ENGAGEMENT

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

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Leadership

- 1.3 Financial Sustainability - Build strong financial sustainability for now and future generations.
 - 1.3.1 In all of Council's strategies, plans and decision making there will be a strong focus on financial sustainability.
 - 1.3.2 Meet the needs of the community now and into the future by managing Council's assets with a long-term focus.
 - 1.3.3 Decisions relating to determining priorities will be made in the long term interests of the community.

FINANCIAL IMPACT

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

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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Item: 108 **SS - Pecuniary Interest Return - Designated Person - (95496, 96333)**

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to table a Disclosure of Pecuniary Interests and Other Matters Return, which has been recently lodged by a Designated Person, as required by Clause 4.21(a) of Council's Code of Conduct.

EXECUTIVE SUMMARY:

Councillors and other members of Council staff identified as Designated Persons under Council's Code of Conduct are required to complete a Pecuniary Interest Return form identifying any pecuniary and other types of interests that they hold as at their date of commencement with Council.

A Return has recently been lodged with the General Manager, and is now tabled at the first Council meeting held after the required lodgement date.

RECOMMENDATION

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

BACKGROUND

Councillors and other members of Council staff who hold a position involving the exercise of functions that, in their exercise, could give rise to a conflict between the person's duty as a member of staff and the person's private interest, are identified by Council as a "Designated Person", as defined by Clause 4.8 of Council's Code of Conduct (the Code).

Designated Persons are required by Clause 4.21(a) of the Code to complete a Return form identifying any pecuniary and other types of interests that they hold as at their date of commencement with Council.

The Return form must be lodged with the General Manager within three months of the Designated Person's date of commencement with Council (or within three months of the position being designated) and must be tabled at the first Council meeting held after the required lodgement date.

Policy considerations

Section 440AAB of the Local Government Act 1993, relates to the register of Pecuniary Interest Returns made by Councillors and Designated Persons, and the tabling of these Returns:

"440AAB Register and tabling of returns

- (1) The general manager must keep a register of returns disclosing interests that are required to be lodged with the general manager under a code of conduct.*
- (2) Returns required to be lodged with the general manager must be tabled at a meeting of the council, being the first meeting held after the last day specified by the code of lodgement, or if the code does not specify a day, as soon as practicable after the return is lodged."*

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In accordance with Section 440AAB(1) of the Act and Clause 4.24 of the Code, a register of all Returns lodged by Councillors and Designated Persons, in accordance with Clause 4.21 of the Code, is currently kept by Council, as required by this part of the Act and the Code.

In accordance with Section 440AAB(2) of the Act and Clause 4.25 of the Code, all Returns lodged by Councillors and Designated Persons under Clause 4.21(a) of the Code, must be tabled at the first Council meeting held after the required lodgement date.

DISCUSSION

With regard to Section 440AAB(2) of the Act and Clause 25 of the Code, the following Clause 4.21(a) Return has been lodged:

Position	Return Date	Date Lodged
Community Enforcement Officer – Parking	15 February 2022	11 May 2022

The above Designated Person has lodged their Clause 4.21(a) Return prior to the due date (being three months after the Return Date) as required by the Act and the Code for the receipt of the Return.

The above details are now tabled in accordance with Section 440AAB(2) of the Act and Clause 4.25 of the Code, and the abovementioned Return is available for inspection, if requested.

COMMUNITY ENGAGEMENT

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

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Leadership

1.5 Regulation and Compliance - Encourage a shared responsibility for effective local compliance.

1.5.2 Best practice, sustainability principles, accountability and good governance are incorporated in all activities undertaken by Council.

FINANCIAL IMPACT

There are no financial implications applicable to this report.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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Item: 109 **SS - Forgotten Valley Mobile Preschools - (95496)**

Previous Item: 025, Ordinary (13 February 2007)

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to seek a determination from Council as to resolve its current contract management of Forgotten Valley Mobile Preschools.

EXECUTIVE SUMMARY:

The report provides Council with a history of the operation of Forgotten Valley Mobile Preschools and the current situation that has led to two options now provided for Council's determination.

The report provides two options for the consideration of Council, being to either surrender its Service Provider Approval or to run an Expression of Interest process to seek a preferred alternate service provider. Should Council determine a preferred alternate provider through an Expression of Interest process, Council would then need to lodge a Transfer of Service Provider Approval to the Department of Education for its consideration in order to transfer Service Provider Approval.

The report recommends that Council surrender its Service Provider Approval of Forgotten Valley Mobile Preschools.

RECOMMENDATION:

That Council surrender its service Provider Approval for Forgotten Valley Mobile Preschools.

BACKGROUND

Forgotten Valley Mobile Resource Unit (FVMRU) is a mobile preschool service that operated for nearly 30 years across two sites; one at South Maroota and one at Wisemans Ferry Community Centre. Both sites are located outside of the Hawkesbury LGA (South Maroota in The Hills Shire LGA and Wisemans Ferry in the Hornsby Shire LGA).

Before 1993 the service was managed by a community management committee, FVMRU Incorporated.

In late 1993 the (then) Regulatory Authority that oversaw mobile preschool services. The Department of Community Services (DoCS), initiated a review of FVMRU Inc. This review identified 97 recommendations to be implemented to address the services' operational and management issues. Included was a recommendation of a restructure of the management of the service and the appointment of a temporary auspice to oversee the restructuring process.

At a special meeting of FVMRU Inc. held on 21 June 1994, the recommendations from the DoCS review were accepted by FVMRU Inc. and Council was appointed as the interim auspice agency by agreement between FVMRU Inc., DoCS and Council.

The purpose of the interim agreement was to enable Council to restructure the service and restore it to FVMRU Inc., subject to implementation of all 97 recommendations from the review. Council entered into a formal agreement with FVMRU Inc. in September 1994 for an agreed auspice period of two years.

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In 1996 DoCS agreed to extend the temporary auspice period for a further two years. This action was taken in view of the 'unresolved conflict' between members of FVMRU Inc.

In July 1996 members of FVMRU Inc agreed to dissolve the association. This action effectively terminated the 1994 formal agreement and left Council as the sole managing agent for the Unit. Council operated the preschools from this time onwards.

In 1998 Council staff completed an internal financial and operational review to identify a strategy to restore the viability of the Unit as the first step to returning it a community management committee.

At the Council Meeting on 13 February 2007, Council resolved to delegate delivery of the Preschools to Peppercorn Services Inc (PSI). Council has continued to auspice the funding to operate the Preschools. Under this arrangement, Council holds the contract with the funding agency, and the management and delivery of preschool services is the responsibility of PSI.

In early 2019 the National Quality Framework (NQF) came into effect for mobile preschools meaning that these services were within scope for assessment and rating under this Framework.

The NQF meant significant changes to the former mobile preschool operations to meet the incoming regulatory requirements and PSI dedicated additional resources to the preschools to implement the necessary changes.

Despite efforts to recruit, deploy casual support and engage agency staff, PSI were not able to obtain staff with the requisite Early Childhood Teacher and Diploma Qualified Educator qualifications to meet the new ratio requirements. As a result, the Preschools were temporarily closed on 9 July 2021.

PSI worked with the Preschool families to determine the impact this service closure had. Due to COVID-19 restrictions there was only one enrolled family who required the use of childcare at this time. PSI continued to provide support to families in the area through the provision of online children's activities.

In September 2021, Council lodged an application for temporary waiver to enable the service to reopen without the requisite Early Childhood Teacher and Diploma Qualified Educator qualified. Council received notification on the 15 December 2021 that this application was not approved.

Whilst the service had a history of operating in deficit, the low numbers of enrolments, the impact of fee-free preschools policy and the continued fixed-costs of the service (staff, licence fees) meant that a significant financial deficit was forecast for 2021/2022 should the preschool operations be maintained.

In November 2021, the Board of PSI advised Council of its decision to relinquish operation of the preschool services. PSI advised that the service remained non-viable from a staffing, financial and regulatory compliance perspective with consideration to:

- The ongoing financial impact of operating under the new requirements for rural mobile preschools.
- The inability to attract and appoint educators that would enable the preschool to meet the regulatory requirements according to the qualification ratio requirements, and;
- The low enrolment rate of children.

PSI notified the families of enrolled children of this decision. Council in turn notified the Department of Education.

On 22 December 2021, Council staff lodged a Temporary Service Suspension request with the Department of Education to enable the Service Provider Approval Status to be maintained whilst the process for undertaking a Service Provider Approval Transfer was being investigated.

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On 8 February 2022, Council staff received the formal advice from the Department of Education regarding the transfer of Service Provider Approval Transfer:

- a) *As the current approved provider for Forgotten Valley Mobile Preschools, Hawkesbury City Council is responsible for managing the process of determining who the service is to be transferred to.*
- b) *As the Regulatory Authority, the Department cannot provide guidance or assistance in this regards.*
- c) *The Department also cannot assess a transfer application or an approved provider's capability to operate an education and care service premise prior to a transfer application being submitted.*
- d) *On the submission of all applications, transfers of services included, the Department takes a risk based approach and assesses an approved provider's capability to operate an education and care service premise. This assessment may include a reassessment of a person in management or controls fitness and propriety, where an assessment session, face to face or telephone interview may be held. The assessment looks into the approved providers background and history within the sector taking into consideration the receiving provider's history of compliance with the National Law and National Regulations. It is noted that subject to the outcome of this assessment, an application can proceed through to approval or in some circumstances can be refused by the Department."*

In February 2022 following a Councillor Briefing, Councillors requested staff investigate the Memorandum of Understanding (MOU) between (former) Baulkham Hills Shire, Hornsby Shire and Hawkesbury City Councils and its effect as an instrument that would commit these Councils to working jointly to resolve this issue.

The MOU, executed on 15 September 1993 states that:

" whereas it will always be in the interest and to the good of the ratepayers and residents of the three areas, it is intended to investigate, evaluate and propose the possible co-operative utilisation of resources, provision of services and works that may include but not limited to plant, equipment, public works and maintenance, staff training , total catchment and emergency services. "

In the instance of FVMRU, Hawkesbury Council is a contract manager for a service provided by a third party; it is not a service delivered by Council. Even if in the circumstance of cross-Council collaboration to secure an alternate provider, Hawkesbury City Council maintains responsibility for administering that process as the current contract holder and Approved Provider to implement.

Subsequent to the Councillor Briefing, staff have been in discussions with an existing mobile pre-school provider to determine its interest in operating the service. Following months of negotiations, the mobile pre-school provider advised in April 2022 that they would not pursue this.

There are now has two options to resolve this matter, being to relinquish Service Provider Approval, or to implement an Expression of Interest process to select a provider to which Council would then apply to the Department of Education transfer the Service Provider Approval, to an alternate service provider.

The key considerations for each option are provided below:

1. Surrender of Service Provider Approval

- Despite holding current Service Provider Approval, Council is not authorised to approve a Transfer of Service Provider Approval. This is a decision for the Department of Education as the Regulatory Authority.

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- Council receives State and Federal funding for a number of community services which it delegates to PSI to deliver. Council does not have the governance arrangements to auspice an alternate provider.
- No children have used the service since its temporary closure on 9 July 2021.
- Individual groups, organisations and private providers who have made contact with Council would be notified of this decision.
- Written notice would be provided to the Department specifying the date on which the surrender is intended to take effect. Council would also provide written advice to enrolled families at least 14 days before the surrender is intended to take effect.

2. Expression of Interest to select an Alternate Provider

- In the absence of a process issued by the Department of Education as the authorising agency, Council would need to develop a process to select a preferred alternate provider.
- Council would run an Expression of Interest process through which applicants would need to demonstrate they can meet the criteria issued by the Department of Education for mobile contracts.
- Expression of Interest offers would be assessed by Council staff.
- In addition to the consideration of matters within Council's ability to assess, the Department of Education may consider additional matters prior to consenting to Transfer of Service Provider Approval, including:
 - Fitness and propriety, including the fitness and propriety of any persons with management or control (PMC). This may include a reassessment of the fitness and propriety of the approved provider and/or any persons with management or control (PMC), and;
 - Knowledge of the National Law and Regulations.

DISCUSSION

- Both preschool sites are situated outside of the Hawkesbury LGA. The South Maroota facility is in The Hills Shire LGA and the Wisemans Ferry facility is in the Hornsby Shire LGA
- The profile of the seven children enrolled in the service at the time of the closure on 16 December 2021 was:
 - One child from the Hawkesbury LGA
 - Six children from The Hills Shire LGA
- The vast majority of residents that have expressed a continued need for the preschool services live in The Hills Shire and Hornsby Shire LGAs.
- Whilst the criteria proposed to be included in an Expression of Interest was taken from the mobile preschools funding criteria, the weighting and assessment of applicants would fall to Council staff.
- Should Council resolve to run an Expression of Interest process, Council would determine its preferred provider. Council would then be required to lodge a Transfer of Service Provider Approval to the Department of Education. The Department would then undertake its own assessment of the provider and subject to the outcome of this assessment, an application can proceed through to approval or in some circumstances can be refused by the Department.

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- The governance controls in place between Council and PSI manage the risk of delegating funding for direct service delivery. Council receives State and Federal funding for a number of community services which it delegates to PSI to deliver. Council does not have the governance arrangements to auspice an alternate provider.
- A Resident Group that has formed to advocate for the preschools to reopen has undertaken a survey to determine what the prospective interest for utilising the preschool services could be. Representatives of this group has advised that reportedly, there are up to 27 families that may enroll in the service should it reopen.
- As the services have not been operating since 9 July 2021, no families are currently using the preschools.
- The Department of Education is the Regulatory Authority and must assess any alternate preferred provider put forward by Council prior to granting or denying Transfer of Service Provider Approval.

Option 2 is not preferred as there are a number of matters that are outside of Council's authority and expertise to approve and assess. As there is no process issued by the Department of Education, Council would be required develop a criteria and vet Expression of Interest applications without the authority to ensure that a preferred applicant selected through this process would be approved to receive the Service Provider Approval when the Department of Education undertakes its own assessment of the applicant. As such, it is recommended that Council adopt Option 1 and surrender its Service Provider Approval.

COMMUNITY ENGAGEMENT

There is no consultation required under Council's Community Engagement Policy as both sites are operated outside of Hawkesbury City LGA.

Parents have received written communication notifying them of PSI's decision to relinquish the service in November 2021. Notification of intention to surrender the Service Approval or a Transfer the Service Provider Approval would be provided to families of students enrolled as of December 2021 in accordance with the National Law Alignment Provisions.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Future

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

FINANCIAL IMPACT

Funding for this service is subject to the service being delivered and a Transfer of Service Provider Approval or Surrender of Service Provider Approval would have no financial implications for Council. As such, there are no financial implications associated with this report.

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ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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Item: 110 **SS - Proposed Road Dedication - Bismark Street, McGraths Hill - (95496, 112106)**

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to seek Council's endorsement to confirm the status of the road known as Bismark Street, McGraths Hill and formalise the status via government notification dedicating the land as public road reserve under Sections 16 and 17 of the Roads Act 1993. After which Council can complete the road closure process, to allow the land to be included in Colbee Park.

EXECUTIVE SUMMARY:

During the development of Colbee Park's Master Plan the status of Bismark Street, McGraths Hill was investigated. Advice was sought from Council's Solicitor, Pikes and Verekers Lawyers who recommended that Council dedicate the road via Council resolution and Gazettal then proceed to complete the road closure process with the Certificate of Title vesting in Council's name. This will allow Bismark Street to be included as land within Colbee Park and not a road which structures cannot be erected upon, which could affect the future development of Colbee Park. This report deals with the first stage of dedicating Bismark Street as public road.

RECOMMENDATION:

That:

1. Council publicly exhibit the proposed dedication of Bismark Street, McGraths Hill as public road, as shown in the location plan attached as Attachment 1, to this report, in accordance with Section 17(1) of the Roads Act, 1993.
 2. A further report be prepared for Council to consider the outcome of the public exhibition for the dedication and if approved, seek Council's approval to proceed with the proposed closure of Bismark Street, McGraths Hill.
-

BACKGROUND

Council staff during the master planning of Colbee Park queried the status of Bismark Street, McGraths Hill, that runs through the Park. An investigation of Council's Corporate Geographical Information System showed the land as a road reserve but did not show any reference or notation of the road ever being resumed or dedicated. Attachment 1 to this report shows the location of Bismark Street from Council's Geographical Information System mapping system. Attachment 2 to this report provides an aerial map of the location. On both maps the road reserve is show in red, with the land comprising Colbee Park outlined in blue.

The road reserve within Colbee Park does not contain a formed road. Despite this the road reserve is maintained by undertaking activities such as mowing and tree maintenance.

A full road status investigation was undertaken by Info Track through Council's Solicitors, Pikes and Verekers Lawyers, which advised that Bismark Street was originally created in an old system undated private subdivision filed at the Office of Land Registration Services under Deposited Plan number 4042L

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(now known as Filed Plan 977298), circa mid to late 1800's. There is no evidence of any formal dedication of Bismark Street as Road.

Although there is no evidence of formal dedication of the road, it could be presumed the documentary title to the road remains comprised in the Certificates of Title:

- Conveyance Book 3391 No 306 which was conveyed by Rhonda Philip Walker to Luigi Montagiani and Maria Antonietta Montagiani by conveyance on 14 November 1979.
- Lot 1 DP 560886 in the ownership of The Council of the Municipality of Windsor.
- Lot 41 DP 864349 in the ownership of Hawkesbury City Council.

Given the above and pursuant to Sections 16 and 17 of the Roads Act 1993, Council may dedicate certain land "Public Road" by notice in the Government Gazette. This applies to land that is set aside for the purpose of a road left in a Plan of Subdivision effected before 1 January 1907 (the date of commencement of the Local Government Act 1906) or in a plan of subdivision that was registered before 1 January 1920 (the date of the Local Government Act 1919).

However, before the dedication of land as a "Public Road" can occur, Council must publicly exhibit the proposed dedication for a period of at least 28 days. If submissions are received the matter would be reported back to Council for consideration of any submissions received.

The proposed dedication will also allow Council to then proceed with the road closure process and include the land within Colbee Park for use in accordance with the Master Plan and Plan of Management for Colbee Park.

The two lots comprising Colbee Park are classified as 'community' land under Section 26 of the Local Government Act, 1993. If the road closure is completed and a certificate of title issued, it is envisaged that the former road reserve would be classified as 'community' land, as under Section 31 (2A) of the Act. If Council does not resolve to classify the land within three months, it is taken to be classified as 'community' land.

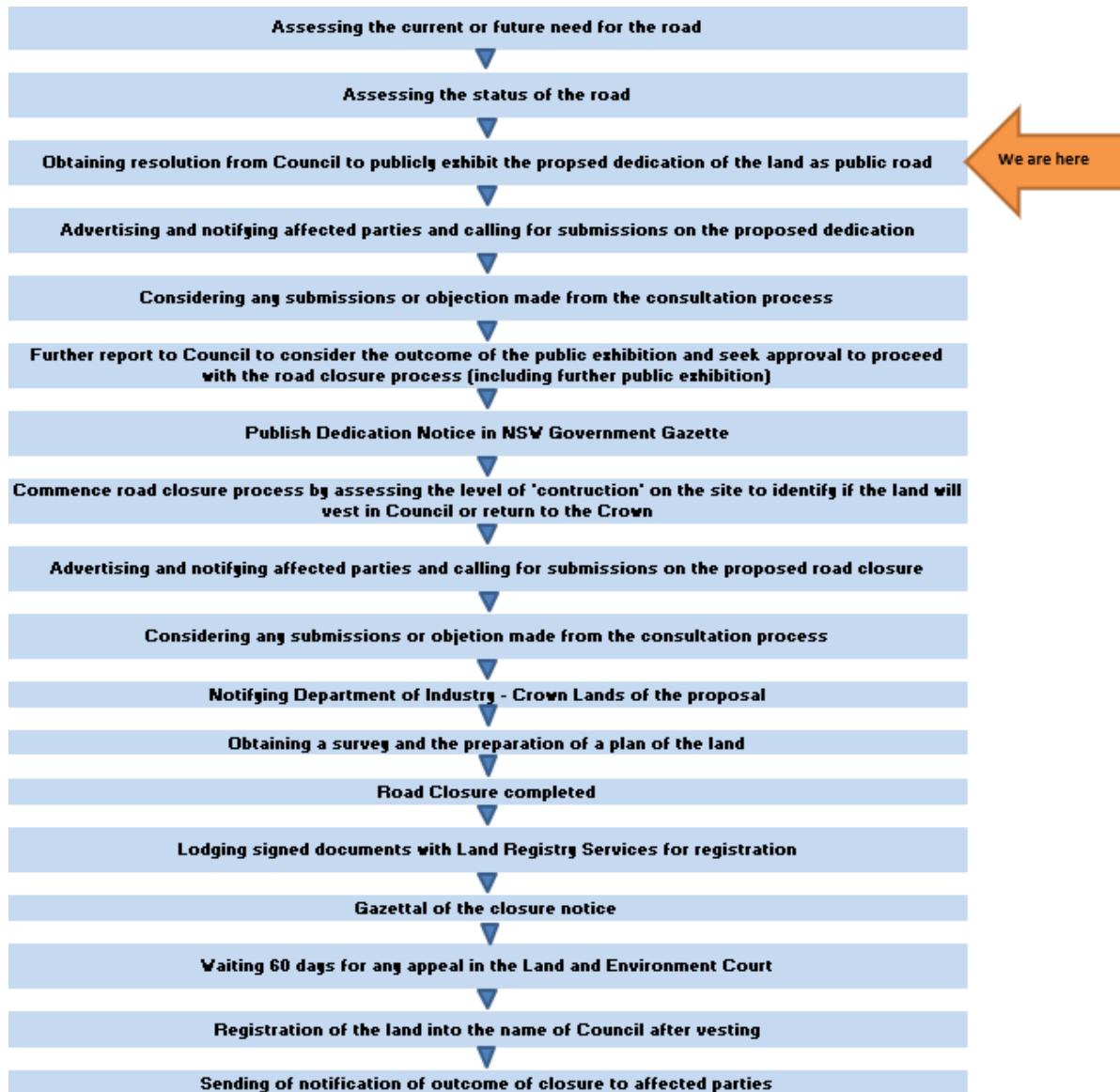
Proceeding with the proposed road dedication and closure would allow for improved safety in Colbee Park, as a public road would not run through the Park, allowing children and families to utilise the Park without navigating vehicular access along the road in the middle of the Park. Attachment 3 to this report is an excerpt from the Master Plan, and it shows that the car park would be located at the top of Colbee Park with Bismark Street turned into a central park area where visitors can walk freely. An access driveway would remain for emergency uses only.

To progress the matter further, a resolution of Council is required to proceed with the publicly exhibiting the proposed road dedication. Public consultation will be carried out in accordance with the Act which includes inviting submissions from the public through advertisement in public newspaper, on Council's website and signage at the location.

The outcome of the public exhibition will be reported back to Council. The future report would consider seeking approval to formally dedicate Bismark Street as public road, and then seek approval to proceed with the road closure process, including further public consultation.

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The procedure for the dedicating and closing a road is set out below:



COMMUNITY ENGAGEMENT

The issues raised in this report concern matters which constitute a trigger for Community Engagement under Council's Community Engagement Policy.

In accordance with Section 17 of the Roads Act 1993, Council will seek public comments on the road dedication for a period of 28 days by:

- Newspaper advertisement
- Notification on Council's website.

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CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

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

Our Assets

- 4.1 Transport infrastructure and connections - Creating an integrated and well maintained transport system is an important local priority.
- 4.1.3 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.

FINANCIAL IMPACT

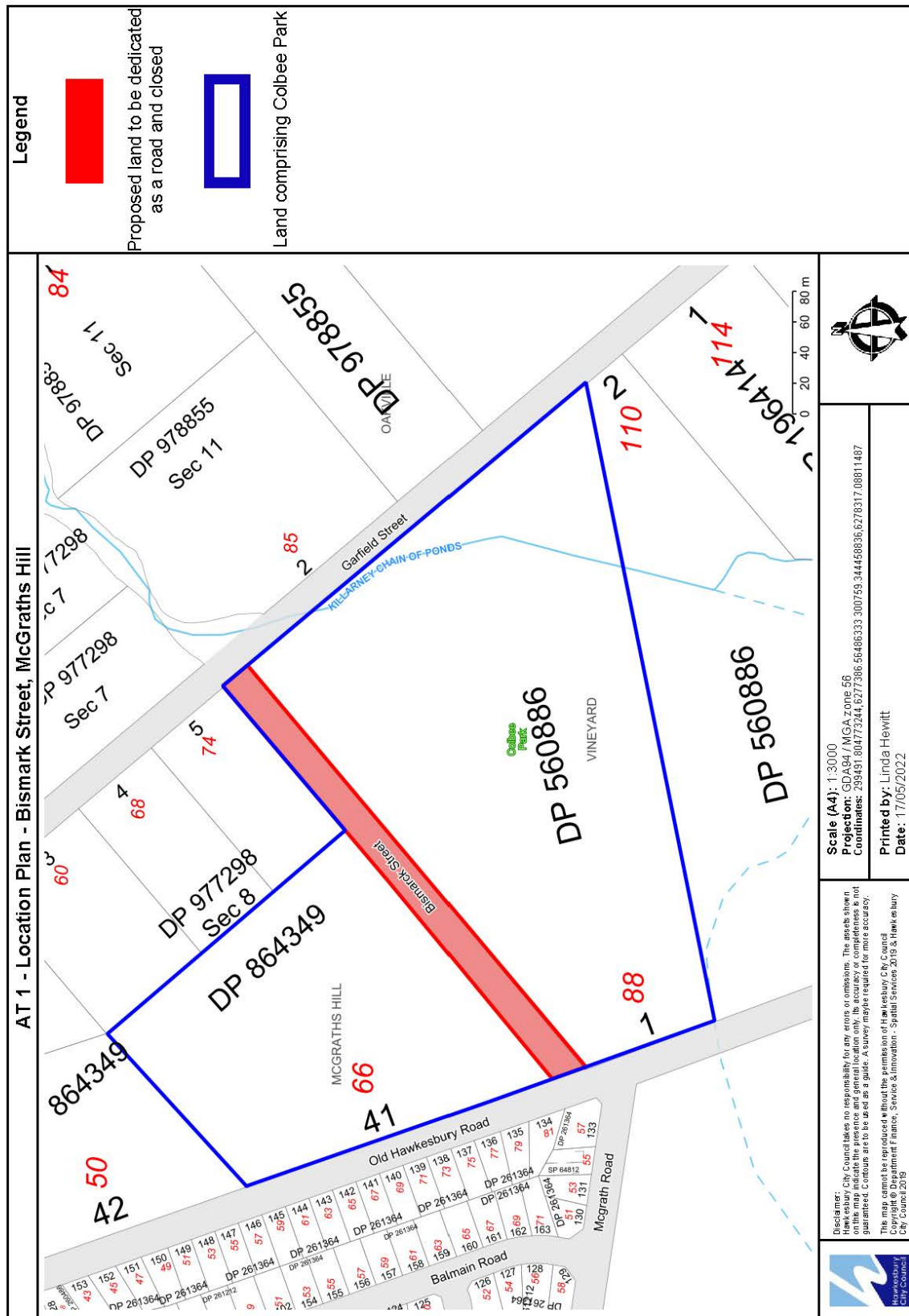
The estimated expenditure applicable in regard to this matter is \$7,000, which will be funded from the Colbee Park Master Plan project.

ATTACHMENTS:

- AT - 1** Location Plan – Bismark Street, McGraths Hill.
- AT - 2** Aerial Map – Bismark Street, McGraths Hill.
- AT - 3** Excerpt from Colbee Park Masterplan.

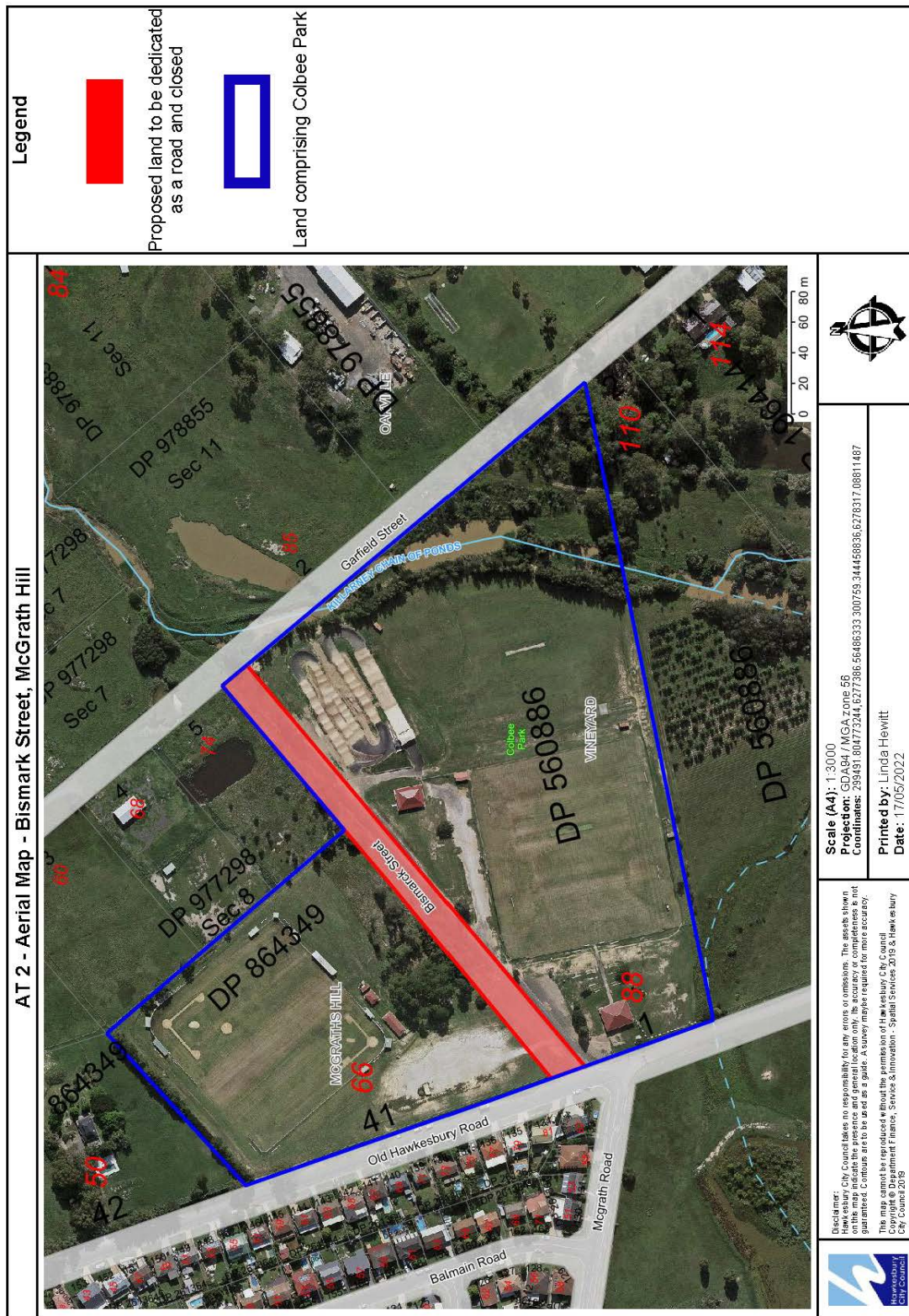
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AT - 1 Location Plan – Bismark Street, McGraths Hill



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AT - 2 Aerial Map – Bismark Street, McGraths Hill



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AT - 3 Excerpt from Colbee Park Masterplan



oooO END OF REPORT Oooo

Ordinary

Section **4**

Reports
of committees

ORDINARY MEETING

SECTION 4 – Reports of Committees

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SECTION 4 – Reports of Committees

Item: 111 **ROC - Community Services Committee - 26 April 2022 - (95496, 151937)**

Directorate: Support Services

PURPOSE OF THE REPORT:

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

EXECUTIVE SUMMARY:

Two matters - (Items 2 and 3), contained within the minutes of the Community Services Committee have policy or financial implications to Council. They therefore require specific consideration by Council, the details of which are discussed in the report below.

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

RECOMMENDATION:

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

1. Council receive and note the Community Services Committee in respect to Item 1.
2. Council endorse the Committee Recommendations in respect of Item 2, namely:

"That:

1. *This matter be deferred to the next Community Services Committee Meeting.*
2. *The WSROC Heat Smart Program Coordinator be invited to address the next Community Services Committee.*
3. *The Committee consider the Heat Coordinator position at the next Community Services Committee meeting."*

3. Council endorse the Committee Recommendation in respect of Item 3, namely:

"That the Committee receive and note the report and endorse the development of the Community Wellbeing Outcomes Framework as included in the Draft 2022/2023 Operational Plan."

DISCUSSION

The Community Service Committee met on 26 April 2022. The agenda is available [here](#) and attachments to items in the agenda are available [here](#).

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

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Item 2 - WSROC Heat Smart Program

"That:

- 1. This matter be deferred to the next Community Services Committee Meeting.*
- 2. The WSROC Heat Smart Program Coordinator be invited to address the next Community Services Committee.*
- 3. The Committee consider the Heat Coordinator position at the next Community Services Committee meeting."*

A report on this matter will be prepared, and an invite will be extended to the WSROC Heat Smart Program Coordinator to attend the next meeting of the Community Services Committee on 28 June 2022.

The report to the next Committee Meeting will include details of costs to fund a Heat Coordinator position.

Item 3 - Update on Council's Social Plans

"That the Committee receive and note the report and endorse the development of the Community Wellbeing Outcomes Framework as included in the Draft 2022/2023 Operational Plan."

The Manager Community Planning and Partnerships at the meeting outlined the Human Services Outcomes Framework as the planning framework endorsed by the (former) Human Services Advisory Committee. This Framework is being applied to the development of new social plans.

Staff confirmed that outstanding actions from the Dementia Friendly Hawkesbury Plan and Access and Inclusion Plan will be implemented by December 2022.

The Committee requested that they be informed when working groups are needed to be established to assist with implementation of the Plans.

The Committee requested items of note be drawn to Council's attention to ensure continued focus on actions within the Plan that are more challenging to deliver, such as partnerships to increase accessible housing, noting that these items need to be highlighted to Council to keep issues front of mind.

The Committee enquired as to the progress of the Pocket Parks Review and was advised that Council is in process of engaging a consultant to develop a Social Infrastructure Strategy that will include the work undertaken through the Pocket Parks Review.

ATTACHMENTS:

AT - 1 Minutes of the Community Services Meeting held on 26 April 2022.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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AT - 1 Minutes of the Community Services Meeting held on 26 April 2022.

Minutes of the Meeting of the Community Services Committee held in the Council Chambers, on 26 April 2022, commencing at 6:35pm.

ATTENDANCE

Present: Councillor Sarah Richards, Hawkesbury City Council
Councillor Les Sheather, Hawkesbury City Council (Chairperson)
Councillor Danielle Wheeler, Hawkesbury City Council

Apologies: Councillor Barry Calvert, Hawkesbury City Council
Councillor Mary Lyons-Buckett, Hawkesbury City Council

In Attendance: Mr Laurie Mifsud, Hawkesbury City Council
Ms Meagan Ang, Hawkesbury City Council
Mr Andrew Kearns, Hawkesbury City Council
Ms Suzanne Stuart, Hawkesbury City Council
Ms Tracey Easterbrook, Hawkesbury City Council
Ms Amy Birks - Minute Secretary, Hawkesbury City Council

Attendance Register of Environment Committee

Member	26/04/2022
Councillor Barry Calvert	A
Councillor Lyons-Buckett	A
Councillor Sarah Richards	✓
Councillor Les Sheather	✓
Councillor Danielle Wheeler	✓

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

APOLOGIES AND LEAVE OF ABSENCE

Apologies for absence were received from Councillor Barry Calvert and Councillor Mary Lyons-Buckett.

RESOLVED on the motion of Councillor Sheather and seconded by Councillor Richards that the apologies be accepted.

DECLARATIONS OF INTEREST

There were no Declarations of Interests made.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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Item: 1 **CS - Election of Chairperson - (79351, 151937)Business Paper - Ordinary Meeting MASTER - 14 June 2022**

Directorate: General Manager

OFFICER'S RECOMMENDATION:

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

COMMITTEE RECOMMENDATION:

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

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

For the Motion: Councillors Richards, Sheather and Wheeler.

Against the Motion: Nil.

Absent: Councillor Calvert and Lyons-Buckett.

DISCUSSION:

The Director Support Services, Mr Laurie Mifsud, called for nominations for the position of Chairperson. One nomination was received, being:

Councillor Barry Calvert	Nominated by Councillor Richards Seconded by Councillor Sheather The Director Support Services, Mr Laurie Mifsud advised that Councillor Calvert had previously advised via email that he would accept the nomination.
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There being one nomination, Councillor Calvert was elected as Chairperson of the Community Services Committee from April 2022 to April 2023.

In the absence of the Chairperson, Councillor Calvert; the Director Support Services, Laurie Mifsud, called for nominations for the Chairperson for this meeting of the Community Services Committee:

Councillor Sheather	Nominated by Councillor Richards Seconded by Councillor Wheeler
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Councillor Sheather accepted and was declared to chair the meeting.

ORDINARY MEETING
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Item: 2 **CS - WSROC Heat Smart Program - (151937)**

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That Council Officers continue involvement on the WSROC Heat Smart Program, and projects associated with addressing the impacts of urban heat.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Wheeler seconded by Councillor Richards.

That:

1. This matter be deferred to the next Community Services Committee Meeting.
2. The WSROC Heat Smart Program Coordinator be invited to address the next Community Services Committee.
3. The Committee consider the Heat Coordinator position at the next Community Services Committee meeting.

For the Motion: Councillors Richards, Sheather and Wheeler.

Against the Motion: Nil.

Absent: Councillors Calvert and Lyons-Buckett.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 14 June 2022

Item: 3 **CS - Update on Council's Social Plans - (151937)**

Directorate: Support Services

OFFICER'S RECOMMENDATION:

That the Committee receive and note the report and endorse the development of the Community Wellbeing Outcomes Framework as included in the Draft 2022/2023 Operational Plan.

COMMITTEE RECOMMENDATION:

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

That the Committee receive and note the report and endorse the development of the Community Wellbeing Outcomes Framework as included in the Draft 2022/2023 Operational Plan.

For the Motion: Councillors Richards, Sheather and Wheeler.

Against the Motion: Nil.

Absent: Councillors Calvert and Lyons-Buckett.

The meeting was terminated at 7:04pm

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 14 June 2022

Item: 112 **ROC - Local Traffic Committee - 09 May 2022 - (95495, 80245)**

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Local Traffic Committee, held on 09 May 2022.

EXECUTIVE SUMMARY:

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

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

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

RECOMMENDATION:

That Council adopt the recommendations contained in the minutes of the Hawkesbury City Council Traffic Committee meeting held on 09 May 2022.

DISCUSSION

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

- General Traffic Matter – Proposed Roundabout at the Intersection of Grose Vale Road and Grose River Road – Redbank, North Richmond DA0498/18
- General Traffic Matter – Proposed Signposting and Line Marking for Fairey Road, South Windsor DA0137/19
- Special Event Update – Cancellation / Rescheduling of 2022 Special Events
- Special Event Matter – Tour de PIF Charity Ride and Run/Walk 2022 Event
- General Traffic Matter – Proposed Signposting and Line Marking for the Vineyard Precinct in the vicinity of Commercial Road, Vineyard - DA0552/19
- General Traffic Matter – Proposed Signposting and Line Marking for the Vineyard Precinct at No. 274 Commercial Road, Vineyard - DA0133/18
- General Traffic Matter – Proposed Parking Restrictions along the Cul-de-sac at the Southern End of Lieutenant Bowen Drive, Bowen Mountain
- General Traffic Matter – Proposed Median Island in Boundary Roads at its intersection with Bluegate Street, Box Hill - Request from The Hills Council for Hawkesbury Council Concurrence

ATTACHMENTS:

AT - 1 Minutes of the Local Traffic Committee held on 9 May 2022.

ORDINARY MEETING
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Meeting Date: 14 June 2022

AT - 1 Minutes of the Local Traffic Committee held on 9 May 2022

Minutes of the Meeting of the Local Traffic Committee held remotely on Monday, 9 May 2022 commencing at 3pm.

ATTENDANCE

- Present:** Councillor Mary Lyons-Buckett, Hawkesbury City Council
Mr Peter Bache, Transport for NSW
Mr Louis Todd, Transport for NSW
Ms Thera Hobbs, representing Ms Robyn Preston MP (Member for Hawkesbury)
Mr Steve Grady, Busways
- Apologies:** Senior Constable Damien Mitchell, NSW Police
Inspector Mark Harvey, NSW Police
- In Attendance:** Mr Christopher Amit, Hawkesbury City Council, (Chair)
Ms Cathy Mills, Hawkesbury City Council

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

SECTION 1 – Minutes

Item 1.1 Confirmation of Minutes

The Committee resolved on the Motion of Councillor Lyons-Buckett, seconded by Ms Thera Hobbs, that the Minutes from the previous meeting held on Monday, 11 April 2022 be confirmed.

Item 1.2 Business Arising

Item: 1.2.1 LTC Proposed Roundabout at the Intersection of Grose Vale Road and Grose River Road - Redbank, North Richmond DA0498/18 - (Hawkesbury) - (80245, 73621, 123265, 112157, 146425)

Previous Item: 2.2, LTC (11 April 2022)

REPORT:

Mr Christopher Amit advised the Committee that the Proposed Roundabout at the Intersection of Grose Vale Road and Grose River Road – Redbank, North Richmond as part of DA0498/18 was considered at the 11 April 2022 LTC meeting. The Plans contained in the Agenda Item for the April meeting were updated by the Developer (replacing those in the agenda item) and distributed to the LTC members prior to the April LTC meeting.

Transport for NSW raised several concerns regarding the updated plans and the Road Safety Audit document as well as other matters relating to the proposal.

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

- a. The Road Safety Audit Document as contained in Attachment 14 be updated with a more detailed response to align with the plans updated. The comments in the Client Response Section be updated to outline the actions taken to close each of the Corrective Actions (CAR).

ORDINARY MEETING
SECTION 4 – Reports of Committees

Meeting Date: 14 June 2022

- b. Active Transport requirements at the roundabout (pathway, kerb ramps and gaps in the slitters Islands) have not been addressed which takes into account the residential development adjacent to the intersection and pedestrian movements along Grose Vale Road and the future connection with the Bridge over the Grose River.
- c. Details outlined in the report as part of the Committee Discussion such as various signs.

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

Updated plans (including an additional Sheet CC801A) and Road Safety Audit (RSA) has been provided by the Developer for the May LTC meeting which was circulated to members prior to the meeting. The updated RSA (Road Safety Audit – Prepared by BTE Consulting Pty Ltd – BTE-220008-D0C-RSA_DD_GVR_EAST_REPORT_FINAL_Rev 5) provides for close out comments and addresses the issues raised by TfNSW as well as matters relating to the overall design. The updated plans provided are listed below with their respective revision number:

- 1. Roundabout Plan – Grose Vale Road Roundabout, North Richmond - Sheet No. CC300 - Revision H.
- 2. Signage and Linemarking Plan: Sheet 1 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC800 - Revision F.
- 3. Signage and Linemarking Plan: Sheet 2 – Grose Vale Road Roundabout, North Richmond - Sheet No. CC801 - Revision J.
- 4. Signage and Linemarking Plan: Sheet 2A – Grose Vale Road Roundabout, North Richmond - Sheet No. CC801A – Revision A
- 5. Linemarking Setout Plan - Grose Vale Road Roundabout, North Richmond - Sheet No. CC802 - Revision H.
- 6. Swept Path Plan: Sheet 1 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC900 – Revision H
- 7. Swept Path Plan: Sheet 2 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC901 - Revision F.
- 8. Swept Path Plan: Sheet 3 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC902 - Revision F.
- 9. Swept Path Plan: Sheet 4 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC903 - Revision F.
- 10. Swept Path Plan: Sheet 5 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC904 - Revision F.
- 11. Swept Path Plan: Sheet 6 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC905 - Revision G.
- 12. Swept Path Plan: Sheet 7 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC906 - Revision F.
- 13. Swept Path Plan: Sheet 8 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC907 - Revision G.
- 14. Swept Path Plan: Sheet 9 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC908 - Revision D.

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The Committee considered the revised information presented and provided its concurrence on the basis that Note No. 8 from the Pavement Marking and Signposting Notes from Sheet Nos CC801 and CC801A are deleted.

COMMITTEE RECOMMENDATION:

That the installation of a single lane roundabout, which includes the provision of traffic calming, pedestrian access, linemarking, signage and lighting, at the intersection of Grose Vale Road and Grose River Road, North Richmond, as outlined in the revised plans prepared by J.Wyndham Price (Project 110185-12) and the revised Road Safety Audit prepared by BTE Consulting as contained within Attachments 1 to 15 associated with the Development Application DA0498/18 be implemented on the basis that Note No. 8 from the Pavement Marking and Signposting Notes from Sheet Nos CC801 and CC801A are deleted.

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

Support for the Recommendation: Unanimous support

ATTACHMENTS:

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

AT - 2 Signage and Linemarking Plan: Sheet 1 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC800 - Revision F.

AT - 3 Signage and Linemarking Plan: Sheet 2 – Grose Vale Road Roundabout, North Richmond - Sheet No. CC801 - Revision J.

AT - 4 Signage and Linemarking Plan: Sheet 2A – Grose Vale Road Roundabout, North Richmond - Sheet No. CC801A - Revision A

AT - 5 Linemarking Setout Plan - Grose Vale Road Roundabout, North Richmond - Sheet No. CC802 - Revision H.

AT - 6 Swept Path Plan: Sheet 1 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC900 – Revision H

AT - 7 Swept Path Plan: Sheet 2 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC901 - Revision F.

AT – 8 Swept Path Plan: Sheet 3 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC902 - Revision F.

AT - 9 Swept Path Plan: Sheet 4 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC903 - Revision F.

AT - 10 Swept Path Plan: Sheet 5 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC904 - Revision F.

AT - 11 Swept Path Plan: Sheet 6 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC905 - Revision G.

AT - 12 Swept Path Plan: Sheet 7 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC906 - Revision F.

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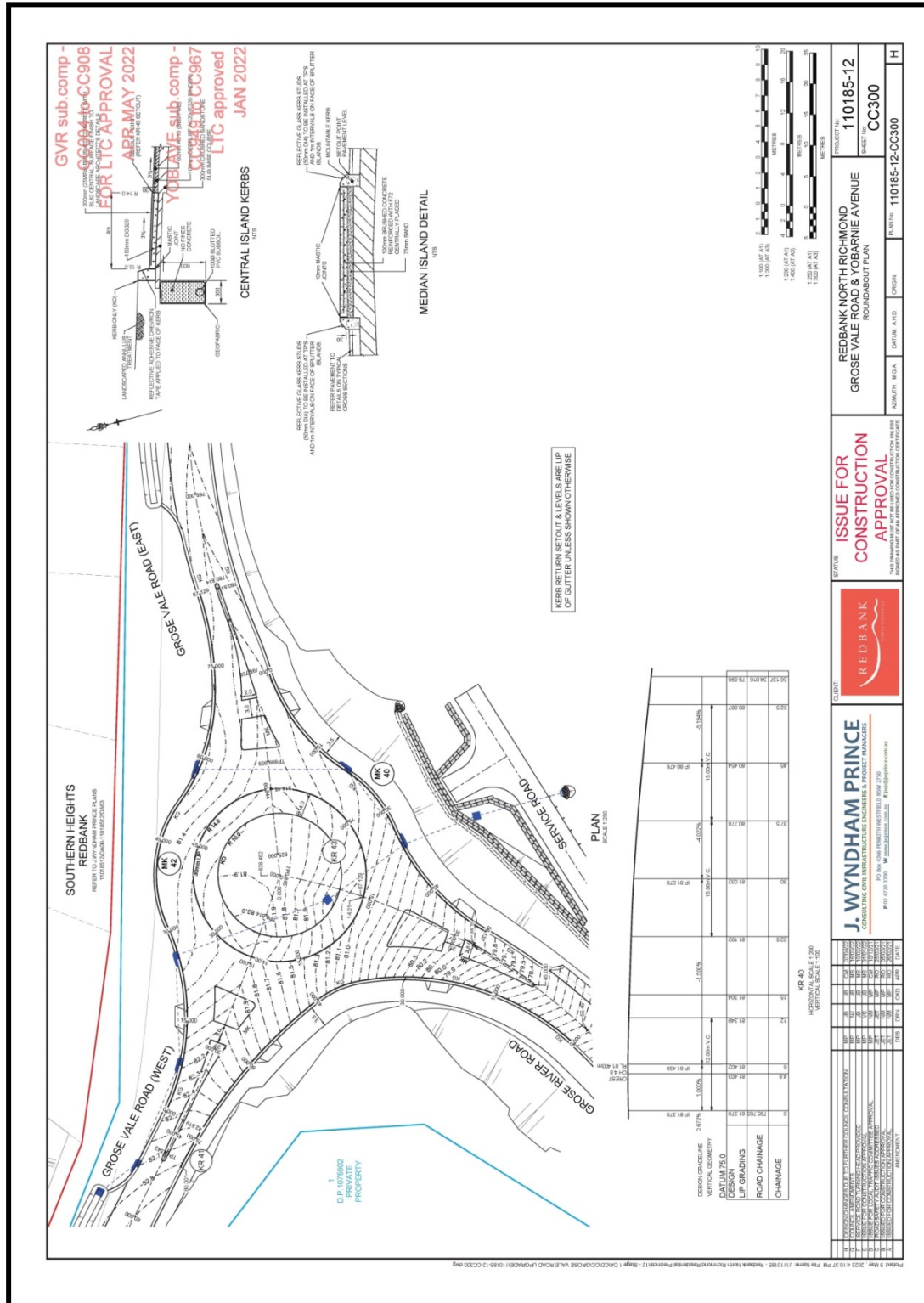
AT - 13 Swept Path Plan: Sheet 8 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC907 - Revision G.

AT - 14 Swept Path Plan: Sheet 9 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC908 - Revision D

AT - 15 Road Safety Audit – Prepared by BTE Consulting Pty Ltd – BTE-220008-DOC-RSA_DD_GVR_EAST_REPORT_FINAL_Rev 5 (*Provided under separate cover - see attached*)

ORDINARY MEETING
SECTION 4 – Reports of Committees
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**AT - 1 Roundabout Plan – Grose Vale Road Roundabout, North Richmond - Sheet No. CC300 -
Revision H**

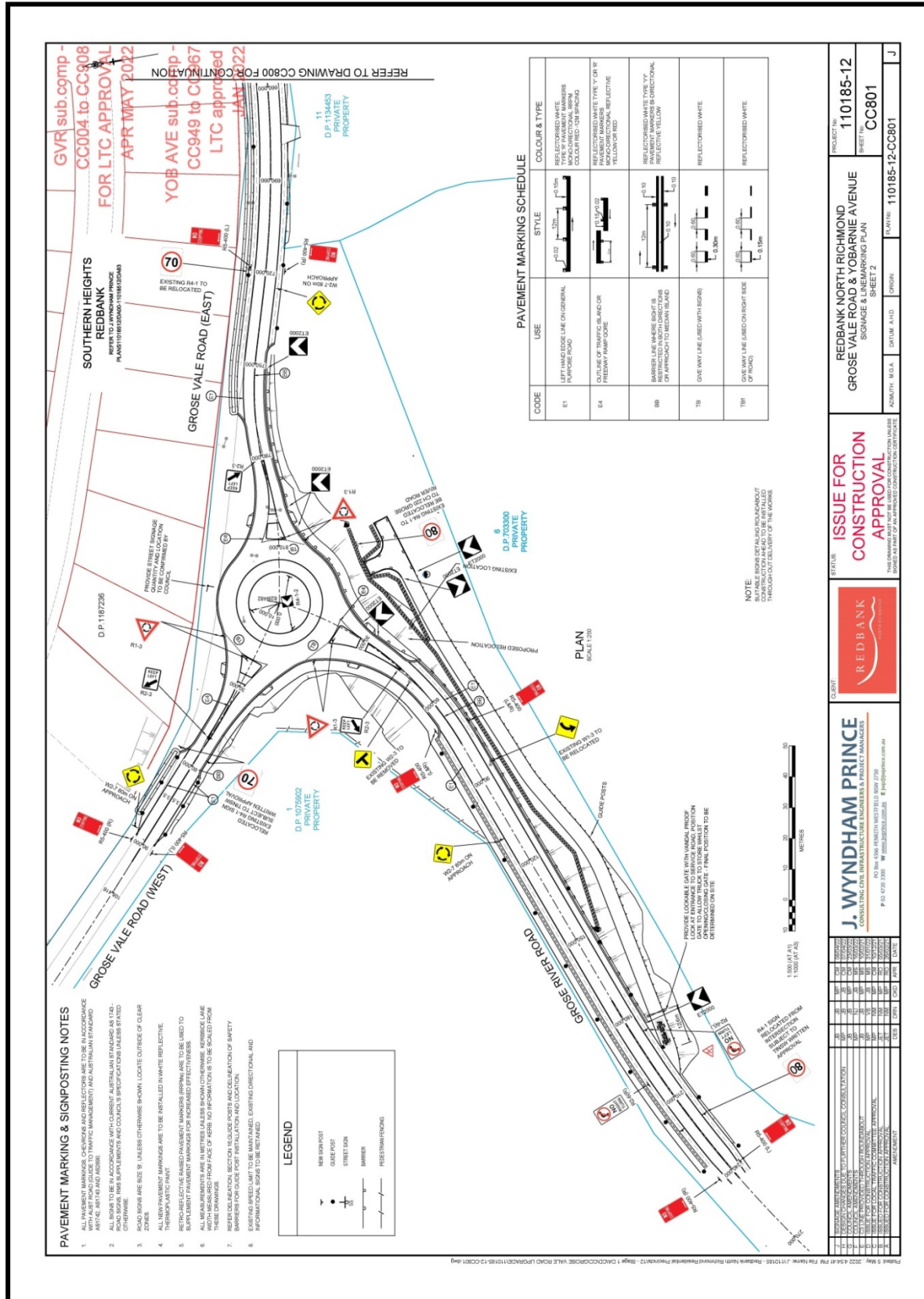


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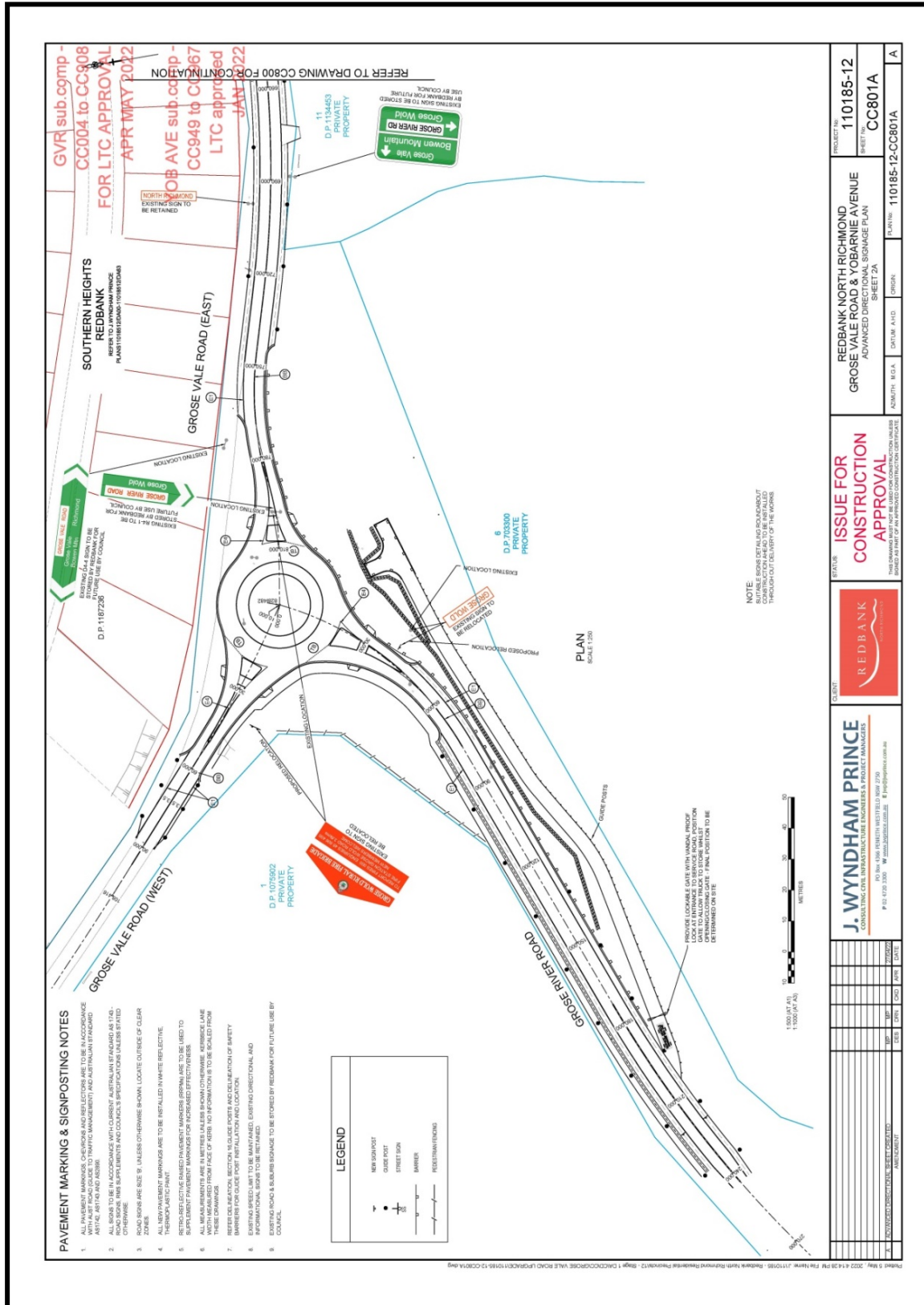
ORDINARY MEETING
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AT - 3 Signage and Linemarking Plan: Sheet 2 – Grose Vale Road Roundabout, North Richmond - Sheet No. CC801 - Revision J.



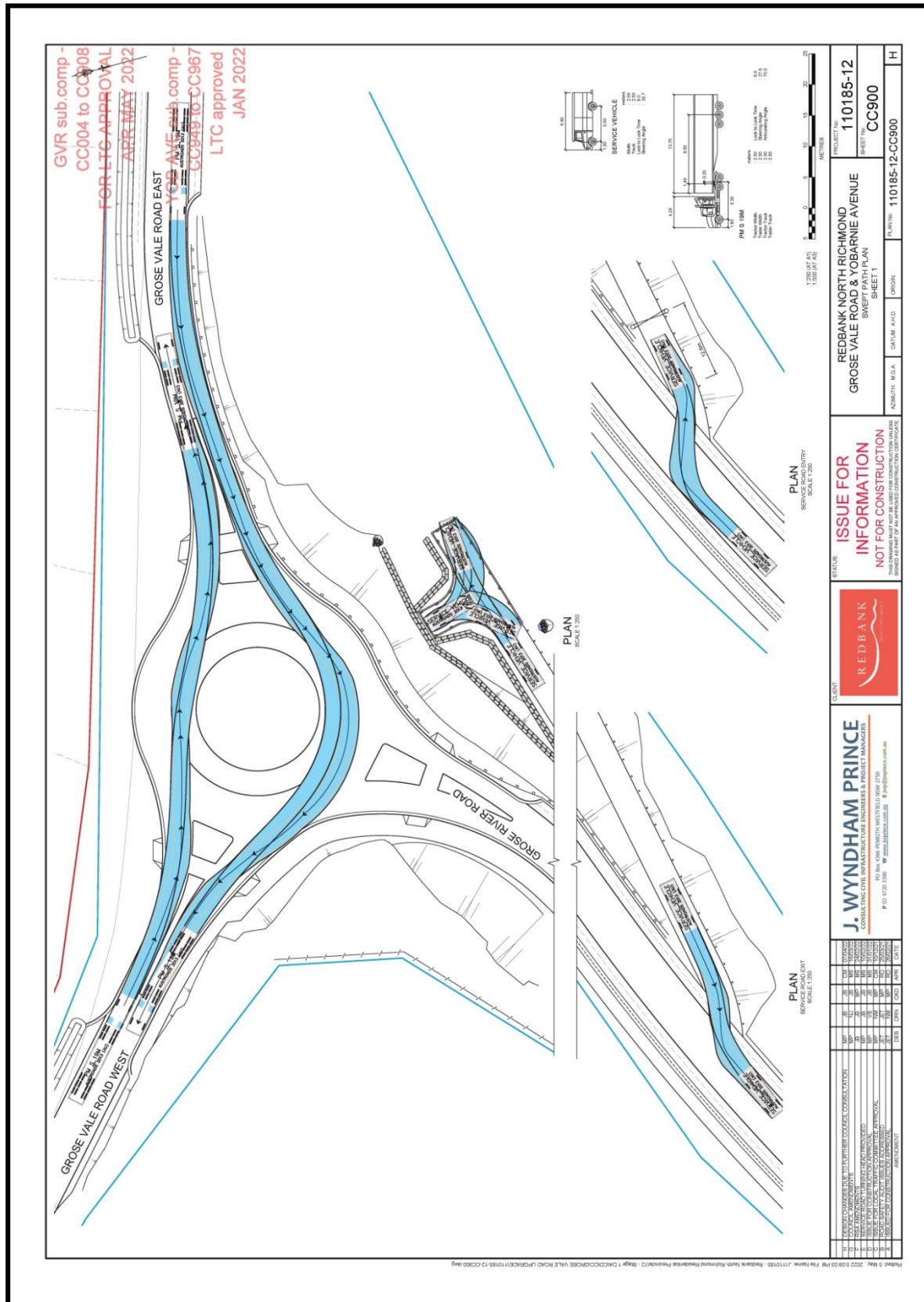
ORDINARY MEETING
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AT - 4 Signage and Linemarking Plan: Sheet 2A – Grose Vale Road Roundabout, North Richmond - Sheet No. CC801A - Revision A



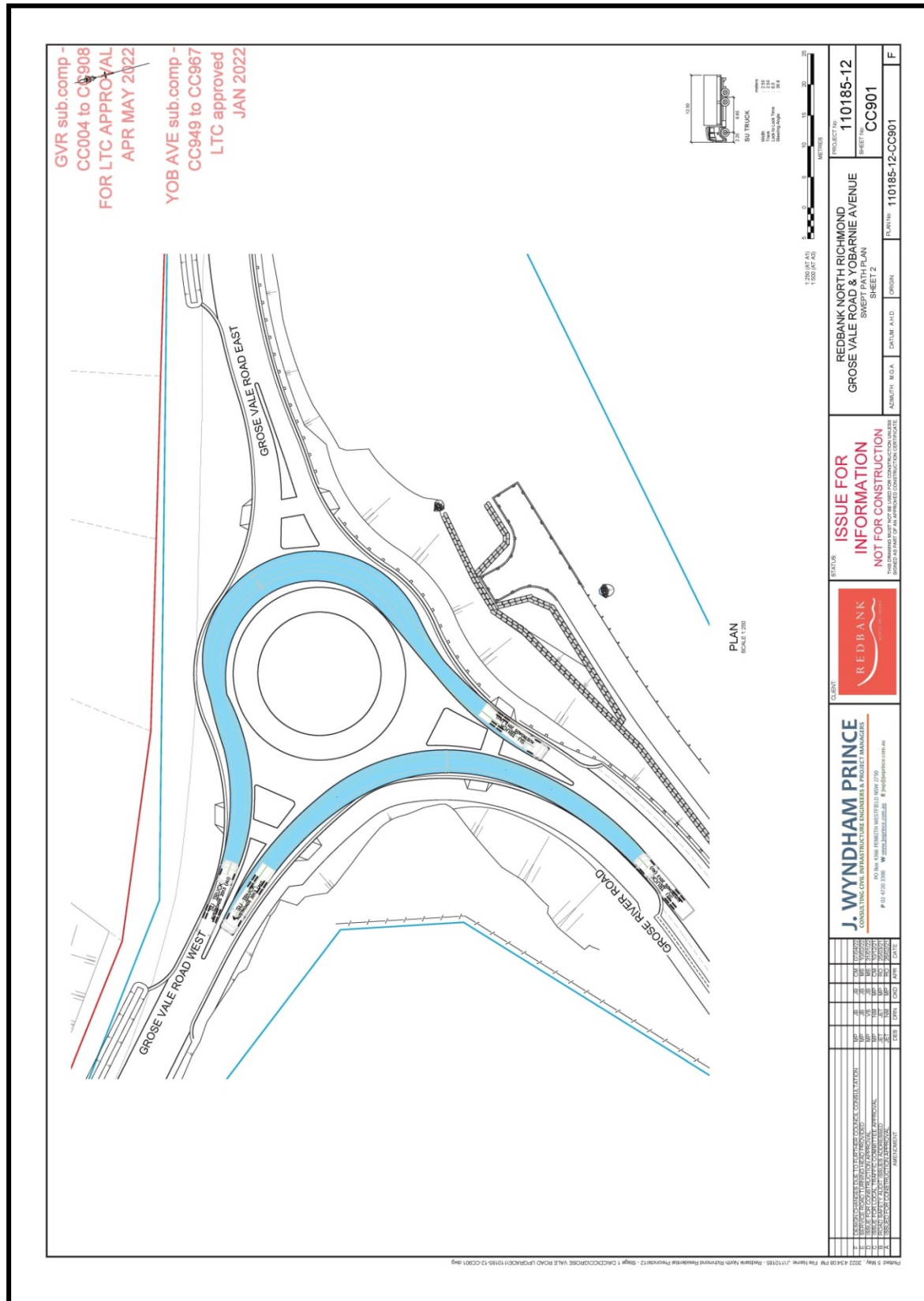
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AT - 6 Swept Path Plan: Sheet 1 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC900 – Revision H



Meeting Date: 14 June 2022

AT - 7 Swept Path Plan: Sheet 2 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC901 - Revision F.

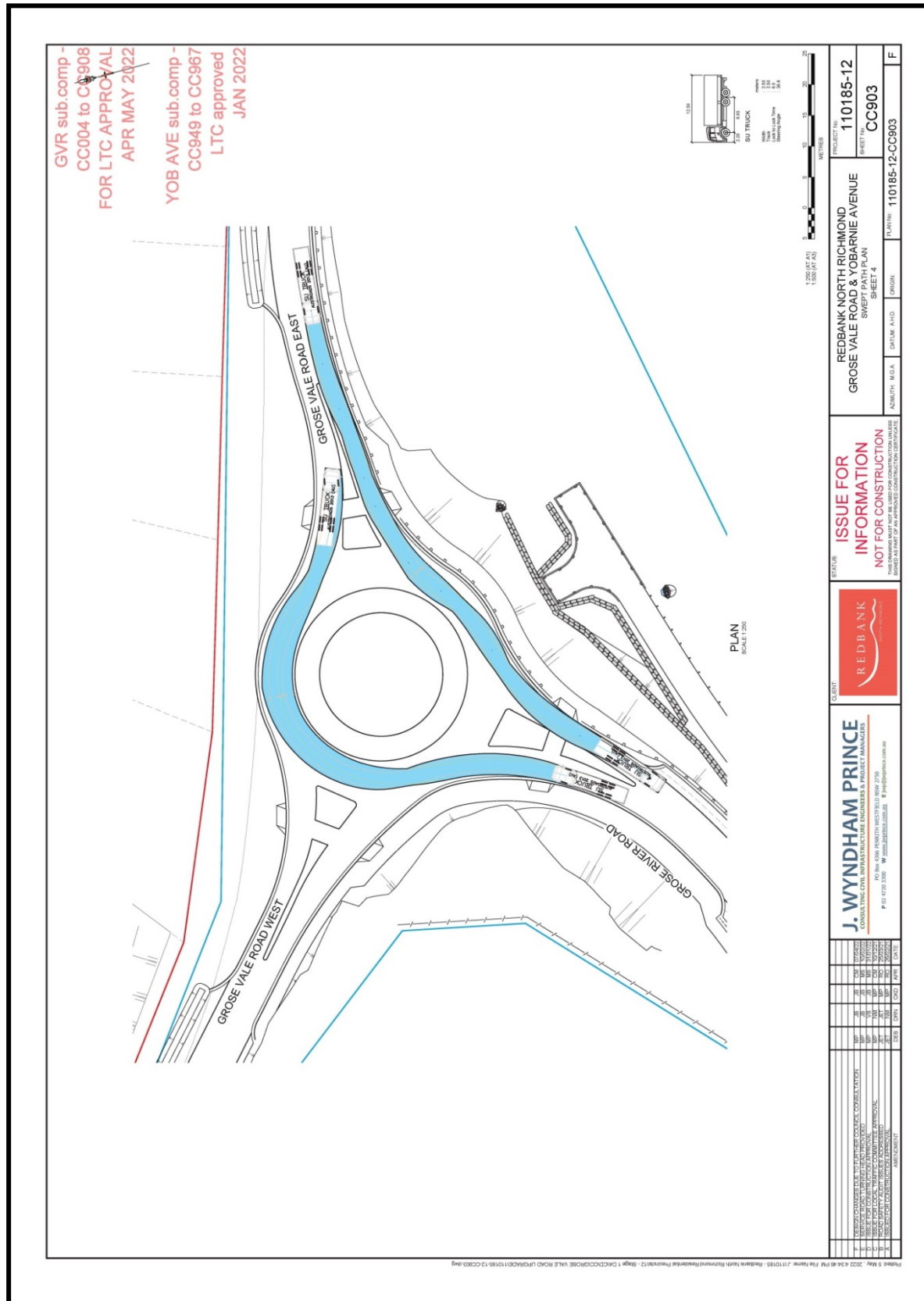


Meeting Date: 14 June 2022

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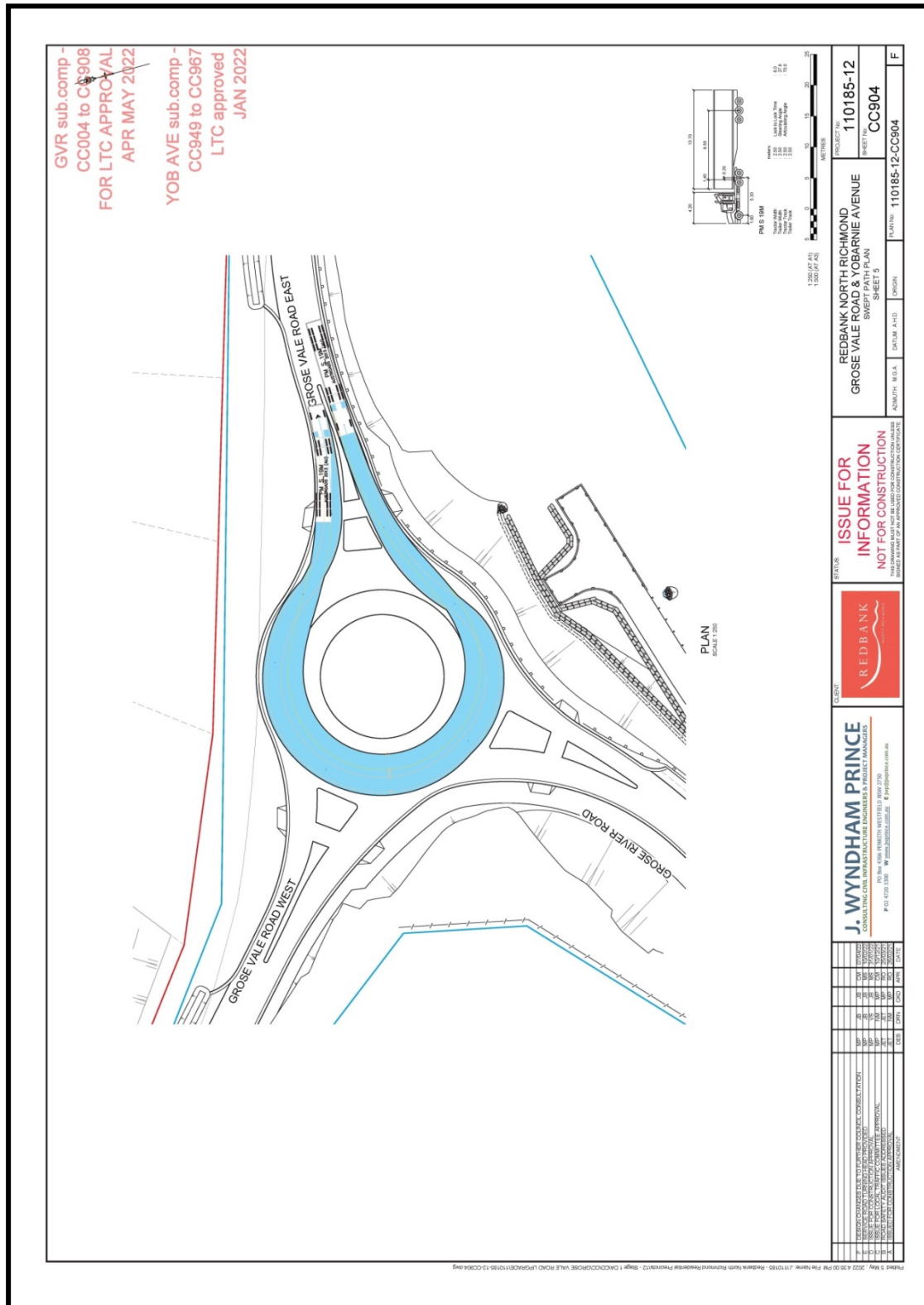
Meeting Date: 14 June 2022

AT - 9 Swept Path Plan: Sheet 4 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC903 - Revision F.



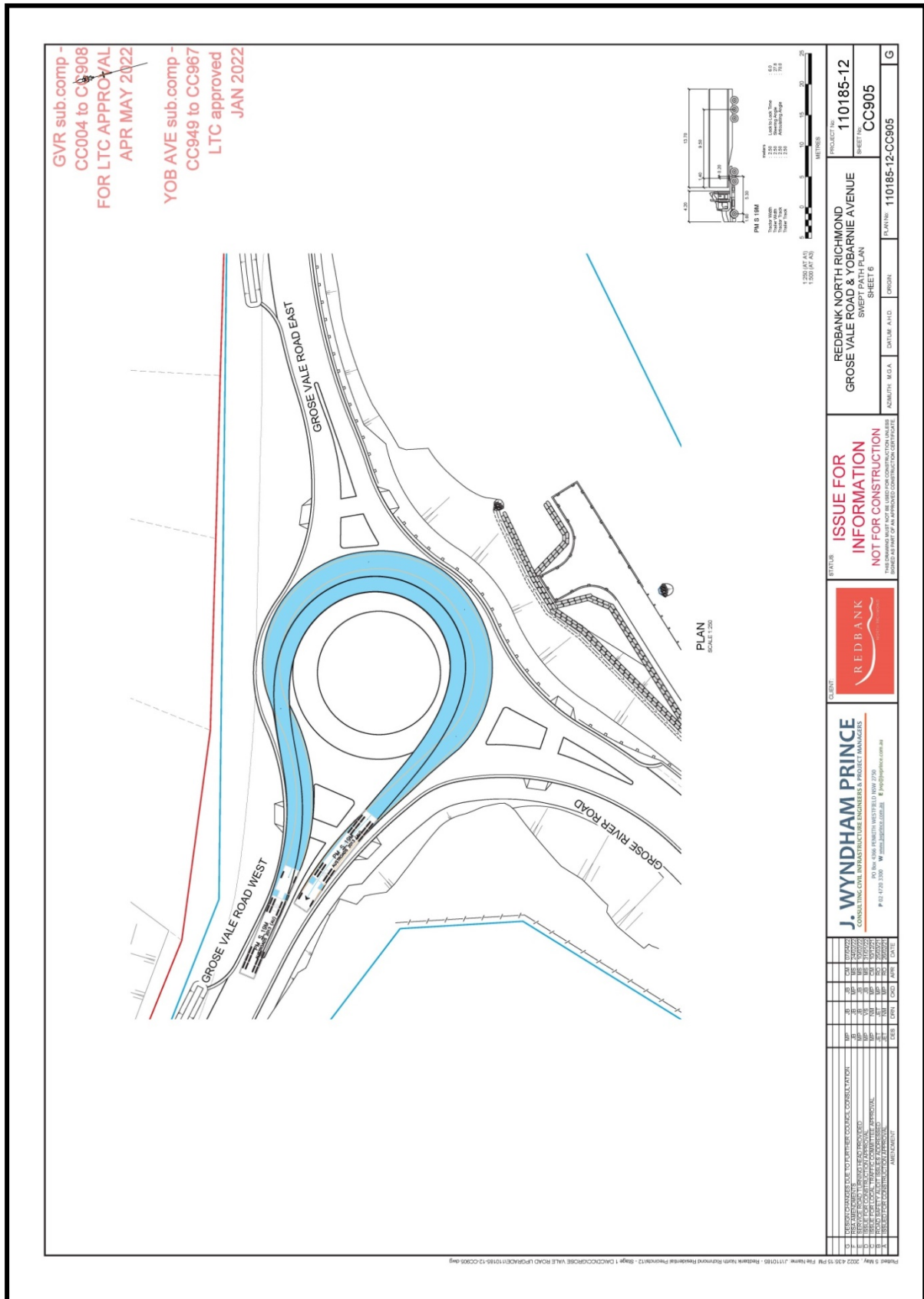
Meeting Date: 14 June 2022

AT - 10 Swept Path Plan: Sheet 5 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC904 - Revision F.



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AT - 11 Swept Path Plan: Sheet 6 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC905 - Revision G.



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PLAN
SCALE 1:200

RED BANK NORTH RICHMOND
GROSE VALE ROAD & GROSE RIVER AVENUE
SWEEP PATH PLAN
SHEET 7

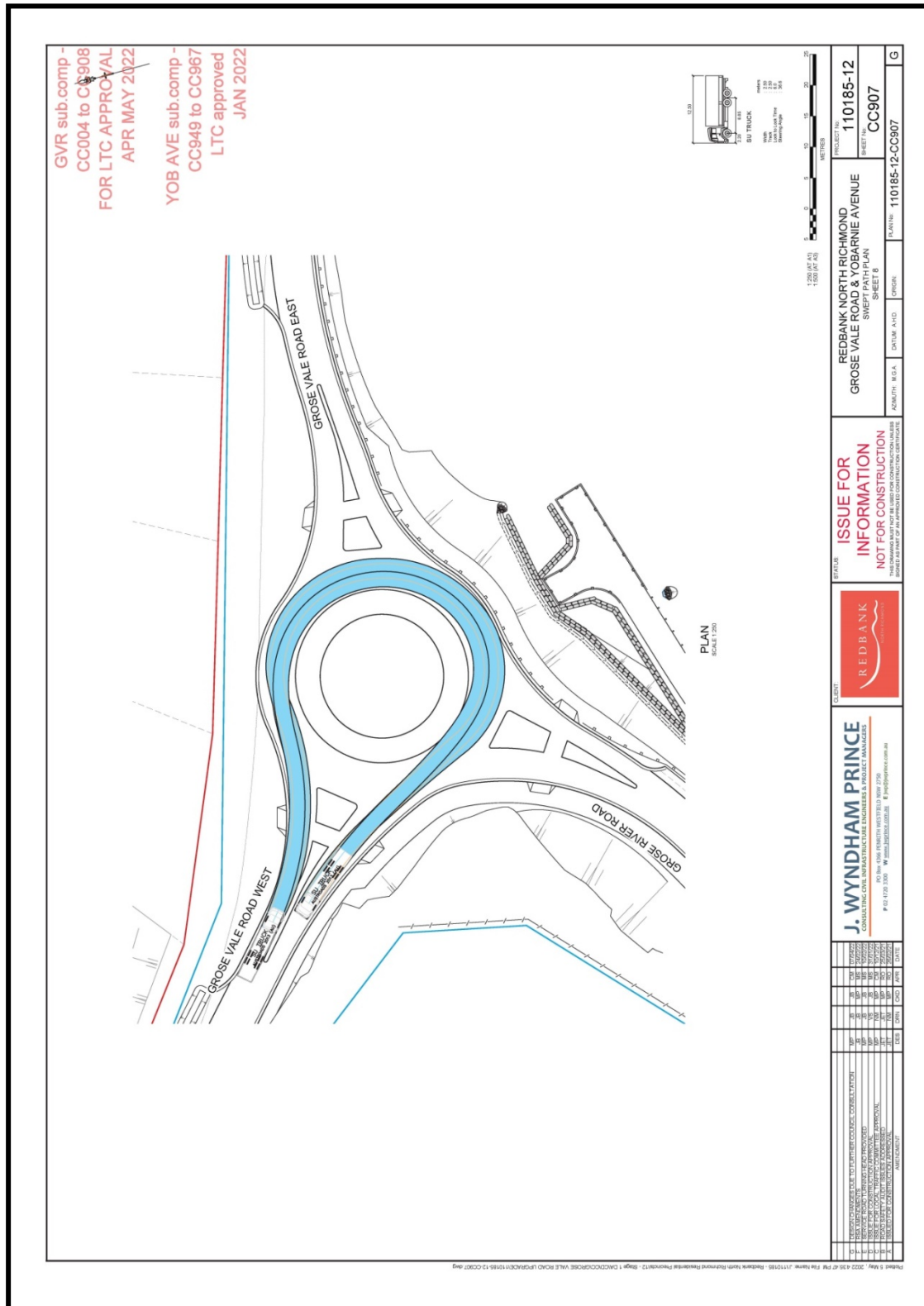
ISSUE FOR INFORMATION
NOT FOR CONSTRUCTION
THIS DRAWING IS NOT A CONTRACT DOCUMENT
IT IS THE PROPERTY OF REDBANK ENGINEERING

J. WYNDHAM PRINCE
CONSULTING CIVIL ENGINEERING & PROJECT MANAGEMENT
PO BOX 1000, RICHMOND, VIC 3178
P 03 9700 1000 W 03 9700 1000 E jw@jwprince.com.au

NO.	DATE	BY	CHECKED	DATE	BY	CHECKED
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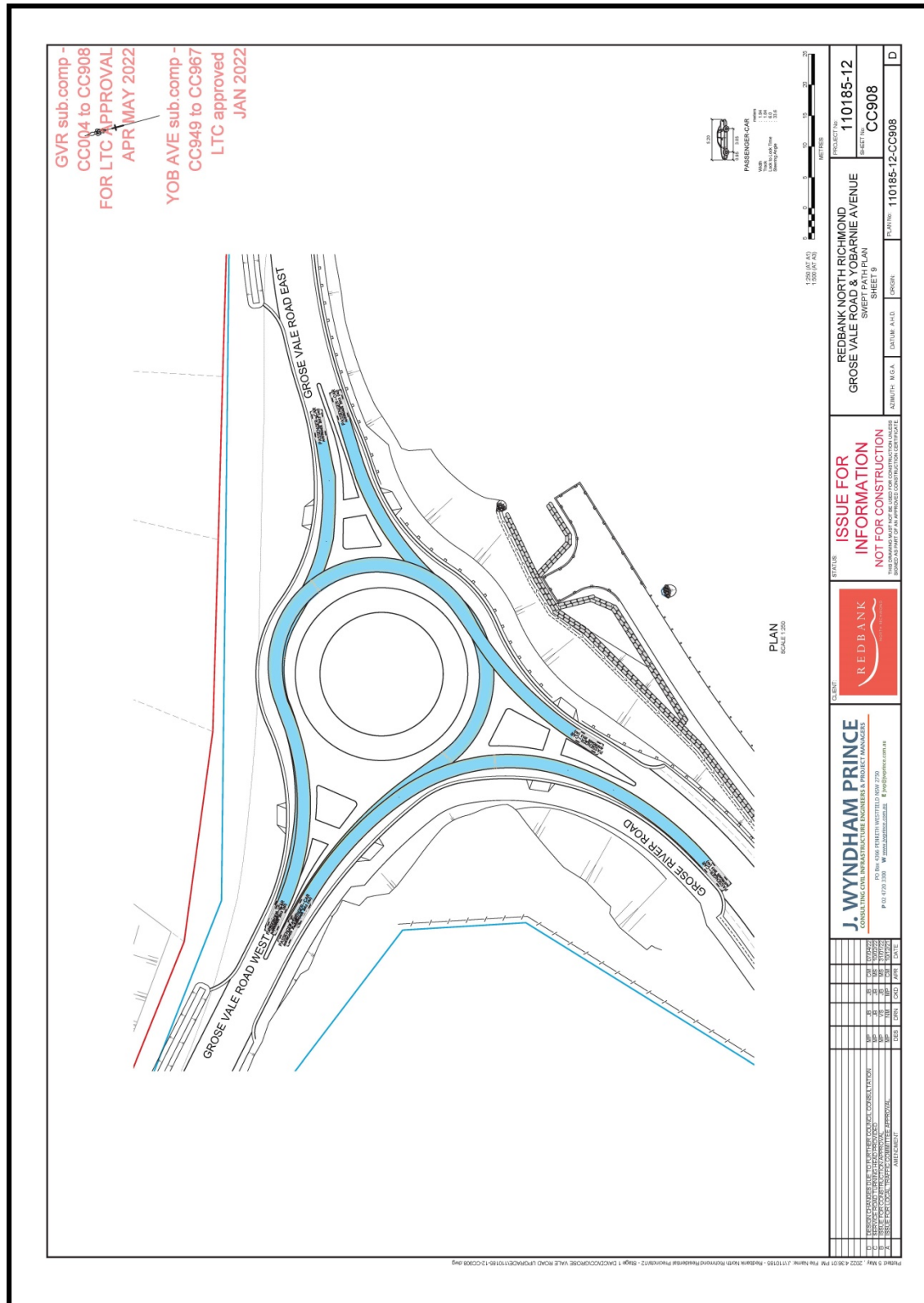
Meeting Date: 14 June 2022

AT - 13 Swept Path Plan: Sheet 8 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC907 - Revision G.



Meeting Date: 14 June 2022

AT - 14 Swept Path Plan: Sheet 9 - Grose Vale Road Roundabout, North Richmond - Sheet No. CC908 - Revision D



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Item: 1.2.2 LTC Proposed Signposting and Line Marking for Fairey Road, South Windsor DA0137/19 - (Hawkesbury) - (80245, 73621, 123265, 112157)

Previous Item: 2.5, LTC (11 April 2022)

REPORT:

Mr Christopher Amit advised the Committee that the proposed signposting and line marking for Fairey Road, South Windsor as part of DA0137/19 was considered at the 11 April 2022 LTC meeting.

Transport for NSW raised concerns at the April LTC meeting regarding the proposed development and requested further information including:

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

The matters as listed above were the basis of the Committee Discussion and the Committee decision at the April LTC meeting was that the item be Deferred until all the matters raised in the Committee Discussion be addressed by the Developer/Applicant.

The updated plan, prepared by Group Development Services Pty Ltd Drawing Number P00454-CI-CC-1351 – Revision 5, has been provided by the Developer which was circulated to members prior to the May LTC meeting. The revised plan addresses the matters raised in the Committee Discussion from the 11 April 2022 LTC meeting.

The Committee considered the revised information presented and provided its concurrence.

COMMITTEE RECOMMENDATION:

The traffic treatments along Fairey Road, South Windsor adjacent to No. 54 Fairey Road, which includes signage and line marking outlined in the revised plan prepared by Group Development Services Pty Ltd Drawing Number P00454-CI-CC-1351 – Revision 5 and associated with the Development Application DA0137/19 be implemented.

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

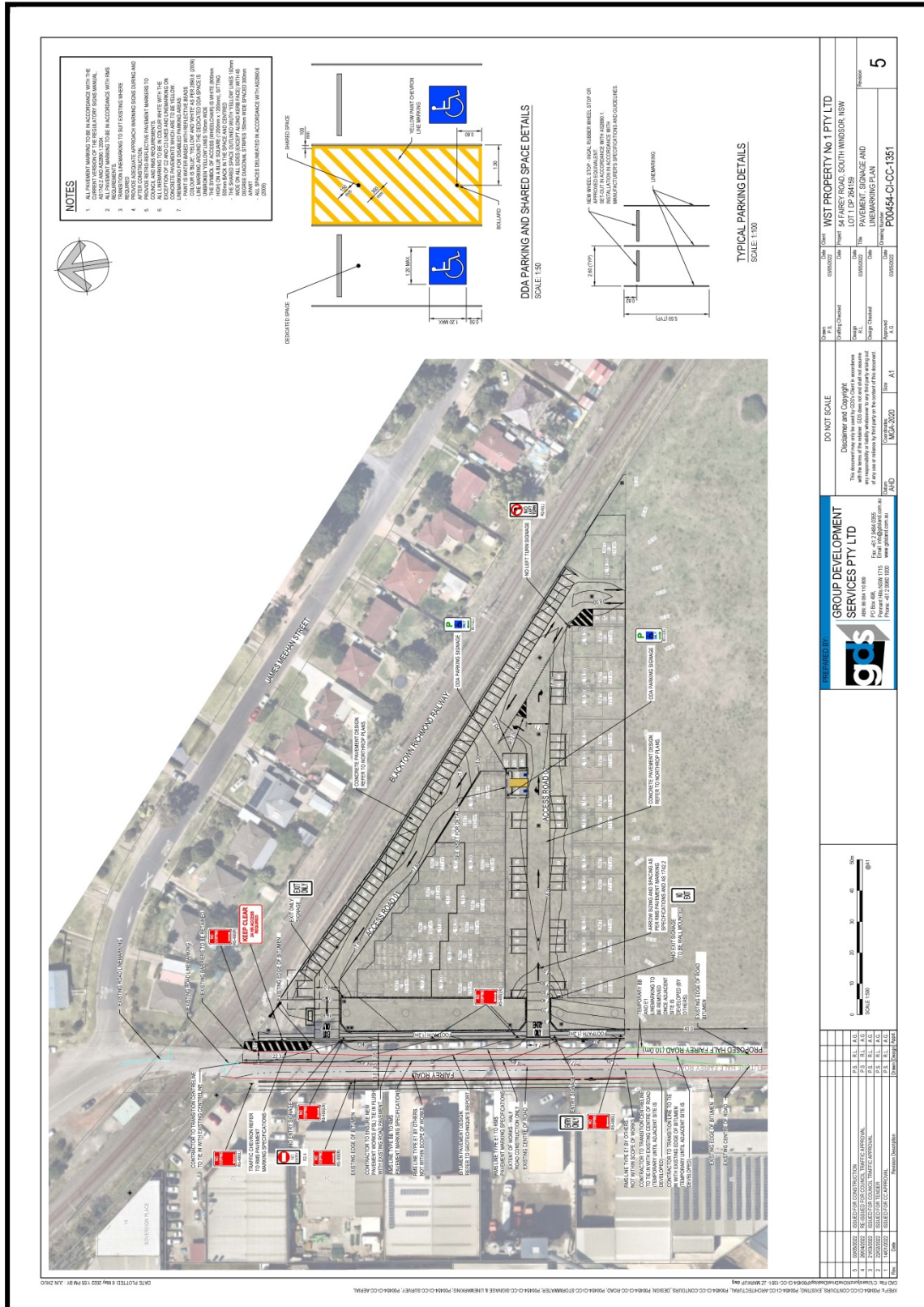
Support for the Recommendation: Unanimous support

ATTACHMENTS:

AT - 1 Pavement, Signage and Line marking Plan – 54 Fairey Road, South Winsor – Drawing No. P00454-CI-CC-1351 – Revision 5

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AT - 1 Pavement, Signage and Line marking Plan – 54 Fairey Road, South Winsor – Drawing No. P00454-CI-CC-1351 – Revision 5.



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SECTION 2 - Reports for Determination

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

Previous Item: LTC – 11 April 2021 – Item 2.1

REPORT:

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

The following event has been rescheduled:

1. The Convict 100 Mountain Biking Event 2022 - St Albans. The event was approved for Saturday 07 May 2022. **Event has been rescheduled to Saturday, 15 of October 2022.** The conditions of approval granted for the original event dates are to apply to the rescheduled event dates.

RECOMMENDATION TO COMMITTEE:

That the information be received.

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

That the information be received.

Item: 2.2 **LTC - Tour de PIF Charity Ride & Run/Walk 2022 Event - (Hawkesbury) - (80245, 108199, 147643)**

REPORT:

Introduction:

An application has been received from Corporate Cycling Pty Ltd seeking approval (in traffic management terms) to conduct the Tour de PIF Charity Ride & Run/Walk 2022 Event on Friday, 09 September 2022.

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

The event organiser has advised;

- The event is in its 11th year and was previously undertaken in the Hawkesbury LGA in 2019. This is the second year that the application has been submitted to Council relating to traffic management, with the event for 2021 cancelled due to Covid.

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- This is a signature fundraising event for the Property Industry Foundation (PIF). PIF is a registered charity which raises funds for homeless youth across the property and construction industries.
- The Tour de PIF Annual Charity Cycling Challenge, offers two cycling courses (100Km and 60km) and two walking/running courses (20km and 10Km). Courses take cyclists along picturesque scenery, with roads meandering through bushland capturing some spectacular water views along the way. The Walk/Run offers a course that utilises the trails that crisscross through the Scheyville National Park. These trails will be a combination of wide grassy tracks and single trail through the bush.
- The 2022 event will attract around 300 - 500 riders and 300 - 500 walkers/runners consisting of top-end property developers, construction and building companies, investors, financiers, architects, lawyers and agents.
- The event village will be set up in the historical buildings' precinct within the Scheyville National Park.
- Scheyville National Park worked well in 2019 for the event with access to good cycling roads, a good network of walking/running trails and facilities such as toilets and buildings in case of poor weather.
- The event control centre will be based in the Dreadnaught room where all the Registrations will be conducted.
- The event will be undertaken between 7:30am to 12:30pm across the whole course. With set up and pack down between 5:50am and 1:30pm.
- There will be approximately 600 participants for the event in 6 to 8 groups of 80 to 100.
- Spectators will be participation based.
- The Event will consist of six activities:
 - Cycling Course = 100 and 60 kilometres
 - Walking Course = 20 and 10 kilometres
 - Running Course = 20 and 10 kilometres
- The 100 kilometre cycling course is designed as a challenge for experienced and regular cyclists. The estimated time for the fastest cyclist is 4 hours and the slowest cyclist is 5.5 hours.
- The 60 kilometre cycling course is designed as a challenge for experienced and regular cyclists. The estimated time for the fastest cyclist is 2.75 hours and the slowest cyclist is 5 hours
- The roads traversed within the Hawkesbury LGA are the same for the two rides. The description below is for the Hawkesbury LGA component of the route;
 - Commencing within the Scheyville National Park, Scheyville, follow the track within the Park along Memorial Drive and turn left into Old Pitt Town Road,
 - Travel along Old Pitt Town Road and turn left into Midson Road,
 - Travel along Midson Road and turn right into Martin Road ,
 - Travel along the full length of Martin Road to its intersection with Boundary Road and turn left into Boundary Road,
 - Travel along Boundary Road and turn left into Mewton Road,
 - Travel along the full length of Mewton Road to its intersection with Pitt Town Dural Road and turn left into Pitt Town Dural Road,
 - Travel along Pitt Town Dural Road and turn right into Pebbly Hill Road,
 - Travel along the full length of Pebbly Hill Road to its intersection with Mitchell Park Road and turn left into Mitchell Park Road,

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- Travel along the Mitchell Park Road to its intersection with Cattai Road (State Road) and turn right into Cattai Road (State Road),
 - Travel along Cattai Road (State Road) crossing Cattai Creek into Wisemans Ferry Road (State Road) and entering The Hills Council LGA,
 - The route will continue outside the Hawkesbury LGA along Wisemans Ferry Road (State Road), Sackville Ferry Road, River Road, Old Northern Road (State Road), and returning along Wisemans Ferry Road (State Road) crossing Cattai Creek into Cattai Road (State Road) and returning into the Hawkesbury Council LGA,
 - Travel along Cattai Road (State Road) and turn left into Mitchell Park Road.
 - Travel along Mitchell Park Road and turn right into Pebbly Hill Road,
 - Travel along the full length of Pebbly Hill Road to its intersection with Pitt Town Dural Road and turn left into Pitt Town Dural Road,
 - Travel along Pitt Town Dural Road and turn right into Scheyville Road,
 - Travel along Scheyville Road and turn left into Neich Road,
 - Travel along the full length of Neich Road to its intersection with Boundary Road and turn right into Boundary Road,
 - Travel along Boundary Road and turn right into Martin Road,
 - Travel along the full length of Martin Road to its intersection with Midson Road and turn left into Midson Road,
 - Travel along Midson Road and turn right into Dormitory Hill Road,
 - Travel along the full length of Dormitory Hill Road to its intersection with Scheyville Road and turn left into Scheyville Road,
 - Travel along Scheyville Road and turn left into Memorial Drive at Scheyville National Park.
 - The route distance within the Hawkesbury LGA is approximately 21 kilometres with the whole ride being 100 and 60 kilometres in length.
- The 20 Kilometre Walk and Run course will utilise a combination of the wide grass trails and narrow single tracks within three sections of the Scheyville National Park. Two traffic managed road crossings of Scheyville Road and Dormitory Hill Road are required. A single drink station will be placed near one of the road crossings allowing walkers/runners to fill their water bottles at the 6 and 12 kilometre point.
 - The 10 Kilometre Walk and Run course is shared with the 20 kilometre walk/run course and will utilise the same combination of the wide grass trails and narrow single track within three sections of the Scheyville National Park. Only 1 traffic managed road crossing is required at Dormitory Hill Road as the 10 kilometre walk/run does not cross Scheyville Road after the drink stop. A single drink station will be placed near one of the road crossings allows walkers/runners to fill their water bottles at the 6 kilometre point.
 - Road Closures are not required although there will be traffic control at Scheyville Road and Dormitory Hill Road for the road crossings.
 - There are stop and hold points and with riders on the road there might be some delays for people to pass. Based on the 2019 event, these were minimal however the course has been amended to further reduce any chance of congestion.
 - Traffic controllers will be positioned at the crossing point in Scheyville Road and Dormitory Hill Road as well at all intersections along the cycling routes.
 - Participants will be monitored with electronic tags that will record departure times, passing check points and returning to the event village. In the case of a participant not returning by the set cut off times, an emergency communication protocol will be started in order to locate them and verify their safety.
 - On ride medical and mechanical support will be available.

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- Event convoy will be provided where the lead car will be 100 metres in front of the first ride at all times. The rear mechanic, paramedic, coaster bus and bike support van will follow the last rider.
- Riders will be required to stay hard left in the lane and avoid holding up traffic by pulling over and letting cars past when more than 5 cars build up behind or they are held up for more than 5 minutes.
- Riders who do not meet minimum check points will be required to get into the coaster bus.
- Food, drink and toilet stations will be provided along the cycling course.
- Several Variable Message signs (VMS) will be placed along the route in safe locations.
- Parking will be contained within the Scheyville National Park carpark. Participants will be instructed to use the southern park entry via Old Pitt Town Road. Parking will be co-ordinated by volunteers directing cars into position. The park has large grass spaces that can be utilised for additional and overflow parking. Event volunteers will be required to manage the parking.
- Vehicles used for the event will be parked in the front car park near the National Parks office.

Refer to Attachments 1 to 4: Tour de PIF Charity Ride 2022 event – Event Route Plans.

Discussion:

It would be appropriate to classify the event as a “Class 2” special event under the “Traffic and Transport Management for Special Events” guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS) as the event may disrupt major traffic and transport systems along the specified route and there may be a low scale disruption to the non-event community. Speed limit, traffic volume and road width details for roads required in the Hawkesbury LGA, excluding the State Roads, are provided in the following table:

Hawkesbury LGA Roads along Cycling Route			
Road Name	Speed Limit (kph)	ADT (Year)	Sealed Carriageway Width (m)
Boundary Road	40 School Zone and 60/80	2540 (2008)	5.8 to 6.3
Dormitory Hill Road	70	138 (2001)	5.5
Martin Road	70	44 (2001)	5.2
Mewton Road	70	138 (2001)	6.7
Midson Road	70	453 (2018)	5.4
Mitchell Park Road	40 School Zone and 60	1417 (2018)	6.1 to 6.4
Neich Road	40 School Zone and 60	882 (1996)	6.9
Old Pitt Town Road	60/70	908 (2003)	5.2 to 5.5
Pebbly Hill Road	70	1961 (2018)	5.8 to 7.0
Pitt Town Dural Road	70	1552 (2012)	6.0
Scheyville Road	70	4013 (2019)	6.0 to 8.0

The event organiser should assess the risk and address the suitability of the route as part of the risk assessment considering the road width, number of bicycles, traffic volume and bicycles travelling close to the edge of the sealed travelling lane.

The event will traverse along Local and State roads as well as across several Local Government Areas, with the Hawkesbury LGA component being within the Scheyville, Maraylya, Cattai, Pitt Town and Oakville areas.

The Transport Management Plan (TMP) and the associated Traffic Control Plans (TCP) are to be submitted to Transport for NSW – TfNSW (formerly TMC) for authorisation due to the proposed cycling

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movements along the State Road network on roads such as Cattai Road, Old Northern Road and Wisemans Ferry Road.

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

The event organiser has submitted the following items in relation to the event: Attachment 5 (ECM Document Set ID Nos: 7903766 and 7903947):

1. Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
2. Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
3. Special Event Transport Management Plan Template – RTA (Transport for NSW – TfNSW),
4. Event Management Plan,
5. Event Route Plans.

RECOMMENDATION TO COMMITTEE:

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <https://www.hawkesbury.nsw.gov.au/your-council/events/traffic-management-for-special-events>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the Transport for NSW – TfNSW (formerly RTA/RMS) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Tour de PIF Charity Ride & Run/Walk 2022 event, which is a cross regional event, will traverse across several Local Government Areas, with the Hawkesbury LGA component being within the Scheyville, Maraylya, Cattai, Pitt Town and Oakville areas, planned for Friday 09 September 2022, be classified as a "Class 2" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser and the event organiser is to ensure that the current Public Health (COVID-19 General) Order 2022 under the Public Health Act 2010 (NSW), as a minimum, is adhered to and changes to the Public Health Order may lead to the event being cancelled/postponed.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and

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road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally Council has an events template which can be provided to assist in identifying and controlling risks);

- 4b. the event organiser is to assess the risk and address the suitability of the entire route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to preparing the TMP and prior to the event. The event organiser must have a risk assessment that includes COVID-19 risk and must have a COVID-19 Safety Plan developed;
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; a copy of the Police Force approval to be submitted to Council;
- 4d. the event organiser is to submit a Transport Management Plan (TMP) for the entire route/event incorporating Traffic Control Plans (TCP) for the entire route (within the Hawkesbury LGA), which needs to include details such as the specific position of advance warning signs such as VMS's, to Council for acknowledgement and Transport for NSW – TfNSW (formerly RTA/RMS) for concurrence. The TCP should be prepared by a person holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
- 4e. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) to undertake the proposed cycling movements along the State Road network on roads such as Cattai Road, Old Northern Road and Wisemans Ferry Road; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$20,000,000 noting Council and Transport for NSW – TfNSW (formerly RTA/RMS) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;
- 4g. as the event will traverse public roads and require traffic control, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy the road;
- 4h. the event organiser is to obtain approval from the NSW National Parks and Wildlife Service (NSW Department of Planning, Industry and Environment) for the use of Scheyville National Park. If the use of a Council Park/Reserve is required, written approval is required from Councils' Parks and Recreation section; a copy of this approval to be submitted to Council;
- 4i. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4j. the event organiser is to advise all adjoining Councils such as The Hills and Hornsby of the event and obtain any necessary approvals from these Councils; a copy of this approval to be submitted to Council;
- 4k. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, two weeks prior to the event; a copy of the proposed advertisement to be submitted to Council (indicating the advertising medium);

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- 4l. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4m. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4n. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; a copy of the correspondence has been submitted to Council;
- 4o. the event organiser is to submit the completed "Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

During the event:

- 4p. access is to be maintained for businesses, residents and their visitors;
- 4q. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4r. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4s. the cyclists are to be made aware of and are to follow all the general road user rules whilst cycling on public roads;
- 4t. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the route during the event, under the direction of a traffic controller holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4u. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4v. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity.

ATTACHMENTS:

AT - 1 Tour de PIF Charity Ride 2022 Event – 100 kilometre Cycling Course Plan

AT - 2 Tour de PIF Charity Ride 2022 Event – 60 kilometre Cycling Course Plan

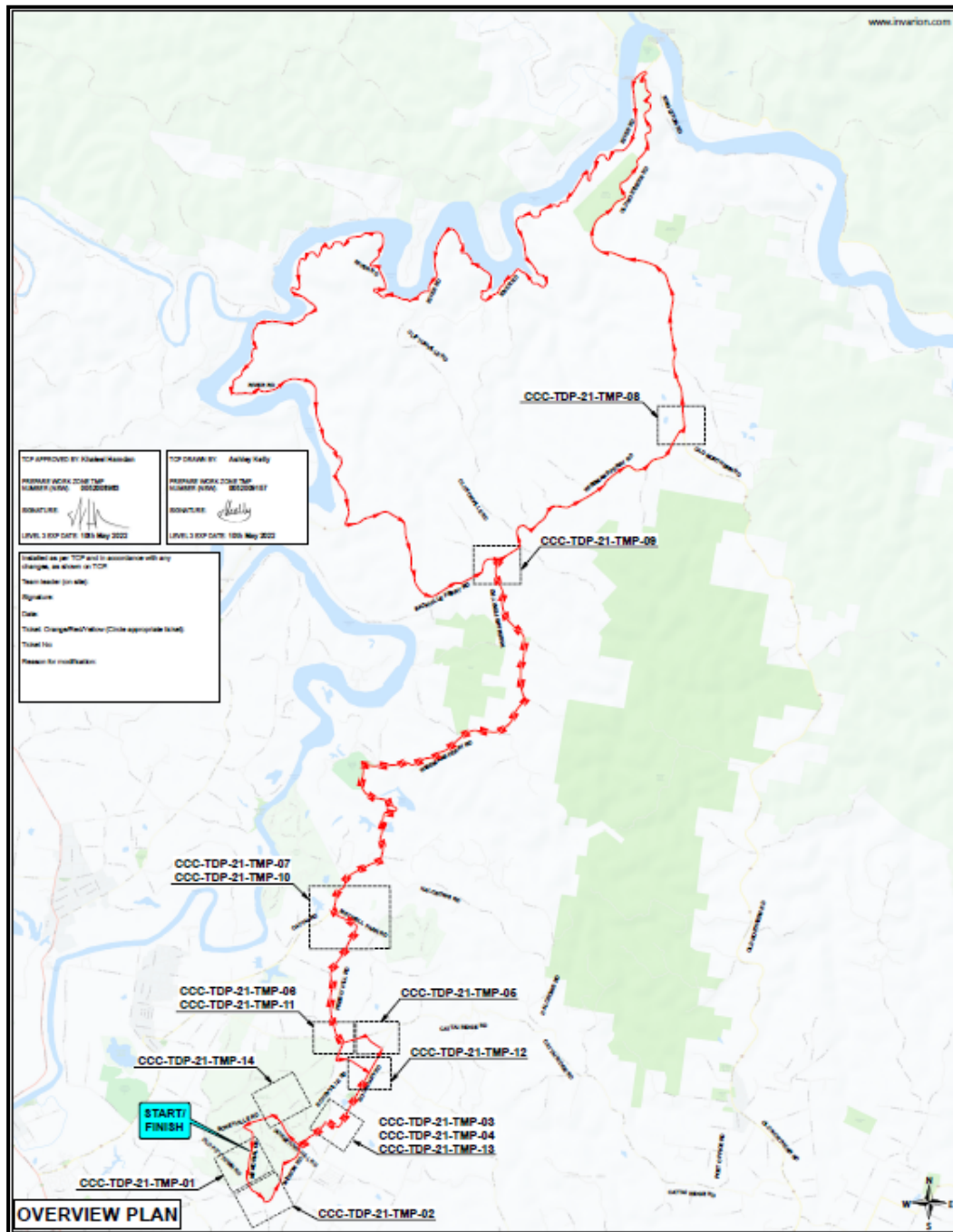
AT - 3 Tour de PIF Charity Ride 2022 Event – 20 kilometre Walk/Run Course Plan

AT - 4 Tour de PIF Charity Ride 2022 Event – 10 kilometre Walk/Run Course Plan

AT - 5 Special Event Application - (ECM Document Set ID Nos: 7903766 and 7903947) - *see attached.*

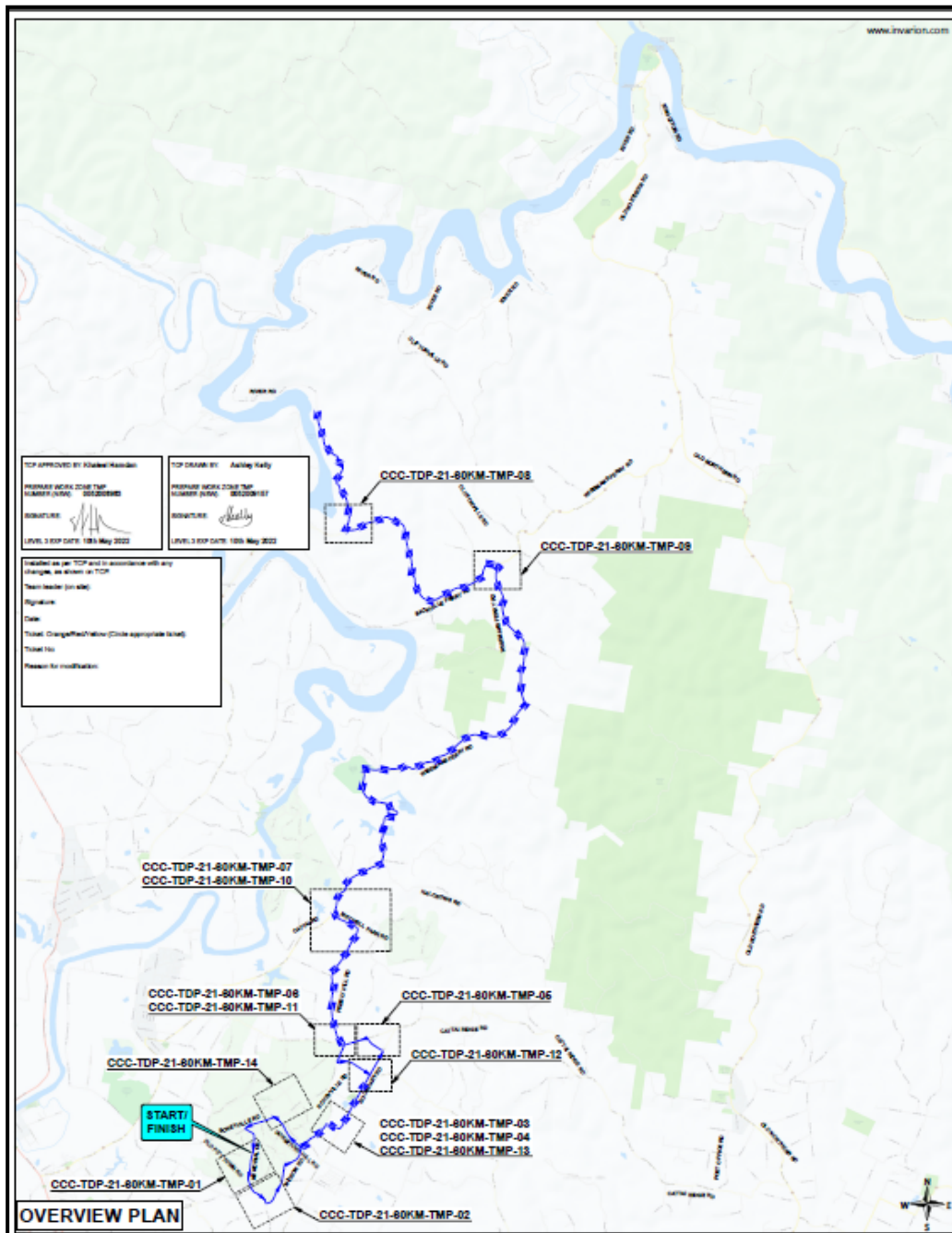
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AT - 1 Tour de PIF Charity Ride 2022 Event – 100 kilometre Cycling Course Plan



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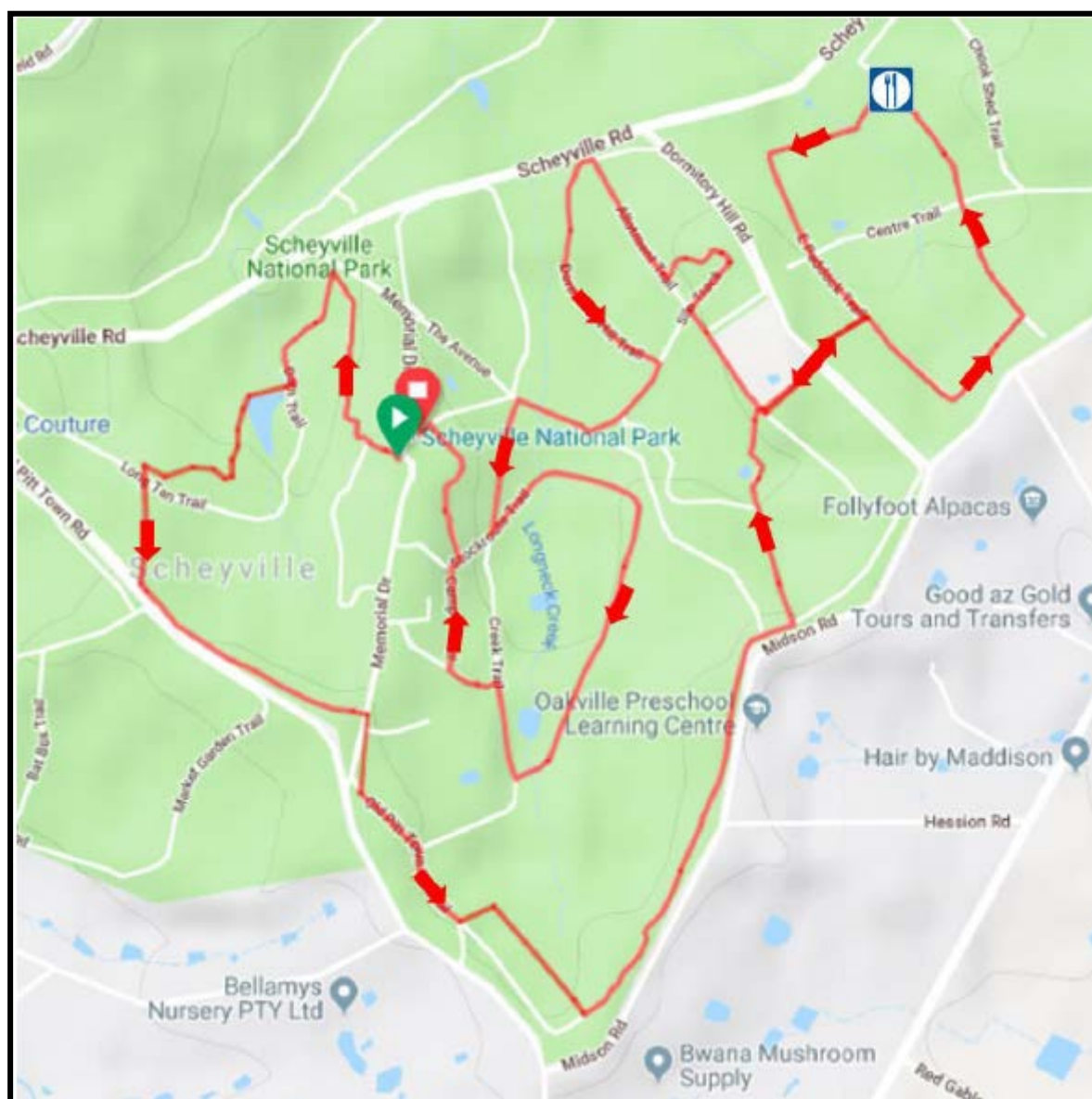
AT - 2 Tour de PIF Charity Ride 2022 Event – 60 kilometre Cycling Course Plan



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AT - 4 Tour de PIF Charity Ride 2022 Event – 10 kilometre Walk/Run Course Plan



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COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <https://www.hawkesbury.nsw.gov.au/your-council/events/traffic-management-for-special-events>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the Transport for NSW – TfNSW (formerly RTA/RMS) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
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3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser and the event organiser is to ensure that the current Public Health (COVID-19 General) Order 2022 under the Public Health Act 2010 (NSW), as a minimum, is adhered to and changes to the Public Health Order may lead to the event being cancelled/postponed.
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- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; a copy of the Police Force approval to be submitted to Council;
- 4d. the event organiser is to submit a Transport Management Plan (TMP) for the entire route/event incorporating Traffic Control Plans (TCP) for the entire route (within the Hawkesbury LGA), which needs to include details such as the specific position of advance warning signs such as VMS's, to Council for acknowledgement and Transport for NSW – TfNSW (formerly RTA/RMS) for concurrence. The TCP should be prepared by a person holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
- 4e. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) to undertake the proposed cycling movements along the State Road network on roads such as Cattai Road, Old Northern Road and Wisemans Ferry Road; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$20,000,000 noting Council and Transport for NSW – TfNSW (formerly RTA/RMS) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;
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- 4o. the event organiser is to submit the completed "Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

During the event:

- 4p. access is to be maintained for businesses, residents and their visitors;
- 4q. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4r. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4s. the cyclists are to be made aware of and are to follow all the general road user rules whilst cycling on public roads;
- 4t. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the route during the event, under the direction of a traffic controller holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4u. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4v. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity.

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Item: 2.3 **LTC - Proposed Signposting and Line Marking for the Vineyard Precinct in the vicinity of Commercial Road, Vineyard - DA0552/19 - (Hawkesbury) - (80245, 73621, 123265)**

REPORT:

Development Consent No. DA0552/19 has been granted to construct road and drainage works to create 69 residential lots within the Vineyard Precinct. The proposed development is generally bound by Commercial Road, Putland Place, and O'Dell Street as outlined in Figures 1 and 2.

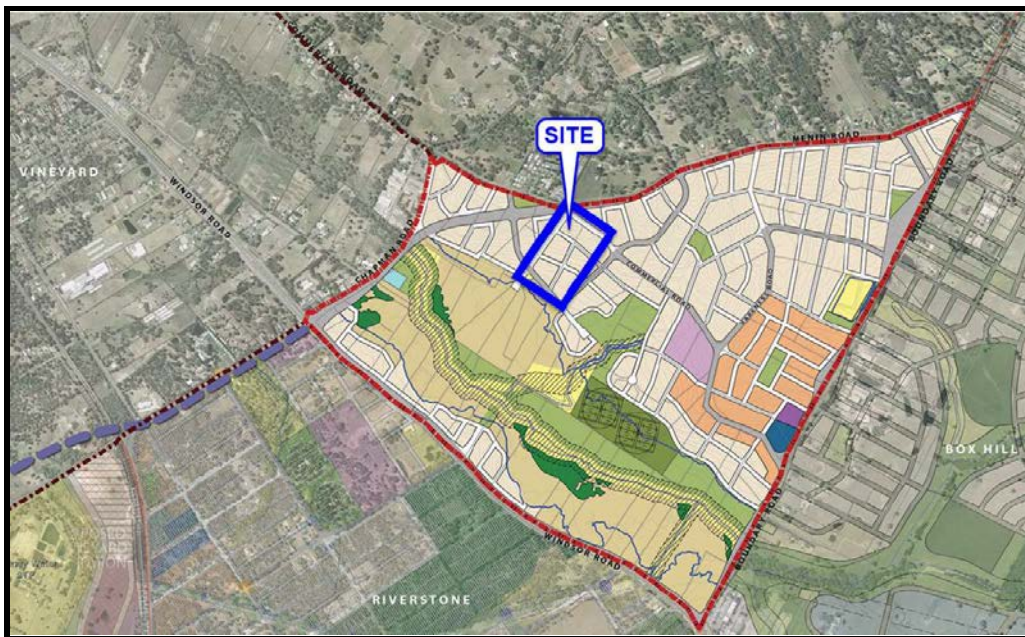


Figure 1: Site Locality within the Vineyard Precinct

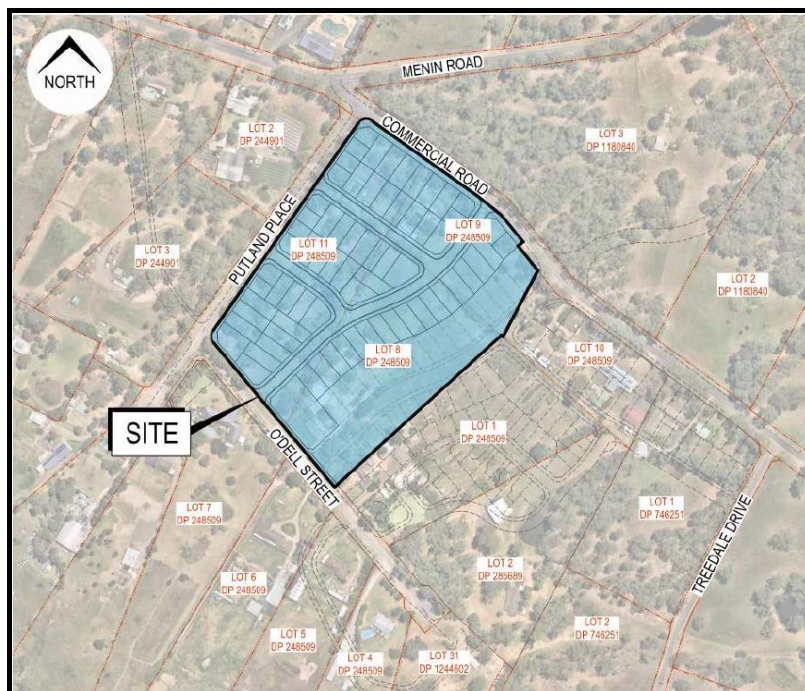


Figure 2: Site Extent and Road Layout

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The proposed road network, as outlined in Figure 3, will connect to Commercial Road, Putland Place, and O'Dell Street. The proposed roads are listed below with their corresponding road widths between kerbs.

- Road 01 - Local Road 9m Carriageway (Full Road Width Construction)
- Road 02 - Local Road 9m Carriageway (Full Road Width Construction)
- Road 03 - Local Road 9m Carriageway (Full Road Width Construction)
- Commercial Road - Local Road 9m Carriageway (Partial Road Re-Construction)
- Putland Road - Local Road 9m Carriageway (Partial Road Re-Construction)
- O'Dell Street - Future Collector Road 13m Carriageway (separate DA 0551/19).

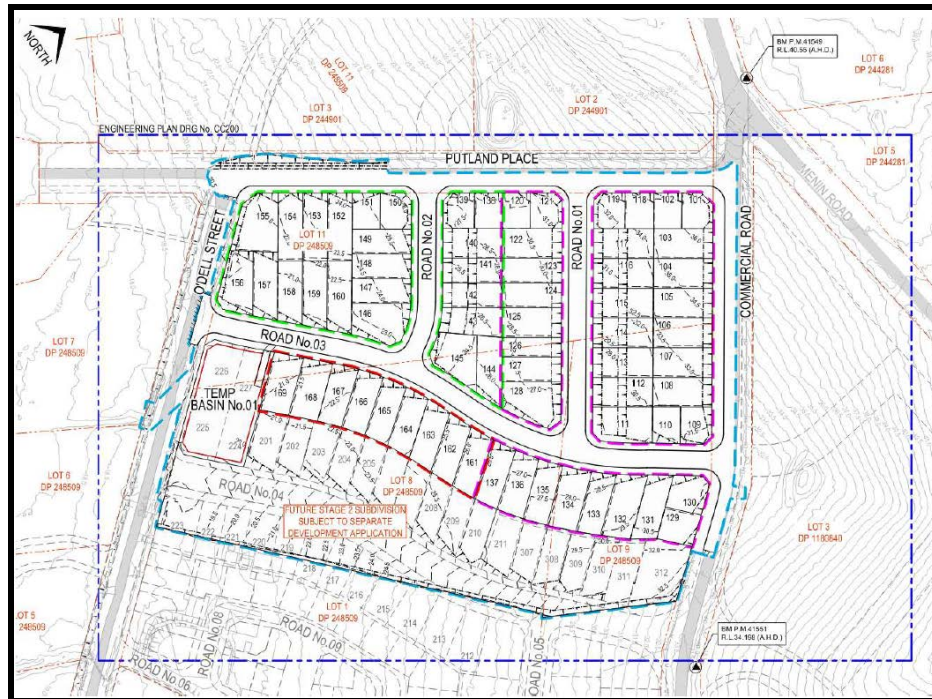


Figure 3: Road Layout and Road Numbers

No temporary turning heads are required for this development as all internal roads connect to existing external roads.

All intersections as part of this development are T-Junctions. Signposting and line marking locations are consistent across all intersections for this development in accordance with the conditions of consent.

The internal intersections consisting of local roads 01, 02 and 03 with a 9m carriageway will be line marked with a double barrier centre line (BB) 15m to each approach with the T-Junction having a Give Way control and Holding line (TB/TB1). Details of the proposed signage and line marking is outlined in the Plans prepared by Orion Consulting (19-0071-10-SK-011-C) – Attachment 1.

A Swept/Turning path diagram (Attachment 2) has been provided for the 8.8m design vehicle (MRV) and the 12.5m check vehicle (SU Truck). The swept paths for 12.5m SU Truck has shown a slight encroachment over the BB line at the T-Junctions with the 8.8m MRV clearing the BB line. The purpose of the check vehicle is to ensure that there are no physical barriers prohibiting the manoeuvre. On this basis, the manoeuvres are acceptable, taking into consideration the road dimensions, geometry, grades, and kerb returns are in accordance with the relevant standards.

Based on the limitation of works undertaken along Commercial Road and Putland Place, whereby construction is mainly along the development side of the road, temporary No Parking and No Stopping zones are proposed along these roads to ensure that there is no obstruction to traffic flow. These zones

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will be reviewed when the opposite sides of these roads are developed in the future and actioned accordingly if they are to be adjusted or removed.

The design plans have been prepared by Orion Consulting (Project Ref. 19-0071) and Certification provided by Land Development Certifiers (Reference 16528). The certification indicates compliance of the road designs, and that all relevant standards and road widths can accommodate the proposed line marking treatments in accordance with the relevant standards.

The signage and line marking plan prepared by Orion Consulting (19-0071-10-SK-011-C) has been submitted to the Local Traffic Committee for concurrence and approval in accordance with the Development Consent conditions.

Summary:

The Signage and Line marking plan prepared by Orion Consulting (19-0071-10-SK-011-C) associated with the Development Application DA0552/19 be implemented.

RECOMMENDATION TO COMMITTEE:

The Signage and Line marking plan prepared by Orion Consulting (19-0071-10-SK-011-C) associated with the Development Application DA0552/19 be implemented.

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

The Signage and Line marking plan prepared by Orion Consulting (19-0071-10-SK-011-C) associated with the Development Application DA0552/19 be implemented.

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Item: 2.4 LTC - Proposed Signposting and Line Marking for the Vineyard Precinct at No. 274 Commercial Road, Vineyard - DA0133/18 - (Hawkesbury) - (80245, 73621, 123265)

REPORT:

Development Consent No. DA0133/18 has been granted to construct road and drainage works to create 14 residential lots within the Vineyard Precinct. The proposed development is within No. 274 Commercial Road (Lot 1 DP 746251) as outlined in Figures 1 and 2.



Figure 1: Site Locality within the Vineyard Precinct



Figure 2: Site Extent and Road Layout

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The proposed road network, as outlined in Figure 3, consists of a Temporary Road 01 connecting to Commercial Road and providing access to Road 02. The Temporary Road 01 will be in place until the Future Road 01 is constructed within Lot 1 DP 285689. The Temporary Road will be on private land and not road reserve and will function as a Private Road. The proposed roads are listed below with their corresponding road widths between kerbs.

- Temporary Road 01 – Temporary Road 6m Carriageway (Full Road Width Construction)
- Road 02 - Local Road 9m Carriageway (Full Road Width Construction)
- Commercial Road - Collector Road 13m Carriageway (Partial Road Re-Construction)

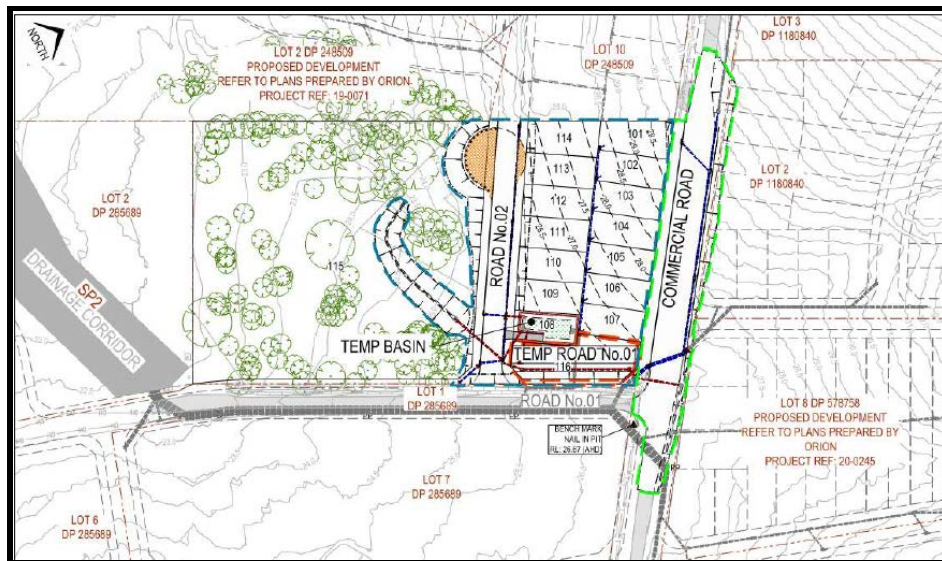


Figure 3: Road Layout and Road Numbers

A “No Through Road” signpost is proposed along the proposed Temporary Road to minimise traffic flow into the proposed development from Commercial Road.

A temporary turning head is proposed at the western end of Road 02 and is to remain operational until the neighbouring development at No. 260 Commercial Roads extends the road construction. Temporary end road chevron signage “D4-5-1” is to be located at each end of Road 02 to delineate to traffic no access beyond these points.

The intersection of the proposed Temporary Road with Commercial Road is to be marked with a Give-Way control on the approach of the T-Junction. The Temporary Road is to be signposted with “No Stopping” signs for the full length along both sides of the road to ensure traffic is not impeded by parked vehicles and 2-way traffic flow is maintained.

Temporary “No Parking” signage is to be provided on both sides of Road 02 at its intersection with Temporary Road 01 to enable vehicles to manoeuvre into and out of the temporary road without any obstructions.

A Swept/Turning path diagram (Attachment 2) has only been provided for the 8.8m design vehicle (MRV) and not the 12.5m check vehicle (SU Truck), due to the temporary nature of the road layout, which includes the temporary turn area in Road 02. On this basis, the manoeuvres are acceptable, taking into consideration the temporary nature of some of the road layout, road dimensions, geometry and grades.

The design plans have been prepared by Orion Consulting (Project Ref. 17-92) and Certification provided by Hawkesbury City Council (Reference CC0022/22). The certification indicates compliance of the road designs, and that all relevant standards and road widths can accommodate the proposed line marking treatments in accordance with the relevant standards.

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The signage and line marking plan prepared by Orion Consulting (17-92-03-C-800-G) has been submitted to the Local Traffic Committee for concurrence and approval in accordance with the Development Consent conditions.

Summary:

The Signage and Line marking plan prepared by Orion Consulting (17-92-03-C-800-G) associated with the Development Application DA00133/18 be implemented.

RECOMMENDATION TO COMMITTEE:

The Signage and Line marking plan prepared by Orion Consulting (17-92-03-C-800-G) associated with the Development Application DA00133/18 be implemented.

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

The Signage and Line marking plan prepared by Orion Consulting (17-92-03-C-800-G) associated with the Development Application DA00133/18 be implemented.

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Item: 2.5 LTC - Proposed Parking Restrictions along the Cul-de-sac at the Southern End of Lieutenant Bowen Drive, Bowen Mountain (Hawkesbury) - (80245)

REPORT:

Background:

Representations have been received from residents of Lieutenant Bowen Drive, Bowen Mountain, raising concerns over the impacts of vehicles parking in the 'bowl' of the cul-de-sac and the impact this behaviour has on the safe turning movements of large vehicles. This has prompted a review of the current parking activities along the cul-de-sac at the southern end of Lieutenant Bowen Drive, in the vicinity of Nos. 386 and 387 Lieutenant Bowen Drive, Bowen Mountain.



Figure 1: Site Plan - Cul-de-sac at Lieutenant Bowen Drive near Nos. 386 and 387

Currently there are no parking restrictions on the cul-de-sac. The cul-de-sac 'bowl' is utilised as a turn-around point for a number of service vehicles which include Buses (12.5m) and Septic Tankers - Pump out trucks (14m). These larger vehicles require the full cul-de-sac space to be able to turn around – albeit undertaking a 3 point manoeuvre. As outlined in the turning path shown in Figure 2, the 12.5metre Single Unit Truck needs more than the available 20metres of road space to undertake a full turn within the cul-de-sac.

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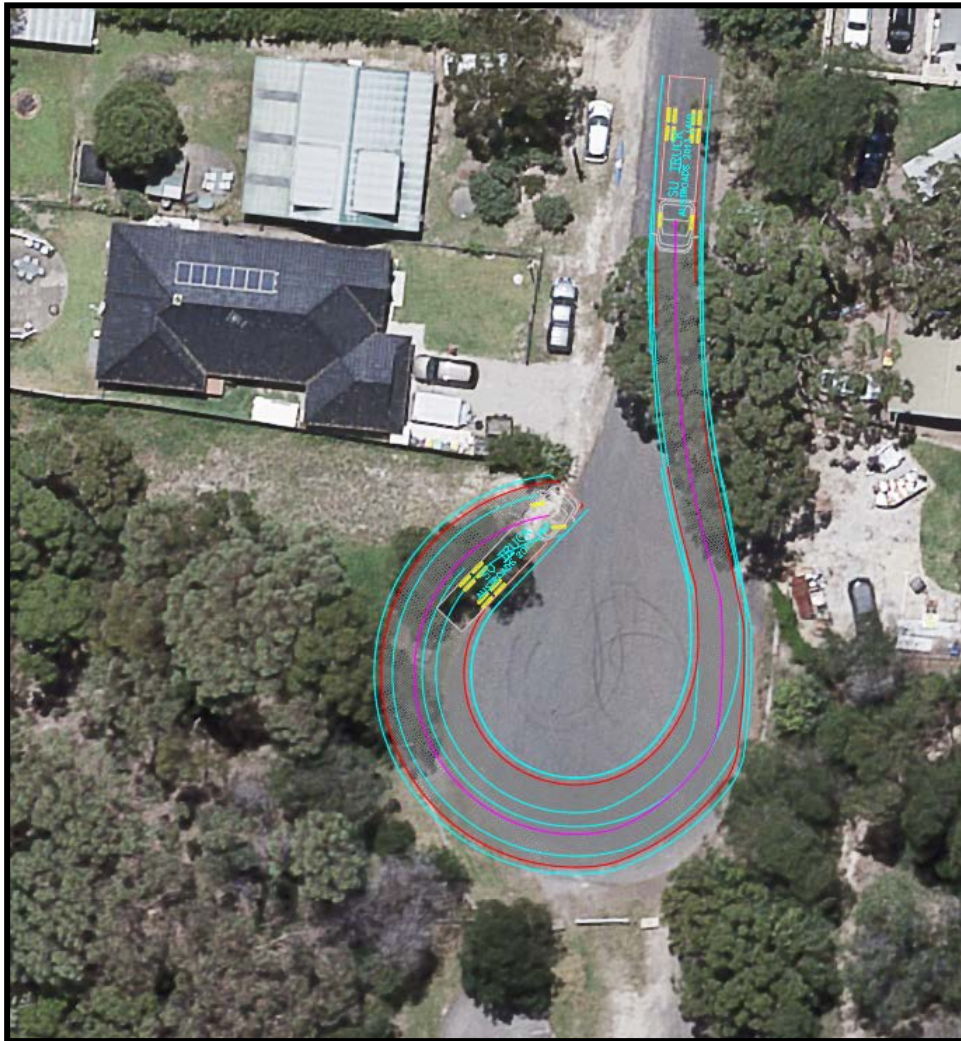


Figure 2: Turning Path for 12.5m SU Truck - Cul-de-sac at Lieutenant Bowen Drive

The existing formed cul-de-sac is contained within the full width of the road reserve which is 20metres wide. The adjacent land to the cul-de-sac is Park Reserve Land.

To ensure safe passage for vehicles within the cul-de-sac, it is proposed to provide parking restrictions along the full circumference of the cul-de-sac 'bowl' with a 'No Parking' zone. The No Parking zone will provide for a clear passage for vehicles to turn around whilst also permitting a vehicle to drop off and pick up adjacent to the Park Reserve area, where as a No Stopping zone does not permit for drop off and pick up.

A review of parking for those who wish to access the Park Reserve Land is being undertaken separately. This may include allowing parking within the Park Reserve Land or further south of the cul-de-sac 'bowl' and within the road reserve. Parking in the area will be monitored after the installation of the proposed parking restrictions. Parking is available along the road shoulder to the north of the cul-de-sac 'bowl'.

The proposed 'No Parking' zone will commence from the boundary of Nos 384/386 and extend around the full circumference of the cul-de-sac 'bowl' to the boundary of Nos. 385/387. Details of the extent of the zone is provided in Attachment 1.

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Consultation:

The provision of the 'No Parking' zone will assist with the safe passage for vehicles within the cul-de-sac. In considering this option, community consultation was undertaken during April 2022 with the relevant stakeholders, which included properties on the approach and surrounding the cul-de-sac of Lieutenant Bowen Drive.

No objections were received from the community as a result of the consultation undertaken to the proposed parking restrictions.

Summary:

The provision of the 'No Parking' zone will assist with the safe passage for vehicles within the cul-de-sac 'bowl'. Based on the results of the community consultation, with there being no objection to the proposed parking restrictions, it is proposed to install a 'No Parking' (R5-40) zone which will commence from the property boundary of Nos 384/386 and extend around the full circumference of the cul-de-sac 'bowl' to the property boundary of Nos. 385/387 Lieutenant Bowen Drive, Bowen Mountain.

RECOMMENDATION TO COMMITTEE:

A 'No Parking' (R5-40) zone be provided at the southern cul-de-sac of Lieutenant Bowen Drive, Bowen Mountain, which will commence from the property boundary of Nos 384/386 and extend around the full circumference of the cul-de-sac 'bowl' to the property boundary of Nos. 385/387 Lieutenant Bowen Drive, Bowen Mountain as outlined in Attachment 1.

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

A 'No Parking' (R5-40) zone be provided at the southern cul-de-sac of Lieutenant Bowen Drive, Bowen Mountain, which will commence from the property boundary of Nos 384/386 and extend around the full circumference of the cul-de-sac 'bowl' to the property boundary of Nos. 385/387 Lieutenant Bowen Drive, Bowen Mountain as outlined in Attachment 1.

Item: 2.6 LTC - Proposed Median Island in Boundary Roads at its intersection with Bluegate Street, Box Hill - Request from The Hills Council for Hawkesbury Council Concurrence - (Hawkesbury) - (80245, 73621, 123265, 112333)

REPORT:

Advice has been received from The Hills Council that a new road is being constructed on their side of Boundary Road, known as Bluegate Street as outlined in Figure 1.

The centreline of Boundary Road forms the Local Government boundary between The Hills Shire and Hawkesbury City Councils. The Hills Council through its Local Traffic Committee has approved the extent of proposed works within its Local Government Area. The traffic facilities included in this Development Application located on the north-western side of the road centreline have been referred to Hawkesbury Council for its concurrence.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 14 June 2022

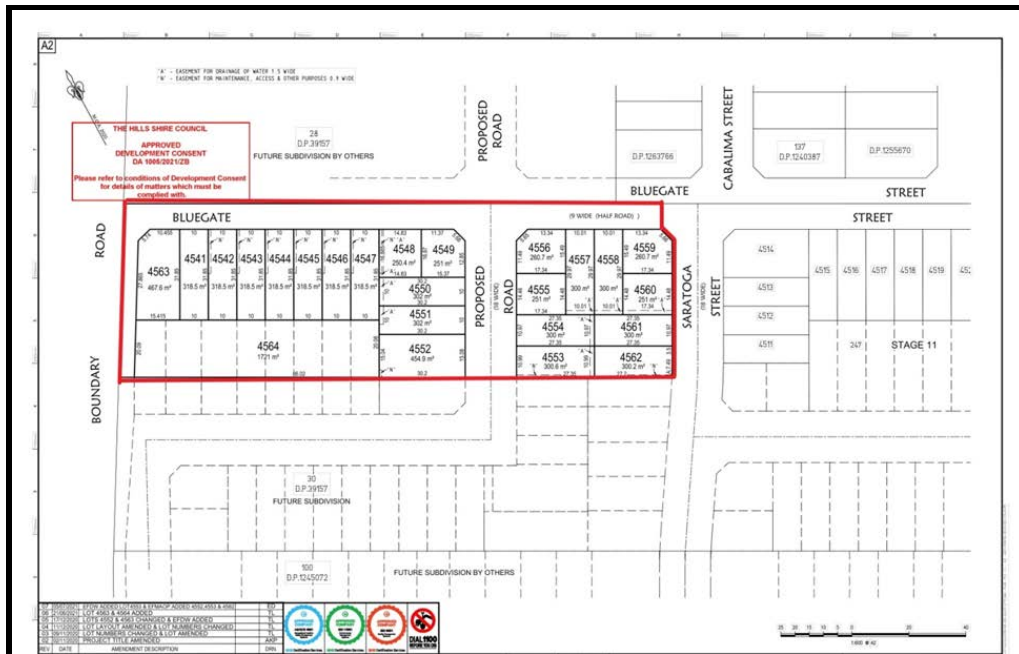


Figure 1: Locality plan - Bluegate Street, Box Hill

This stage of the overall development will result in half the width of Bluegate Street being constructed between Saratoga Street and Boundary Road. As a result of the half road width construction, this section of Bluegate Street will operate as a one-way road in the direction from Saratoga Street to Boundary Road. The one-way operation will remain in place until the opposite side of the road is constructed in conjunction with the subdivision of the adjoining property to the north-east.

Initially the developer proposed that the intersection be controlled with signage, however The Hills Council felt that the signage would not be self-enforcing and requested that a temporary median island be constructed along the centreline of Boundary Road across the intersection of Bluegate Street. Residents within the residential catchment are able to enter and exit the site through the north-east utilising the existing road network as outlined in Figure 2.

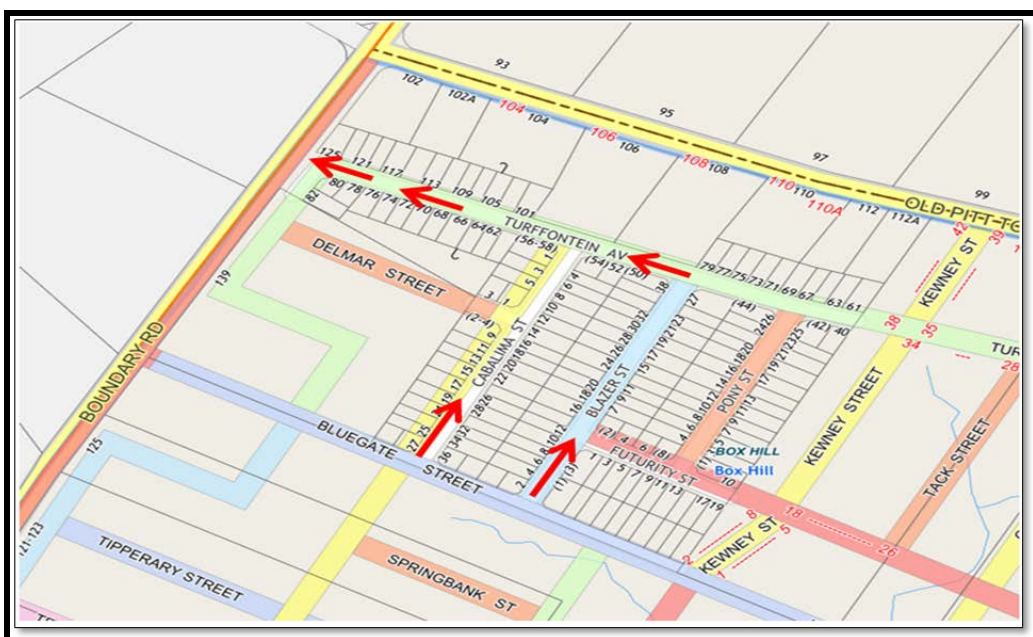


Figure 2: Alternate routes

ORDINARY MEETING
SECTION 4 – Reports of Committees
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The Hills Council has endorsed the installation of the temporary median island and associated signposting and line marking on Boundary Road at the intersection of Bluegate Street, Box Hill, which was also based on receiving endorsement from TfNSW to the proposed temporary median island.

A plan of the temporary median island and associated signposting and linemarking is provided in Attachment 1.

RECOMMENDATION TO COMMITTEE:

That the proposed installation of the temporary median island and associated signposting and line marking on Boundary Road at the intersection of Bluegate Street, Box Hill as outlined in Attachments 1 be endorsed, and advice be provided to The Hills Council accordingly.

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

That the proposed installation of the temporary median island and associated signposting and line marking on Boundary Road at the intersection of Bluegate Street, Box Hill as outlined in Attachments 1 be endorsed, and advice be provided to The Hills Council accordingly.

SECTION 3 - Reports for Information

There are no Reports for Information.

SECTION 4 - General Business

There was no General Business.

SECTION 5 - Next Meeting

The next Local Traffic Committee meeting will be held on Monday, 20 June 2022 at 3pm in the Small Committee Room.

The meeting terminated at 3:50pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 14 June 2022

Item: 113 **ROC - Disaster and Emergency Committee - 19 May 2022 - (151940)**

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Disaster and Emergency Committee, held on 19 May 2022.

EXECUTIVE SUMMARY:

As Item 1 of the Minutes has no policy or financial implications for Council, the minutes are presented for information only.

RECOMMENDATION:

That Council receive and note the Minutes of the Disaster and Emergency Committee Meeting held on the 19 May 2022.

DISCUSSION

The Disaster and Emergency Committee met on 19 May 2022. The agenda is available [here](#) and attachments to items in the agenda are available [here](#).

The Committee considered a staff report on matters as shown in the attached minutes attached as Attachment 1 to the report.

ATTACHMENTS:

AT - 1 Minutes of the Disaster and Emergency Committee held on 19 May 2022.

ORDINARY MEETING
SECTION 4 – Reports of Committees

Meeting Date: 14 June 2022

AT - 1 Minutes of the Disaster and Emergency Committee held on 19 May 2022

Minutes of the Meeting of the Disaster and Emergency Committee held in the Council Chambers and by Audio-Visual link, on 19 May 2022, commencing at 6:31pm.

Present: Councillor Barry Calvert, Deputy Mayor, Hawkesbury City Council - Chairperson
 Councillor Shane Djuric, Hawkesbury City Council
 Councillor Amanda Kotlash, Hawkesbury City Council
 Councillor Mary Lyons-Buckett, Hawkesbury City Council
 Councillor Jill Reardon, Hawkesbury City Council
 Councillor Sarah Richards, Hawkesbury City Council
 Councillor Les Sheather, Hawkesbury City Council
 Councillor Paul Veigel, Hawkesbury City Council
 Councillor Danielle Wheeler, Hawkesbury City Council
 Councillor Nathan Zamprogno, Hawkesbury City Council

Apologies: Councillor Patrick Conolly, Mayor, Hawkesbury City Council
 Councillor Eddie Dogramaci, Hawkesbury City Council

In Attendance: Ms Karen Clogher, New South Wales Police Force
 Mr Kevin Jones, NSW State Emergency Service
 Mr Matthew Waldon, NSW Fire and Rescue
 Mr Michael Morris, NSW Fire and Rescue
 Mr Dean Betts, Resilience NSW
 Mr Bruno Monteleone, Transport for NSW
 Ms Elizabeth Richardson, Hawkesbury City Council
 Mr Laurie Mifsud, Hawkesbury City Council
 Mr Will Barton, Hawkesbury City Council
 Ms Linda Perrine, Hawkesbury City Council
 Ms Suzanne Stuart, Hawkesbury City Council
 Ms Meagan Ang, Hawkesbury City Council
 Ms Tracey Easterbrook, Hawkesbury City Council

Attendance Register of Disaster and Emergency Committee

Member	31/3/2022	19/05/2022
Councillor Barry Calvert	✓	✓
Councillor Patrick Conolly	✓	A
Councillor Shane Djuric	✓	✓
Councillor Eddie Dogramaci	A	X
Councillor Amanda Kotlash	A	✓
Councillor Lyons-Buckett	✓	✓
Councillor Jill Reardon	✓	✓
Councillor Sarah Richards	✓	✓
Councillor Les Sheather	✓	✓
Councillor Paul Veigel	✓	✓
Councillor Danielle Wheeler	✓	✓
Councillor Nathan Zamprogno	✓	✓

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

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 14 June 2022

In the absence of the Chairperson, Councillor Conolly, the General Manager, Elizabeth Richardson, called for nominations for the Chairperson for this meeting of the Disaster and Emergency Committee:

Councillor Calvert	Nominated by Councillor Richards
	Seconded by Councillor Reardon

Councillor Calvert accepted and was declared to chair the meeting.

APOLOGIES AND LEAVE OF ABSENCE

Apologies for absence were received from Councillors Patrick Conolly and Eddie Dogramaci.

RESOLVED on the motion of Councillor Sarah Richards, seconded by Councillor Jill Reardon that the apologies be accepted.

Councillor Zamprogno entered the meeting at 6:34pm.

DECLARATION OF INTERESTS

Councillor Richards declared interests on the Confirmation of Minutes and Item 001.

CONFIRMATION OF MINUTES

Councillor Richards declared a significant non-pecuniary conflict of interest in this matter due to a conflict with the federal election. She left the Meeting and did not take part in voting or discussion on the matter.

RESOLVED on the motion of Councillor Reardon, seconded by Councillor Veigel that the Minutes of the Disaster and Emergency Committee held on the 31 March 2022 2021, be confirmed.

ORDINARY MEETING
SECTION 4 – Reports of Committees

Meeting Date: 14 June 2022

Item: 001 **DE - Emergency Planning Response May 2022 Flood - (151940, 95495)**

Directorate: Infrastructure Services

Councillor Richards declared a significant non-pecuniary conflict of interest in this matter due to a conflict with the federal election. She left the Meeting and did not take part in voting or discussion on the matter.

OFFICER'S RECOMMENDATION:

That the Disaster and Emergency Committee notes the information in the report relating to Emergency Planning and Response

COMMITTEE RECOMMENDATION

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

That the Disaster and Emergency Committee notes the information in the report relating to Emergency Planning and Response

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

Against the Motion: Nil.

Absent: Councillors Conolly, Dogramci and Richards.

The meeting was terminated at 7:03pm

oooO END OF REPORT Oooo

Ordinary

Section 5

Notices of motion

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 14 June 2022

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 14 June 2022

SECTION 5 – Notices of Motion

Item: 114 **NM1 - Consideration of Reduction of Councillors for the Council Term 2024-2028 - (125612, 79351)**

Submitted by: Councillor Lyons-Buckett

NOTICE OF MOTION:

That Council:

1. Consider the reduction of the number of Councillors for the term following the 2024 NSW Local Government election to 9.
2. Receive a report outlining the impacts of reducing Councillor numbers from 12 to 9 for a four-year period, including:
 - The process and timeline of how such a change could occur
 - Financial implications
 - Comparisons to other Councils regarding ratio of Councillors to population.

BACKGROUND

The Local Government Act 1993 NSW (s224) requires Councils to determine the number of Councillors for the term following the next Local Government election (proposed for September 2024).

In light of the reduction in Council meetings, committee meetings, and, in 2017 the removal of Councillor's planning powers to determine Development Applications, it is pertinent for us to consider whether twelve Councillors is an appropriate number for the future.

This Notice of Motion seeks a report to enable Councillors to consider whether there should be a change to Councillor numbers, with plenty of time to ensure adequate community consultation if any changes are proposed.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING
Questions for Next Meeting
Meeting Date: 14 June 2022

QUESTIONS FOR NEXT MEETING

Item: 115 **Response to Councillor Questions Taken on Notice at Council Meeting - 10 May 2022**

The following questions were raised from a Councillor regarding matters on the Council Meeting Business Paper of 10 May 2022. The questions were taken on notice and the responses are provided below:

#	Councillor	Question	Response
1	Lyons-Buckett	From May 2018 the transfer of land at Bilpin Oval Reserve is this still not complete? Wondering this has gone on for a long time, how will that impact, I know there is works to be done at Bilpin Oval, so will that impact on any works being done up there?	<p>The Director Infrastructure Services advised that on 13 August 2019 Council resolved to enter into a licence agreement with The Minister administering the National Parks and Wildlife Act 1974, in regard to Bilpin Oval Reserve.</p> <p>This licence agreement was signed by both parties and provides Council with security of tenure for the site until such time as the land can be transferred to Council.</p> <p>The transfer of land is still to be finalised as National Parks works through the Native Title issues.</p> <p>The agreement allows the upgrades that are currently occurring so there will be no impact to the works being carried out.</p>
2	Lyons-Buckett	Are the minutes for the third parties still being loaded onto the Hub?	<p>The Director Support Services advised that minutes of meetings of third party organisations have not been placed on the Hub since the addition of the Minutes of the Hawkesbury Sports Council up to November 2021. Council will place minutes from meetings</p>

ORDINARY MEETING
Questions for Next Meeting
Meeting Date: 14 June 2022

			of third party organisations on the Hub where they are publicly available, and will send a reminder to the remaining organisations seeking that the minutes be provided to Council, and thereafter be placed on the Hub.
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oooO END OF REPORT Oooo

ORDINARY MEETING
Confidential Reports
Meeting Date: 14 June 2022

CONFIDENTIAL REPORTS

Item: 116 **CP - Community Representation on Hawkesbury Heritage Committee - (80242, 124414)**

Previous Item: 098, Ordinary (10 May 2022)

Directorate: City Planning

REASON FOR CONFIDENTIALITY

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

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

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

ORDINARY MEETING

Confidential Reports

Meeting Date: 14 June 2022

Item: 117 IS - Lease from Crepe Myrtle - 442 and (part of) 441 Cornwallis Road,
Cornwallis - (793514, 95495) **CONFIDENTIAL**

Previous Item: 128, Ordinary (28 June 2021)

Directorate: Infrastructure Services

REASON FOR CONFIDENTIALITY

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

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

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

ORDINARY MEETING

Confidential Reports

Meeting Date: 14 June 2022

Item: 118 **SS - Licence Agreement for Signage at Industry Road Reserve, Vineyard - (95496, 112106)**

Directorate: Support Services

REASON FOR CONFIDENTIALITY

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

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

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

ORDINARY MEETING
Confidential Reports
Meeting Date: 14 June 2022

Item: 119 **SS - Licence Agreements - Hawkesbury Professional Business Chambers - 1 Dight Street, Windsor - (95496, 112106)**

Previous Item: 048, Ordinary (10 March 2020)

Directorate: Support Services

REASON FOR CONFIDENTIALITY

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

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

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



Ordinary meeting

End of Business Paper

This business paper has been produced electronically to reduce costs, improve efficiency and reduce the use of paper. Internal control systems ensure it is an accurate reproduction of Council's official copy of the business paper.