



# Hawkesbury City Council

## ordinary meeting business paper

date of meeting: 31 July 2018

location: council chambers

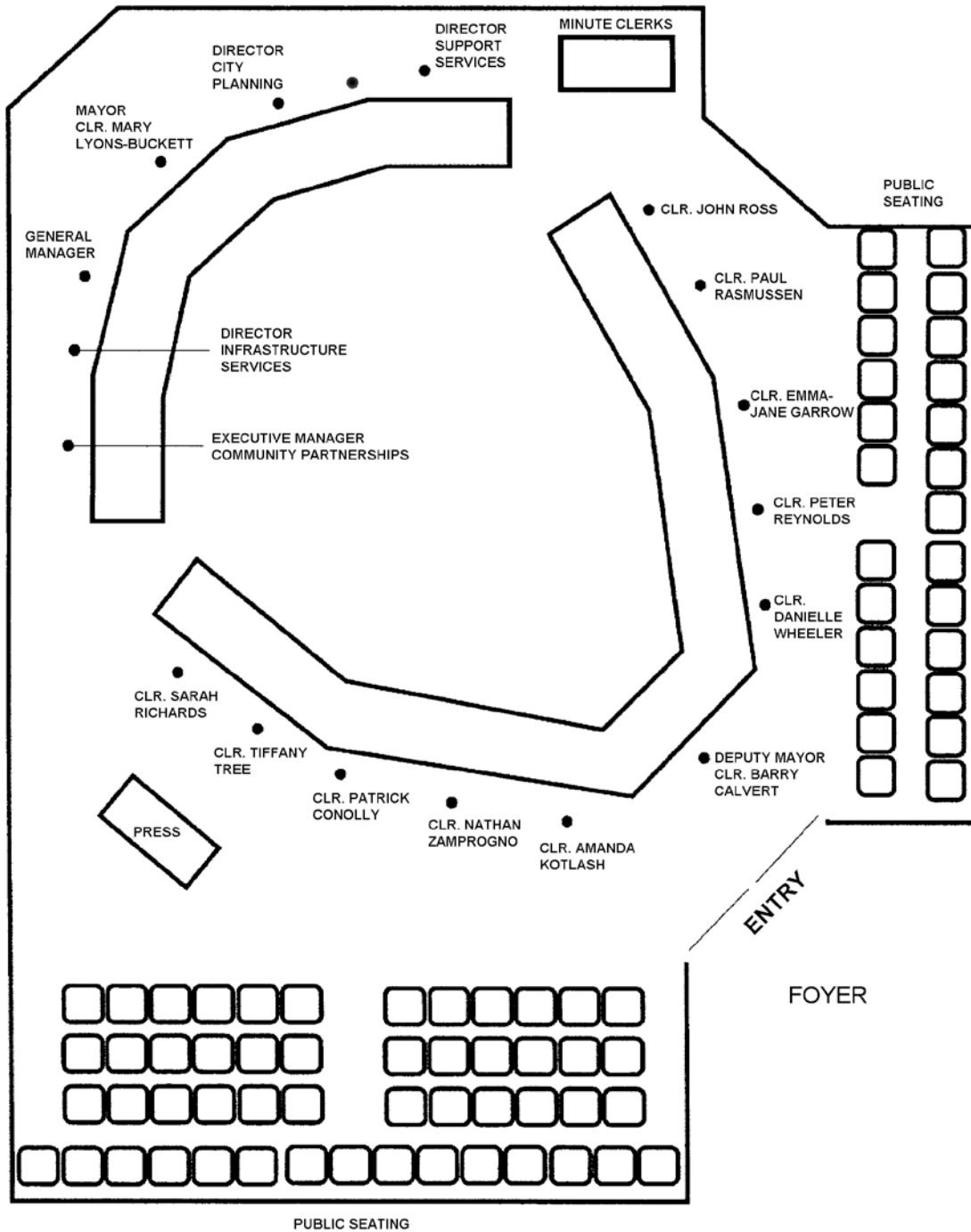
time: 6:30 p.m.



# mission statement

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

# Hawkesbury City Council







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**ORDINARY MEETING**  
**Procedural Matters**  
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**PROCEDURAL MATTERS**

**Welcome**

The General Manager will address the Council meeting, mentioning:

- Acknowledgement of Indigenous Heritage
- Emergency Procedures
- Recording of the Council Meeting
- Statement regarding people addressing the Meeting
- Mobile phones.

**Attendance**

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

**Apologies and Leave of Absence**

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

**Declaration of Interest**

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

**Acknowledgement of Official Visitors to the Council**

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

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**Procedural Matters**

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ordinary

section 1

confirmation of minutes

**ORDINARY MEETING**  
**SECTION 1 - Confirmation of Minutes**  
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**SECTION 1 - Confirmation of Minutes**

ordinary

section 2

mayoral minutes

**ORDINARY MEETING**  
**SECTION 2 – Mayoral Minute**  
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**ORDINARY MEETING**  
**SECTION 2 – Mayoral Minute**  
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**SECTION 2 – Mayoral Minutes**

**Item: 172                      MM - NSW State Pensioner Concessions - (79353)**

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**REPORT:**

NSW is the only State in which pensioner concessions on rates are not fully funded by the State Government. The State Government contribution has not changed since 1989. There have been repeated calls from NSW Councils for an increase to this contribution but to date there has been no increase.

Ratepayers who are eligible for the pensioner rebate can receive up to 50% rebate, capped at \$250, on the combined Rates and Domestic Waste Charges. The 50% rebate (capped at \$250) is paid by the NSW State Government and Council. The net cost to Council of funding Rates and Domestic Waste rebates, is approximately \$339,000 annually.

Self-funded retirees are currently not eligible for the rebates. However for self-funded retirees whose income is equivalent to a pension income, access to the rebate should be investigated.

A portion of Hawkesbury ratepayers who live in areas with no access to a sewerage system are faced with rising annual sullage collection costs. Council has made a number of investigations regarding potential rebates for this service, such as those currently being obtained in some other Local Government Areas.

There is no State Government Pensioner Rebate in relation to sullage collection charges, so Council fully funds the 50% rebate. For 2018/2019 the Council funded rebate equates to approximately \$1,087.34 for the majority of pensioner customers. Currently the cost to Council is approximately \$94,000 per year.

Inevitably there needs to be a long term solution reached for non-sewered areas and this process should commence investigation now. New technologies and effluent disposal systems are evolving and it is imperative that these are considered for suitability in our non-sewered areas with a view to long term changes being introduced which would have positive environmental outcomes. The impacts on the overall costs of sullage collection and/or alternative methods of effluent disposal requires investigation.

**RECOMMENDATION:**

That:

1. Council request a meeting between the Minister for Local Government, The Treasurer/Local Member and a delegation comprising Councillors and community representatives to discuss:
  - (a) the issue of pensioner rebates for general Rates and Domestic Waste charges.
  - (b) introduction of a fully funded State Government rebate for pensioners who have Sullage collection charges.
2. Council prepare a timeframe in which to commence investigations towards long term solutions for non-sewered areas of the Hawkesbury LGA

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF MAYORAL MINUTE Oooo**

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ordinary

section 3

reports  
for determination

**ORDINARY MEETING**

**SECTION 3 – Reports for Determination**

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**SECTION 3 – Reports for Determination**

**GENERAL MANAGER**

**Item: 173**                      **GM - Bowen Mountain Community Arts Fest - Events Sponsorship Requests (79351, 99389, 75504)**

**Division:**                      General Manager

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**PURPOSE OF THE REPORT:**

The purpose of this report is to advise Council of a sponsorship request from the Bowen Mountain Association Inc. for sponsorship of the Bowen Mountain Community Arts Fest. The event would be held in Bowen Mountain Park Hall from 16-18 November 2018.

**EXECUTIVE SUMMARY:**

Council is seeking to expand the number and diversity of events that are held within the Hawkesbury. The intention statement with the Hawkesbury Community Strategic Plan 2017 – 2036 is that the Hawkesbury will be a “place that is vibrant, attractive and welcoming and treasures and celebrates our shared history, environment, local economy and lifestyle”. The development of an expanded program of events for the area will assist Council in achieving this intention.

Council has received a sponsorship request from the Bowen Mountain Association Inc. for the Bowen Mountain Community Arts Fest, an event for dramatic artists and musicians to perform, artists and artisans to exhibit their work, school children to showcase their artwork, and as an opportunity to hold art competitions, demonstrations and workshops.

To this end, Council has also developed an Events Strategy which is currently on public exhibition. As part of the Strategy, an Assessment Criteria Matrix has been developed, which has been used to assess this application. After an assessment of this event against the Assessment Criteria Matrix, this report recommends that Council support be provided to the Bowen Mountain Association Inc. for the Bowen Mountain Community Arts Fest by way of financial sponsorship and in-kind support.

**RECOMMENDATION SUMMARY:**

This report recommends Council approval of a one year sponsorship of the Bowen Mountain Community Arts Fest on 16-18 November 2018.

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**REPORT:**

**Context and Background**

The Bowen Mountain Association Inc. has approached Council with a request for sponsorship of the Bowen Mountain Community Arts Fest. The annual event is held around November each year and has been held at the Bowen Mountain Park Hall for more than 15 years (with a break between 2016-2017). The event is planned for 16-18 November 2018. In 2015 more than 500 people attended the event and it is anticipated that a similar number of people will attend in 2018.

The Bowen Mountain Community Arts Fest is being held to provide a venue for Hawkesbury dramatic and musical performers, artists and artisans to exhibit their works, school children to showcase their artworks

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and as an opportunity to hold art competitions, demonstrations and workshops. The event will provide a cultural and social experience for locals and visitors to the area.

Planning, preparation and execution of the event develops relationships and partnerships across the community including the local school, art societies, Bowen Mountain Park Committee and Bowen Mountain Association Inc. All work for the festival is undertaken by local volunteers. Any funds raised from the event contribute to the upgrading of facilities at the local park.

The event will be held at the Bowen Mountain Park Hall and the event activities will not require the closure of any streets. Parking will be in the designated parking spots in and around the Bowen Mountain Village.

The Bowen Mountain Association Inc. is requesting financial sponsorship support from Council of \$2,000.

The event organisers have advised the following anticipated income and expenses for the Bowen Mountain Community Arts Fest 2018 as shown in Table 1.

*Table 1 – Estimated Income and Expenses for the Bowen Mountain Community Arts Fest*

<b>Income</b>	<b>\$</b>	<b>Expenses</b>	<b>\$</b>
Earned Income (from entry fees or sales etc.)	\$1,500	Salaries (including volunteer costs)	\$0
Estimated value of Donations/Corporate Sponsorship (Value of gifts or other sponsorship)	\$1,000	Promotion and advertising	\$1,000
Grants (from other government agencies)	Nil	Materials and program costs	\$2,300
Financial sponsorship request from Council	\$2,000	Venue, equipment, transport hire	\$1,000
		Other costs	\$200
<b>Total Income</b>	<b>\$4,500</b>	<b>Total Expenses</b>	<b>\$4,500</b>

#### **Detailed History, Including Previous Council Decisions**

The Bowen Mountain Community Arts Fest has been held at Bowen Mountain Park Hall for more than 15 years. Council has previously provided support during this time through the Community Sponsorship Program however this was prior to 2015.

#### **Policy Considerations**

An Events Strategy has been prepared by Council and is currently on public exhibition. The Strategy recognises the importance of events for the Hawkesbury and that they create opportunities for us to build:

- Community – involvement and participation
- Capacity - the ability to self organise and develop resilience in the community
- Connections – social cohesion across communities and local businesses

An Assessment Criteria Matrix is used to assess all applications for sponsorship to determine whether the applications are eligible for Council sponsorship. A copy of the completed Assessment Criteria Matrix for the Bowen Mountain Community Arts Fest is attached as Attachment 1 to this report.

Council has also adopted a Sponsorship Policy to manage arrangements whereby Council may consider granting a sponsorship to another party "*in money or kind, to support and activity or event for the benefit of residents or visitors*".

Council's Sponsorship Policy defines the following in respect of a sponsorship the Council may provide:

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*"Sponsorship is not an unconditional grant. In providing sponsorship Council expects to receive an outcome for the benefit of the community which is consistent with the aims and objectives of its strategic, operational and community plans."*

It is considered that the event proposal meets the above definition in that the Bowen Mountain Community Arts Fest provides economic benefits to local businesses and the tourism sector in the Hawkesbury.

It is also considered that the proposal achieves a number of the 'Sponsorship Principles' contained in the Council's Sponsorship Policy.

### **Consultation**

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

### **Conformance to the Hawkesbury Community Strategic Plan 2017-2036**

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

#### Our Future

- 5.5 Reinforcing our dynamic places - Support the revitalization 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.
  - 5.5.3 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.

### **Discussion**

The event is consistent with the Directions and Strategies in the Hawkesbury Community Strategic Plan and the Events Strategy.

The proposal is also consistent with the recently considered Events Strategy, which identifies events as an opportunity in the Hawkesbury to create:

- Community – involvement and participation.
- Capacity – the ability to self organise and develop resilience in the community.
- Connections – social cohesion across communities.

This event will create opportunities for Council to work with the event partners and the community to continue to build these attributes. This community event will help to:

- Build strong connections and partnerships across the community as people of all ages come together to prepare for the event, create works for entry into the displays and competitions and then at the event to celebrate with their community at the local Hall.
- The event will create a sense of place and ownership in the local community of the location and any funds raised are used to update local facilities.
- Celebrate the artistic heritage of the area and passing the history onto the next generation through the inclusion of children in the event.
- Increase the numbers of people in Bowen Mountain which will contribute to the local economy.

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- Create an opportunity for people outside the area to visit and contribute to the local economy,

The Events Strategy also includes an Assessment Criteria Matrix which to assess all Sponsorship Applications for 2018/2019 once the Strategy is adopted by Council. The Event Strategy is on public exhibition and during this period the Assessment Criteria Matrix has been used to assess this event sponsorship application and is included in Attachment 1.

The highest score that an event can score on the Assessment Criteria Matrix is 70. The Bowen Mountain Community Arts Fest scored 57 (see Assessment Criteria Matrix - Attachment 1). This event scored well on the Matrix and is therefore eligible to receive Council sponsorship. Accordingly, it is recommended that the event be sponsored by Council.

An assessment has been made of the request by the event organisers and in an effort to support the event it is suggested that Council provide a financial contribution of \$2,000 for the event in 2018.

As part of Council's sponsorship of the event Council will also provide in-kind social media promotion on the Hawkesbury Events page, promotion of the event through the Council Events Calendar, a media release and in the Mayoral Column to the value of \$1,000.

In return for the above provisions, Council would require the following general commitments from the event organisers:

- Council Logo and name recognition to be included on all the marketing and promotional material, including but not limited to:
  - Flyers
  - Media Release
  - Posters
  - Banners
  - Social Media Pages
  - Website
  - Invitations
  - Entry Forms

Council will need to approve any marketing material that displays the Council Logo prior to print.

- Onsite Activation:
  - Opportunity for the Mayor to speak at all events
  - Official invitations to Mayor and Councillors
  - Opportunity for Council tear drop/pull up banners/Council marquee to be displayed at the event

#### **Financial Implications**

Funding of \$2,000 has been provided for in the 2018/2019 Operational Plan to support events such as the Bowen Mountain Community Arts Fest. In addition, an in-kind contribution totalling \$1,000 will be provided.

#### **Fit For The Future Strategy Considerations**

The proposal is aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks. The proposal has no resourcing implications outside of Council's adopted 2018/2019 Operational Plan, which will adversely impact on Council's financial sustainability.



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**Conclusion**

It is recommended that Council approve the sponsorship funding for the Bowen Mountain Community Arts Fest to provide economic benefits, place making opportunities, community connections and resilience, participation and increased social cohesion in the village of Bowen Mountain and right across the Hawkesbury.

**RECOMMENDATION:**

That Council:

1. Approve sponsorship funding to the Bowen Mountain Association Inc. in regard to the holding of the Bowen Mountain Community Arts Fest to the value of a \$2,000 financial contribution and in-kind contribution of \$1,000 for marketing promotion services.
2. Enter into the standard Sponsorship Agreement with the Bowen Mountain Association Inc. for the Bowen Mountain Community Arts Fest.

**ATTACHMENTS:**

**AT - 1**    Assessment Criteria Matrix - Bowen Mountain Community Arts Fest

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**AT - 1 Assessment Criteria Matrix**

## Assessment Criteria Matrix

Event Name: Bowen Mountain Arts Festival  
 Event Location: Bowen mountain Park Hall  
 Event Date: November 2018

Objective	Criteria	Score Options	Score	Event Score
Community connections and resilience	Create community partnerships	No Yes More than 3 Partnerships	0 1 2	2
	Opportunities for local community group involvement	No More than 2 Groups More than 3 Groups More than 4 Groups	0 1 2 3	3
	Training and skills to be provided to local volunteers	No Yes	0 2	2
	Not for profit organisation	No Yes	1 2	2
Economic Benefit	Opportunities for local business involvement	No Yes More than 3	0 1 2	2
	Origin of attendees anticipated	Hawkesbury Outside LGA	1 2	2
	Anticipated number of people staying overnight	< 100 People > 100 to 200 People > 200 People	1 2 3	1
	Estimated \$ impact (anticipated revenue generated)	< \$100,000 \$100,000 to \$500,000	1 2	1
Community Strategic Plan	Support revitalisation of town centres	No Yes	0 2	2
	Develop vibrant town centres with business growth and community connection	No Yes	0 2	2
	Assist town centres and villages to become vibrant local hubs	No Yes	0 2	2
	Events which create Hawkesbury community connections and resilience	No Yes	0 2	2
	Events that celebrate our Rivers or riverside locations	No Yes	0 2	0
	Venue has disability access	No Yes	0 2	2
Image and Profile	Ability to link or coordinate with other events held at the same time of the year	No Yes	0 2	2
Culture and Heritage	Use of Hawkesbury heritage site	No Yes	0 2	2
	Involvement of local artists	No Yes	0 2	2
	Involvement of local musicians	No Yes	0 2	2

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Objective	Criteria	Score Options	Score	Event Score
Promotional Brand Exposure	Local/District promotion	No Local Regional	0 1 2	1
	Attract State/National promotion	No State National	0 1 2	0
	International exposure	No Some Good High	0 1 2 3	1
	Consistent with the Hawkesbury brand	Somewhat consistent Consistent Highly consistent	1 2 3	2
	Provision of marketing strategy	No Yes	0 2	2
Attendee Appeal	Appeal to wide demographic	Specialised interest Age or interest group Universal appeal	0 1 2	2
	Number of attendees	< 100 Attendees > 500 Attendees > 1000 Attendees	1 2 3	2
	Open to the general public	No Yes	0 1	1
Legacy	Opportunity to grow the event	No Yes	0 2	2
	Proven track record	No Yes	0 2	2
Viability	Adequacy of budget proposal	No Yes	0 2	2
	Multiple funding sources	No Yes	1 2	2
	State/other Government funding secured	No Yes	1 2	1
	Strong business model	No Yes	1 2	2
	Governance model in place	No Yes	0 2	2

Total Score

57

ooo END OF REPORT ooo

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**Item: 174**                      **GM - Koala Fest @ Kurrajong - Events Sponsorship Request - (79351)**

**Directorate:**                General Manager

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**PURPOSE OF THE REPORT:**

The purpose of this report is to advise Council of a sponsorship request from the Hawkesbury Environment Network for Koala Fest @ Kurrajong to be held in Memorial Park, Kurrajong on 15 September 2018.

**EXECUTIVE SUMMARY:**

Council is seeking to expand the number and diversity of events that are held within the Hawkesbury. The intention statement with the Hawkesbury Community Strategic Plan 2017 – 2036 is that the Hawkesbury will be a “place that is vibrant, attractive and welcoming and treasures and celebrates our shared history, environment, local economy and lifestyle”. The development of an expanded program of events for the area will assist Council in achieving this intention.

Council has received a sponsorship request from the Hawkesbury Environment Network for Koala Fest @ Kurrajong, an event which will create community awareness and increased understanding of the local koala population. Local organisations that will be represented at the event include Office of Environment and Heritage, Science for Wildlife, Rural Fire Service, Greater Sydney Local Land, Brewongle Environmental Education Centre, Conservation Volunteers Australia and Western Sydney University.

This report outlines details of the event and the actions Council can undertake to assist with the event.

To this end, Council has also developed an Events Strategy which is currently on public exhibition. As part of the Strategy an Assessment Criteria Matrix has been developed that has been used to assess this application. After an assessment of this event against the Assessment Criteria Matrix this report recommends support be provided to Koala Fest @ Kurrajong by way of financial sponsorship and in-kind support.

**RECOMMENDATION SUMMARY:**

This report recommends Council approval of the sponsorship of Koala Fest @ Kurrajong on 15 September 2018.

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**REPORT:**

**Context and Background**

The Hawkesbury Koala Working Group has approached Council with a request for financial and in-kind support to hold Koala Fest @ Kurrajong in Memorial Park, Kurrajong on 15 September 2018.

Koala Fest @ Kurrajong is being held to create community awareness and increased understanding of the local koala population along the eastern escarpment of the Hawkesbury and the threats to koalas as they move into developed areas. Koalas are currently listed as ‘vulnerable to extinction’ under the Biodiversity Conservation Act, 2016 because of the declining numbers and the ongoing pressure of threats. The koalas in the Hawkesbury and Blue Mountains region have been identified as part of a critically important koala population and it is believed that increased community awareness and support is essential for effective conservation of the species.

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As part of Koala Fest @ Kurrajong there will be stalls and activities to educate the community about the koala population and the threat to the population. Groups that will be involved include Office of Environment and Heritage, Science for Wildlife, Rural Fire Service, Greater Sydney Local Land, Brewongle Environmental Education Centre, Conservation Volunteers Australia and Western Sydney University.

It is anticipated that around 500 people will attend the inaugural Koala Fest @ Kurrajong. The event activities will not require the closure of any streets and parking will be in the designated parking spots in and around the Village. Attendees of the Festival will be encouraged to purchase food from the village shops and cafes. The Rural Fire Service will hold a sausage sizzle from their premises alongside Memorial Park.

The Hawkesbury Environment Network has advised of the following anticipated income and expenses for Koala Fest @ Kurrajong.

*Table 1 – Estimated Income and Expenses for Koala Fest @ Kurrajong*

<b>Income</b>	<b>\$</b>	<b>Expenses</b>	<b>\$</b>
Earned Income (from entry fees or sales etc.)	Free community event. No entry fee.	Salaries (including volunteer costs)	\$0
Estimated value of donation from Hawkesbury Environment Network	\$500	Printing	\$1,375
Financial contribution requested from Council	\$3,625	Newspaper Advertisements in Gazette Newspaper	\$1,500
Donation from Bendigo Bank – To Be Confirmed	\$3,800	Entertainment	\$450
Grants (from other government agencies)	Nil	Welcome to Country	\$300
Stakeholder Fees – Three stallholders to be charged \$80 per stall.	\$240		
<b>Confirmed Total Income</b>	<b>\$4,365</b>	<b>Total Expenses</b>	<b>\$3,625</b>

The Hawkesbury Environment Network has requested a financial sponsorship from Council of \$3,625 to cover the costs of:

- Printing of advertising materials
- Newspaper advertisements in the Gazette
- Entertainment including local musician
- Welcome to Country by Local Elder

#### **Detailed History, including previous Council decisions**

Koala Fest @ Kurrajong has not previously been held in the Hawkesbury. There are no prior Council decisions applicable to this event.

#### **Policy considerations**

An Events Strategy has been prepared by Council and is currently on public exhibition. The Strategy recognises the importance of events for the Hawkesbury and that they create opportunities for us to build:

- Community – involvement and participation
- Capacity - the ability to self organise and develop resilience in the community
- Connections – social cohesion across communities and local businesses

An Assessment Criteria Matrix is used to assess all applications for sponsorship to determine whether the applications are eligible for Council sponsorship. A copy of the completed Assessment Criteria Matrix is attached as Attachment 1 to this report.

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Council has also adopted a Sponsorship Policy to manage arrangements whereby Council may consider granting a sponsorship to another party *"in money or kind, to support and activity or event for the benefit of residents or visitors"*.

Council's Sponsorship Policy defines the following in respect of a sponsorship the Council may provide:

*"Sponsorship is not an unconditional grant. In providing sponsorship Council expects to receive an outcome for the benefit of the community which is consistent with the aims and objectives of its strategic, operational and community plans."*

It is considered that the event proposal meets the above definition in that the Koala Fest @ Kurrajong provides economic benefits to local businesses and the tourism sector in the Hawkesbury.

It is also considered that the proposal achieves a number of the 'Sponsorship Principles' contained in the Council's Sponsorship Policy.

### **Consultation**

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

### **Conformance to the Hawkesbury Community Strategic Plan 2017-2036**

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

#### Our Environment

3.1 The natural environment is protected and enhanced

3.1.2 Act to protect and improve the natural environment, including working with key agency partners.

#### Our Future

5.5 Reinforcing our dynamic places - Support the revitalization 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.

5.5.3 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.

### **Discussion**

The event is consistent with the Directions and Strategies in the Hawkesbury Community Strategic Plan and the Events Strategy.

The proposal is also consistent with the recently considered Events Strategy, which identifies events as an opportunity in the Hawkesbury to create:

- Community – involvement and participation.
- Capacity – the ability to self organise and develop resilience in the community.

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- Connections – social cohesion across communities.

This event will create opportunities for Council to work with the event partners and the community to continue to build these attributes. This community event will help to:

- Build strong connections and partnerships across the community as people of all ages come together to prepare for the event and then celebrate the event together in the local park and village.
- Create a sense of place and ownership in the local community of the location including the local park, village, shops and cafes.
- Raise awareness of koalas in the local area, encouraging people to take action to conserve koalas and celebrate their existence by bringing together community, Government and industry.
- Increase the number of people in Kurrajong which will contribute to the local economy in and around Kurrajong village.
- Create an opportunity for people outside the area to visit and contribute to the local economy.
- Support local musicians who will be performing as part of the event.

The Events Strategy also includes an Assessment Criteria Matrix which assess all Sponsorship Applications for 2018/2019 once the Strategy is adopted by Council. The Event Strategy is on public exhibition and during this period the Assessment Criteria Matrix has been used to assess this event sponsorship application and is included in Attachment 1.

The highest score that an event can score on the Assessment Criteria Matrix is 70. The Bowen Mountain Community Arts Fest scored 51 (see Assessment Criteria Matrix - Attachment 1). This event scored well on the Matrix and is therefore eligible to receive Council sponsorship. Accordingly, it is recommended that the event be sponsored by Council.

An assessment has been made of the request by the event organisers and in an effort to support the event it is suggested that Council provide financial sponsorship to the value of \$3,625.

As part of Council's sponsorship of the event Council will also provide in-kind social media promotion on the Hawkesbury Events page, promotion of the event through the Council Events Calendar, a media release and in the Mayoral Column to the value of \$1,000.

In return for the above provisions, for each of the events, Council would require the following general commitments from the event organisers:

- Council Logo and name recognition to be included on all the marketing and promotional material, including but limited to:
  - Flyers
  - Media Release
  - Posters
  - Banners
  - Social Media Pages
  - Website
  - Invitations
  - Entry Forms

Council will need to approve any marketing material that displays the Council Logo prior to print.

- Onsite Activation:
  - Opportunity for the Mayor to speak at all events
  - Official invitations to Mayor and Councillors
  - Opportunity for Council tear drop/pull up banners/Council marquee to be displayed at the event

#### Financial Implications

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Funding of \$3,625 has been provided for in the 2018/2019 Operational Plan to support events such as the Koala Fest @ Kurrajong. In addition, an in-kind contribution for promotion and marketing, totalling \$1,000 will be provided.

**Fit For The Future Strategy Considerations**

The proposal is aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks. The proposal has no resourcing implications outside of Council's adopted 2018/2019 Operational Plan, which will adversely impact on Council's financial sustainability.

**Conclusion**

It is recommended that Council approve the sponsorship funding for Koala Fest @ Kurrajong to provide increased awareness of koalas in the local area, economic benefits, place making opportunities, community connections and resilience, participation and increased social cohesion in the community of Kurrajong and right across the Hawkesbury.

**RECOMMENDATION:**

That Council:

1. Approve sponsorship funding to the Hawkesbury Environment Network in regard to the holding of Koala Fest @ Kurrajong to the value of \$3,625 financial contribution and an in-kind contribution of \$1,000 for marketing promotion services.
2. Enter into the standard Sponsorship Agreement with the Hawkesbury Environment Network for the Koala Fest @ Kurrajong

**ATTACHMENTS:**

**AT - 1** Assessment Criteria Matrix - Koala Fest @ Kurrajong



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## Assessment Criteria Matrix

Event Name: Koala Fest  
 Event Location: Memorial Park - Kurrajong  
 Event Date: 15 September 2018

Objective	Criteria	Score Options	Score	Event Score
Community connections and resilience	Create community partnerships	No Yes More than 3 Partnerships	0 1 2	2
	Opportunities for local community group involvement	No More than 2 Groups More than 3 Groups More than 4 Groups	0 1 2 3	4
	Training and skills to be provided to local volunteers	No Yes	0 2	2
	Not for profit organisation	No Yes	1 2	2
Economic Benefit	Opportunities for local business involvement	No Yes More than 3	0 1 2	2
	Origin of attendees anticipated	Hawkesbury Outside LGA	1 2	1
	Anticipated number of people staying overnight	< 100 People > 100 to 200 People > 200 People	1 2 3	2
	Estimated \$ impact (anticipated revenue generated)	< \$100,000 \$100,000 to \$500,000	1 2	1
Community Strategic Plan	Support revitalisation of town centres	No Yes	0 2	2
	Develop vibrant town centres with business growth and community connection	No Yes	0 2	2
	Assist town centres and villages to become vibrant local hubs	No Yes	0 2	2
	Events which create Hawkesbury community connections and resilience	No Yes	0 2	2
	Events that celebrate our Rivers or riverside locations	No Yes	0 2	0
	Venue has disability access	No Yes	0 2	2
Image and Profile	Ability to link or coordinate with other events held at the same time of the year	No Yes	0 2	0
Culture and Heritage	Use of Hawkesbury heritage site	No Yes	0 2	0
	Involvement of local artists	No Yes	0 2	0
	Involvement of local musicians	No Yes	0 2	2

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Objective	Criteria	Score Options	Score	Event Score
Promotional Brand Exposure	Local/District promotion	No Local Regional	0 1 2	2
	Attract State/National promotion	No State National	0 1 2	0
	International exposure	No Some Good High	0 1 2 3	0
	Consistent with the Hawkesbury brand	Somewhat consistent Consistent Highly consistent	1 2 3	3
	Provision of marketing strategy	No Yes	0 2	2
Attendee Appeal	Appeal to wide demographic	Specialised interest Age or interest group Universal appeal	0 1 2	2
	Number of attendees	< 100 Attendees > 500 Attendees > 1000 Attendees	1 2 3	2
	Open to the general public	No Yes	0 1	1
Legacy	Opportunity to grow the event	No Yes	0 2	2
	Proven track record	No Yes	0 2	0
Viability	Adequacy of budget proposal	No Yes	0 2	2
	Multiple funding sources	No Yes	1 2	2
	State/other Government funding secured	No Yes	1 2	1
	Strong business model	No Yes	1 2	2
	Governance model in place	No Yes	0 2	2

Total Score

51

oooO END OF REPORT Oooo

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**Item: 175**                      **GM - 2018 Local Government NSW Annual Conference (79351)**

**Directorate:**                General Manager

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**PURPOSE OF THE REPORT:**

The purpose of this report is to consider the nomination and attendance of Councillors and/or appropriate staff at the 2018 Local Government NSW Annual Conference to be held from 21 to 23 October 2018. Furthermore, the report also proposes two motions to be submitted for consideration at the Conference.

**EXECUTIVE SUMMARY:**

Due to the Conference topic and its relevance to Council's business, Council may wish to consider representation at the Conference. In addition, Council's endorsement is sought in respect to two proposed motions to be submitted for consideration at the Conference.

**RECOMMENDATION SUMMARY:**

Consideration be given to the attendance of nominated Councillors and/or staff as considered appropriate by the General Manager, at the 2018 Local Government NSW Annual Conference and further, Council endorse the submission of the motions outlined in the report.

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**REPORT:**

**Context and Background**

Consideration is required regarding attendance at the 2018 Local Government NSW Annual Conference to be held in Albury from 21 to 23 October 2018.

**Detailed History, including previous Council decisions**

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

Cost of attendance at the 2018 Local Government NSW Annual Conference will be approximately \$1,740, plus travel expenses per delegate.

Budget for Delegate Expenses - Payments made:

Total Budget for Financial Year 2018/2019	\$46,000
Expenditure to date	\$Nil
Outstanding Commitments	\$Nil
Budget balance as at 23 July 2018 (approx. including outstanding commitments)	\$46,000

**Voting Delegates**

The Conference will involve two types of voting, one for voting in the elections for Office Bearers and the Board, and a separate roll of voters for voting on motions.

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The Council is entitled to have five Voting Delegates at the Conference for each roll and it is therefore appropriate that those be appointed from amongst those Councillors who are to attend. In order to exclude any confusion in respect to voting responsibilities, it is recommended that the same five Voting Delegates be appointed for both rolls.

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

**Motions**

The LGNSW has called for motions to be considered at the Conference. LGNSW have requested councils to submit any motions by Sunday, 26 August 2018.

The LGNSW Board wants to ensure the motions debate centres on advancing the sector wide policy agenda in new ways. This means proposed motions should seek to be strategic, affect members state-wide and introduce new or emerging policy issues and actions.

Furthermore, LGNSW has a policy framework consisting of proposed Policy Principles and Position Statements which is outlined in the Policy Review Discussion Paper available at <http://lgnsw.org.au/policy/policy-principles>. Members are encouraged to consider the policy framework when drafting motions for this year's Conference.

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

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

The following draft motions have been prepared based on Councillor discussions and topics at Council Meetings over the last year, and are now submitted for Council's consideration:

**Potential Motion 1 - Improved Community Engagement from NSW State Government for Infrastructure Projects**

**Motion**

Category	Social Policy
Heading or Title	Improved Community Engagement from NSW State Government for Infrastructure Projects.
Motion Proposed	That the NSW Government review its strategy for community engagement relating to current, future and proposed infrastructure projects.

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Note from Council (background/ justification)	<p>In 2018, residents and community members from many local government areas across NSW have been impacted by the announcement of several large-scale projects, such as the Bells Line of Road – Castlereagh Connection Corridor, the Outer Sydney Orbital Corridor, and the proposal to raise the wall of Warragamba Dam; or the commencement of construction for other projects such as the Sydney Metro Northwest. Due to the limited nature of the consultation that has been undertaken in 2018 and previous years, citizens have reported to their local councils that they feel uninformed, distressed by the suddenness of announcements and the limited information that is provided, and powerless to affect the decision-making process by making submissions to state government agencies.</p> <p>Local councils are also affected by these types of projects, however are not provided with sufficient information and opportunities for dialogue to allow decisions to be made regarding future planning for infrastructure and service delivery at the council level.</p> <p>In June 2018, the NSW Information and Privacy Commission (IPC) published a document entitled “Charter for Public Participation – A guide to assist agencies and promote citizen engagement”. The stated aim of the Charter is “to assist NSW agencies to seek effective public input into the development and delivery of policies and services.” The Charter is founded upon the object of the NSW Government Information (Public Access) Act 2009 (GIPA Act), which is to advance government that is open, accountable, fair, and effective. We suggest that the eight principles for public participation, and other strategies suggested in the IPC Charter, should be considered by the NSW State Government when conducting public participation activities.</p> <p>We call on the NSW State Government to review its strategy for community engagement relating to current and future infrastructure projects, with the aim of improving the timeliness, accessibility and transparency of its public participation activities relating to current, future and proposed infrastructure projects.</p>
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**Potential Motion 2 - Future of the IPART Report on 'Review of Local Government Rating System'**

**Motion**

Category	Economic Policy
Heading or Title	Future of the IPART Report on 'Review of Local Government Rating System'
Motion proposed	That Council calls on the State Government to respond to the IPART Report on 'Review of Local Government Rating System', that it releases the final version of the Report and advise of their intentions in respect of the recommendations in the Report and provide appropriate modelling in respect of all Local Government Areas, including the Hawkesbury City Council LGA.
Note from Council (background /justification)	IPART completed their review of the Local Government Rating System and delivered the Report to the Minister for Local Government in December 2016. The final version of the Report as approved by the Minister has not yet been released.

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	Council calls on the State Government to respond to the IPART Report on “Review of Local Government Rating System”; to release the final version of the Report and advise of their intentions in respect of the recommendations in the Report; and to provide appropriate rating system modelling for all Local Government Areas, including the Hawkesbury City Council LGA.
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**Policy considerations**

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

**Consultation**

That attendance of nominated Councillors and staff as considered appropriate by the General Manager, at the 2018 Local Government NSW Annual Conference at an approximate cost of \$1,740, plus travel expenses, per delegate be considered. Furthermore, it is recommended that Council endorse the submission of the two motions as outlined in the report above.

**Conformance to the Hawkesbury Community Strategic Plan 2017-2036**

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

Our Leadership

- 1.1 Local Leadership and effective governance - Provide representative, responsive and accountable governance.
- 1.3 Financial Sustainability - Build strong financial sustainability for now and future generations.
  - 1.3.1 In all of Council's strategies, plans and decision making there will be a strong focus on financial sustainability.
  - 1.3.3 Decisions relating to determining priorities will be made in the long term interests of the community.
- 1.4 Reinforcing and establishing effective strategic partnerships - Build strong relationships and shared responsibilities.
  - 1.4.1 Foster positive relationships with all tiers of government and peak bodies to ensure a thorough understanding of the challenges and local requirements of the Hawkesbury.

**Discussion**

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

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

**Financial Implications**

The matters raised in this report have direct financial implications. The expenditure applicable is provided for in the 2018/2019 Adopted Operational Plan. Consideration should be given in regard to the relevance of Conference to Council's business and available budget to cover costs of attendance

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**Fit For The Future Strategy Considerations**

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

**Conclusion**

That attendance of nominated Councillors and staff as considered appropriate by the General Manager, at the 2018 Local Government NSW Annual Conference at an approximate cost of \$1,740, plus travel expenses, per delegate be considered. Furthermore, it is recommended that Council endorse the submission of the two motions as outlined in the report above.

**RECOMMENDATION:**

That:

1. The report be received and noted.
2. Council submit the following motions to the 2018 Local Government NSW Annual Conference as outlined the report:
  - a) Motion 1 - Improved Community Engagement from NSW State Government for Infrastructure Projects.
  - b) Motion 2 - Future of the IPART Report on 'Review of Local Government Rating System'.
3. Attendance of nominated Councillors and/or staff as considered by the General Manager, at the 2018 Local Government NSW Annual Conference at an approximate cost of \$1,740, plus travel expenses, per delegate be considered.
4. After returning from 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.

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF REPORT Oooo**



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**Item: 176**                      **GM - Sydney Planning Summit (79351)**

**Directorate:**                General Manager

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**PURPOSE OF THE REPORT:**

The purpose of this report is to consider the nomination and attendance of Councillors and/or appropriate staff at the Sydney Planning Summit to be held from 28 to 29 November 2018.

**EXECUTIVE SUMMARY:**

Due to the Conference topic and its relevance to Council's business, Council may wish to consider representation at the Summit.

**RECOMMENDATION SUMMARY:**

Consideration be given to the attendance of nominated Councillors and/or staff as considered appropriate by the General Manager, at the Sydney Planning Summit.

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**REPORT:**

**Context and Background**

Consideration is required regarding attendance at the Sydney Planning Summit which will be held in Sydney from 28 to 29 November, 2018.

**Detailed History, including previous Council decisions**

The Sydney Planning Summit will consider issues facing Sydney and NSW Councils, including the Metropolis of Three Cities, as well as an opportunity for discussion and review of the latest strategies, policies and developments, as well as facilitating the exchange of ideas on how to achieve sustainable planning objectives.

Cost of attendance at the Sydney Planning Summit will be \$1,295 plus travel expenses per delegate.

Budget for Delegate Expenses - Payments made:

Total Budget for Financial Year 2018/2019	\$46,000
Expenditure to date	\$Nil
Outstanding Commitments	\$Nil
Budget balance as at 23 July 2018 (approx. including outstanding commitments)	\$46,000

**Policy considerations**

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

**Consultation**

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

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**Conformance to the Hawkesbury Community Strategic Plan 2017-2036**

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

Our Future

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

**Discussion**

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

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

**Financial Implications**

The matters raised in this report have direct financial implications. The expenditure applicable is provided for in the 2018/2019 Adopted Operational Plan. Consideration should be given in regard to the relevance of the Summit to Council's business and available budget to cover costs of attendance

**Fit For The Future Strategy Considerations**

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

**Conclusion**

That attendance of nominated Councillors and staff as considered appropriate by the General Manager, at the Sydney Planning Summit at an approximate cost of \$1,295, plus travel expenses, per delegate be considered.

**RECOMMENDATION:**

That:

1. Attendance of nominated Councillors and/or staff as considered appropriate by the General Manager, at the Sydney Planning Summit at an approximate cost of \$1,295 plus travel expenses, per delegate be considered.
2. After returning from the Summit, delegates provide a written report to the General Manager detailing the proceedings and findings, as well as any other aspects of the Summit relevant to Council business and/or the local community.

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF REPORT Oooo**

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**CITY PLANNING**

**Item: 177**                      **CP - Submission to Housekeeping Amendments to State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 - (95498, 124414)**

**Directorate:**                City Planning

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**PURPOSE OF THE REPORT:**

The purpose of this report is to provide Council with:

- a summary of the proposed changes to State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 that were on public exhibition from 20 June 2018 to 18 July 2018;
- a discussion of the implications, if any, of each amendment on the Hawkesbury Local Government Area; and
- a recommendation that Council endorse Council Officer's comments submitted to the Department of Planning and Environment in respect to the matters discussed within this Report which highlights that of the 48 individual changes to policy there are five matters that it is considered that Council should provide particular comment on.

**EXECUTIVE SUMMARY:**

The Department of Planning and Environment are proposing amendments to State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 in order to:

- Introduce new definitions to provide clarity and certainty as to development permissible under the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008;
- Clarify the policy intent in the case of minor inconsistencies and refine certain clauses and provisions to ensure they achieve the policy intent;
- Improve existing diagrams to ensure they adequately reflect the development standards; and
- Correct minor drafting errors including incorrect clause references.

The proposed amendments were exhibited by the Department of Planning and Environment from 20 June 2018 to 18 July 2018, with comments being required to be lodged by the close of exhibition. As a consequence, the matters discussed in this Report have been provided to the Department of Planning and Environment along with a statement that Council is formally considering this matter at its Ordinary Meeting on 31 July 2018, and that should there be any changes based on Council's consideration of the matter then the Department of Planning and Environment will be notified.

This report discusses the implications of the proposed amendments, and highlights the matters raised in the submission to the Department of Planning and Environment. The Report highlights that of the 48 individual changes to policy there are five matters that it is considered that Council should provide particular comment on, including:

- Clarification of the operation of the Policy;
- Request that Farm Buildings not be included as an outbuilding as they are not an ancillary use to a dwelling house;
- Request that a specific definition be developed for 'environmentally sensitive land' to avoid ambiguities;
- Request that landslip/slide hazard be included regardless of whether or not it is within an environmental planning instrument, including those identified within a Council policy; and

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- Not support amendment in respect to Fences in E4 Environmental Living Zone as land within this zone within the Hawkesbury Local Government Area is of a rural size, nature and character. Further details of those particular comments are included in the Report.

**RECOMMENDATION SUMMARY:**

It is recommended that Council endorse Council Officer's comments provided to the Department of Planning and Environment for consideration in amending State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.

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**REPORT:**

**Context and Background**

The Department of Planning and Environment are proposing amendments to State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 in order to:

- Introduce new definitions to provide clarity and certainty as to development permissible under the State Policy;
- Clarify the policy intent in the case of minor inconsistencies and refine certain clauses and provisions to ensure they achieve the policy intent;
- Improve existing diagrams to ensure they adequately reflect the development standards; and
- Correct minor drafting errors including incorrect clause references.

The proposed amendments to the Policy were exhibited by the Department of Planning and Environments between 20 June 2018 and 18 July 2018.

The exhibition of the proposed amendment is accompanied by explanatory documents, including an Explanation of Intended Effects. The exhibition material can be viewed at:

<http://www.planning.nsw.gov.au/Policy-and-Legislation/State-Environmental-Planning-Policies-Review/Housekeeping-amendment-to-the-Codes-SEPP>

**Consultation**

No community consultation is required to be undertaken by the Council. The proposed amendments are proposed, managed and consulted by the Department of Planning and Environment.

**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

- 1.5 Regulation and Compliance - Encourage a shared responsibility for effective local compliance.
  - 1.5.1 Undertake Council initiatives within a clear and fair framework of strategic planning, policies, procedures and service standards as required under all regulatory frameworks.
  - 1.5.2 Best practice, sustainability principles, accountability and good governance are incorporated in all activities undertaken by Council.

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**Discussion**

Attachment 1 to this Report - *Summary of Proposed Housekeeping Amendments to State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* provides a summary of the proposed housekeeping amendments and Council Officer's comments in general.

Following is a discussion on the specific matters identified as warranting detailed comments being provided to the Department of Planning and Environment.

**Amend Definition of Outbuilding**

The amendment proposes to change the definition of outbuilding within clause 1.5 of the Policy by replacing “*class 10a building under the BCA*” with “*non-habitable building*”.

This new amendment is proposed as not all buildings listed as an ‘outbuilding’ are class 10a.

**Officer Comment:**

Clause 1.5 of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 defines ‘outbuilding’ to mean:

“any of the following class 10a buildings under the Building Code of Australia:

- (a) balcony, deck, patio, pergola, terrace or verandah that is detached from a dwelling house,
- (b) cabana, cubby house, fernery, garden shed, gazebo or greenhouse,
- (c) carport that is detached from a dwelling house,
- (d) farm building,
- (e) garage that is detached from a dwelling house,
- (f) rainwater tank (above ground) that is detached from a dwelling house,
- (g) shade structure that is detached from a dwelling house,
- (h) shed.

The Rural Housing Code requires ancillary development to be erected in conjunction with a dwelling house. ‘Ancillary development’ includes an ‘outbuilding’, and in turn ‘farm building’ is included in the definition of ‘outbuilding’. A shed used for agricultural purposes (ie. a farm building) is not ancillary to a ‘dwelling house’, however farm building is included in the definition of ‘outbuilding’ and are itemised in the controls. It is noted that ‘farm building’ is separately defined within local environmental plans to mean:

*“a structure the use of which is ancillary to an agricultural use of the landholding on which it is situated and includes a hay shed, stock holding yard, machinery shed, shearing shed, silo, storage tank, outbuilding or the like, but does not include a dwelling.”*

This inconsistency of including a farm building as ancillary development to a dwelling house could be resolved by providing separate requirements for farm buildings in association with agricultural uses as complying development.

It has therefore been recommended that the Department of Planning and Environment remove ‘farm building’ from the definition of ‘outbuilding’.

**New Definition of Environmentally Sensitive Land**

It is proposed to insert a new definition for ‘environmentally sensitive land’ within clause 1.5 of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008. ‘Environmentally sensitive land’ will mean “*land identified within an environmental planning instrument as environmentally sensitive land*”.

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**Officer Comment:**

Clauses 1.19(1)(e)(iv) and 1.19(5)(f)(iv) of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 prevents complying development on land that is identified by an **environmental planning instrument** as being environmentally sensitive land. Clause 1.19(1)(e)(iv) applies to the Housing Code, the Rural Housing Code, the Low Rise Medium Density Code (deferred in Hawkesbury Local Government Area for 12 months) and the Greenfield Housing Code. Clause 1.19(5)(f)(iv) applies to the Commercial and Industrial (New Buildings and Additions) Code.

It is noted that the proposed new definition for 'environmentally sensitive land' is consistent with existing Clause 1.19(1)(e)(iv) and 1.19(5)(f)(iv) of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.

However, whilst a definition is proposed to be provided, the exhibition material does not indicate any other amendments to the Policy in relation to 'environmentally sensitive land', and therefore this new definition is not considered necessary.

In addition, the broad definition of 'environmentally sensitive land', that is, any land identified as environmentally sensitive land within any environmental planning instrument, results in many and varied circumstances that will prevent complying development from being carried out.

The following environmental planning instruments provide definitions/descriptions for environmentally sensitive land:

- Hawkesbury Local Environmental Plan 2012;
- State Environmental Planning Policy (Housing for Seniors and People with a Disability) 2004;
- Sydney Regional Environmental Plan No. 20 - Hawkesbury-Nepean River;
- State Environmental Planning Policy (Mining, Petroleum Production and Extractive Industries) 2007; and
- State Environmental Planning Policy (State and Regional Development) 2011.

In particular State Environmental Planning Policy (Housing for Seniors and People with a Disability) 2004 and Sydney Regional Environmental Plan No. 20 - Hawkesbury-Nepean River provide definitions for environmentally sensitive land as follows:

*State Environmental Planning Policy (Housing for Seniors and People with a Disability) 2004*

State Environmental Planning Policy (Housing for Seniors and People with a Disability) 2004 defines environmentally sensitive land to mean "*land identified in another environmental planning instrument by any of the following descriptions or by like descriptions or by descriptions that incorporate any of the following words or expressions:*

- (a) *Coastal protection*
- (b) *Conservation (but not land identified as a heritage conservation area in another environmental planning instrument)*
- (c) *Critical habitat*
- (d) *Environmental protection*
- (e) *Open space*
- (f) *Escarpment*
- (g) *Floodway*
- (h) *High flooding hazard*
- (i) *Natural hazard*
- (j) *Repealed*
- (k) *Scenic (but not land that is so identified if:*
  - (i) *The land is within a residential zone in which development of two storeys or more in height is permitted, or*
  - (ii) *An adjacent residential zone, also identified as scenic, permits development of two storeys or more in height)*

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- (l) *Water catchment*
- (m) *Natural wetland*
- Land shown cross-hatched on the bush fire evacuation risk map*

Given the above descriptions, a search of all relevant (to the Hawkesbury Local Government Area) environmental planning instruments identifies the following additional criteria as being environmentally sensitive land:

- a. Land zoned E2 Environmental Conservation;
- b. Vacant Crown Land;
- c. Land zoned RE1 Public Recreation;
- d. Land zoned E1 National Parks and Nature Reserves;
- e. Land zoned W1 Natural Waterways;
- f. Land zoned E3 Environmental Management;
- g. Land zoned E4 Environmental Living;
- h. Land within a mapped scenic area of riverine corridor under SREP No. 20 (SREP 20);

*Sydney Regional Environmental Plan No. 20 – Hawkesbury-Nepean River*

Sydney Regional Environmental Plan No. 20 refers to environmentally sensitive areas as follows:

*Environmentally sensitive areas*

***Policy: The environmental quality of environmentally sensitive areas must be protected and enhanced through careful control of future land use changes and through management and (where necessary) remediation of existing uses.***

*Note.*

*Environmentally sensitive areas in the Hawkesbury-Nepean catchment are: the river, riparian land, escarpments and other scenic areas, conservation area subcatchments, national parks and nature reserves, wetlands, other significant floral and faunal habitats and corridors, and known and potential acid sulphate soils.*

*Note.*

*Conservation area subcatchments are those that are subject to relatively minimal human interference and are consequently in a reasonably pristine environmental condition.*

***Definition:***

*Development for the purpose of any building, work or land use, including clearing, in the sub-catchments of Glenbrook and Erskine Creek, Webbs Creek, the Colo River, the Grose River and the Macdonald River, as shown on the map, except for buildings, works or land uses that the consent authority considers to be minor and do not involve clearing or on-site effluent disposal.*

As a consequence, the following additional items are also identified as environmentally sensitive land:

- a. The river (The river is defined by Sydney Regional Environmental Plan No. 20 to mean ‘*the Hawkesbury-Nepean River*’);
- b. Riparian land;
- c. Escarpments and other scenic areas;
- d. Wetlands;
- e. Significant floral and faunal habitats and corridors;
- f. Known and potential acid sulphate soils (Potential sulphate soils would include all areas mapped by Hawkesbury Local Environmental Plan 2012 as acid sulphate soils, which would encompass the majority of the LGA); and
- g. Conservation sub catchment areas (mapped under Sydney Regional Environmental Plan No. 20).

A complication in the application of the items identified by Sydney Regional Environmental Plan No. 20 is how some of these items are defined or identified.



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Regardless of this, with the inclusion of the above identified criteria for environmentally sensitive land, especially those identified within Sydney Regional Environmental Plan No. 20, a large proportion of land within the Hawkesbury Local Government Area would be unnecessarily excluded from being able to be developed as 'complying development'. It is considered that this is contrary to the purposes of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.

Given the above, it has been recommended that the Department of Planning and Environment re-consider the proposed definition for 'environmentally sensitive land' and provide a specific, rather than a broad, meaning. Alternatives may include:

- Listing the circumstances, such as:
  - Environment zones
  - Waterway zones
  - Scenic corridors mapped under SREP No. 20
  - Conservation sub catchment areas mapped under SREP No. 20
- Defining 'environmentally sensitive land' to mean any land mapped as 'environmentally sensitive land' under a local environmental plan.

Any changes in the definition will need to be reflected in Clauses 1.19(1)(e)(iv) and 1.19(5)(f)(iv) of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.

#### **Landslide hazard**

It is proposed to amend Clauses 1.19(1)(f) and 1.19(5)(g) of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 to restrict complying development where land is identified by an environmental planning instrument as being affected by a landslide hazard.

#### ***Officer Comment:***

Whilst an exclusion from complying development being able to be carried out on land affected by a landslide hazard is supported, the stipulation that this has to be identified by an environmental planning instrument is not. Within the Hawkesbury Local Government Area, an area within the township of Kurrajong Heights has been identified as having a landslip hazard, to which Council has a relevant Policy. However, this landslip affectation is not identified within the Hawkesbury Local Environmental Plan 2012.

It has therefore been requested that the Department of Planning and Environment consider including any landslip/slide areas identified, whether through local environmental plans, or Council policies.

#### **Fences in E4 zones**

It is proposed to amend Subdivision 17 of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 to include the E4 Environmental Living zone and to amend Subdivision 18 to exclude the E4 Environmental Living zone to allow fences erected within the E4 Environmental Living zone to be consistent with those for residential zones.

#### ***Officer Comment:***

Subdivision 17 of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 provides the requirements for fences in residential zones to be carried out as exempt development. Subdivision 18 provides the requirements for fences within the rural and environmental protection zones, including the E4 Environmental Living zone. Subdivision 18 requires fences to be of post and rail or post and wire construction. This is considered appropriate within the Hawkesbury Local Government Area where most properties zoned E4 Environmental Living are rural in nature and character, rather than residential.

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It is understood that within other local government areas, the E4 Environmental Living zone has been used in a residential context, and therefore residential style fencing of these properties would be more appropriate. However, given the rural nature of much of the Hawkesbury Local Government Area and the use of the E4 Environmental Living zone in a truly rural context, residential style fencing, such as solid metal 'colorbond' fencing, is not considered to be in keeping with the rural character of the Environmental Living areas.

For these reasons, the Department of Planning and Environment has been advised that this proposed amendment is not supported.

**Financial Implications**

No financial implications are generated by the matters raised in this report.

**Fit For the Future Strategy Considerations**

The proposal is aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks. The proposal has no resourcing implications outside of Council's adopted 2018/19 Operational Plan, which may adversely impact on Council's financial sustainability.

**RECOMMENDATION:**

That Council endorse Council Officers comments that were provided to the Department of Planning and Environment for consideration in amending State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.

**ATTACHMENTS:**

- AT - 1** Summary of Proposed Housekeeping Amendments to State Environmental Planning Policy (Exempt and Complying Development Codes) 2008

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### AT - 1 Summary of Proposed Housekeeping Amendments to State Environmental Planning Policy (Exempt and Complying Development Codes) 2008

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Attachment No. 1  
Summary of Proposed Housekeeping Amendments to State Environmental Planning Policy (Exempt and Complying Development Codes) 2008

Policy Issue	Proposed Amendment	Reason for Amendment	Officer Comment
Minor Amendments and Errors	The Amending SEPP will introduce minor amendments to improve operation of the policy and to clarify the policy intent of certain provisions. It will also correct drafting errors, update existing diagrams and incorporate new diagrams.	These minor amendments are aimed at improving the implementation of the policy. They will clarify policy intent and ensure the efficient operation of the policy. Amendments will also correct errors such as grammatical mistakes, incorrect references and other drafting errors and incorporate new diagrams to improve clarity based on stakeholder feedback.	No objections are raised to amendments that correct minor errors and seek to clarify the operation of the Policy.
Deferred Commencement	For each residential complying development code (CDC), insert a new condition for deferred commencement. Clarify that where a CDC is issued before a lot is legally created, the CDC will not operate until the lot is legally created. The applicant must satisfy the council or certifier who issued the certificate, that the lot legally created is identical to the lot in which the CDC relates.	Legislative changes to the <i>Environmental Planning &amp; Assessment Act 1979 (NSW)</i> which commenced on 1 March 2018, provide for deferred commencement conditions to be imposed on CDCs. This amendment will give effect to this legislative update to allow for a CDC to be granted before a lot is legally created. The CDC will remain inoperative until the condition is satisfied and the lot is legally created.	Proposed amendment supported.
Floor Area	Amend all definitions of "floor area" to apply to Part 2 of the State Policy.	The amendment will result in the application of the definition of "floor area" to the Exempt Development Codes (Part 2 of the State Policy). This amendment clarifies that the definition of "floor area" applies to development carried out under the Exempt Development Codes.	Proposed amendment supported.
Gross Floor Area Definition	Amend the SEPP to clarify when calculating GFA, that the maximum size of the "1 car parking space" that can be excluded for each dwelling (excluding secondary dwellings) is 18m <sup>2</sup> .	To make it clear how much floor space can be excluded from the GFA calculation for each car space. It is proposed to amend the State Policy to include an upper limit of 18m <sup>2</sup> for the "1 car parking space" in this definition.	Proposed amendment supported.
Outbuildings	Amend the definition of "outbuilding" in clause 1.5 by replacing "class 10a building under the BCA" with "non-habitable building".	The definition of "outbuildings" will refer to "non-habitable buildings rather than to building classification as not all buildings listed as an 'outbuilding' are class 10a.	Proposed amendment supported, however request that 'farm building' not be included as 'outbuilding' as farm buildings are not an ancillary use to a dwelling house.
Environmentally Sensitive Land	Insert a definition into clause 1.5 that "environmentally sensitive land" is "land identified within an environmental planning instrument as environmentally sensitive land".	To clarify that "environmentally sensitive land" is land identified as "environmentally sensitive" in an environmental planning instrument.	Request that a specific definition be developed for "environmentally sensitive land" to avoid ambiguities.
Pathways	Insert a definition into clause 1.5 for "pathway" as "a path but does not include a stairway, stairs or the like".	This amendment will clarify that construction of a pathway as exempt development does not include a stairway.	Proposed amendment supported.
Stairway	Insert a definition into clause 1.5 for "stairway" as "a series or flight of stairs".	This amendment will introduce a definition for a stairway as distinct from a pathway. The definition will align with the BCA definition for a flight of	Proposed amendment supported.

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		stairs as being a constant series of risers including winders that is not interrupted by a landing.	
Cabanas	Include a definition for 'cabana' and clarify that a cabana carried out as exempt development cannot include shower or bathroom facilities or a kitchenette or cooking facilities.	The amendment will introduce a definition for 'cabana'. Where water or sewage connection is required, the amendment will require this 'cabana' to be carried out as complying development to ensure that a technical assessment of the proposal is undertaken.	Proposed amendment supported.
Floor Space	Amend cl 2.30AB(b) and (c) to replace the term 'floor space' with 'floor area'.	As 'floor space' is not a defined term in the State Policy, the amendment proposes to replace the term 'floor space' with the defined term 'floor area'.	Proposed amendment supported.
Calculating Lot Area	Amend the State Policy to include a provision clarifying that the lot area is the whole of the lot and includes the area of any land on the lot that may be subject to a land-based exclusion.	This amendment seeks to clearly outline that the relevant lot area is the area of the whole lot including any land subject to a land-based exclusion (such as Class 1 or 2 Acid Sulfate Soil).	Proposed amendment supported.
Acid Sulfate Soil	Insert a Note to clarify that development is permitted on those parts of the lot that are not class 1 or 2.	Currently, complying development is prohibited from being carried out on land identified on an Acid Sulfate Soils Map as being class 1 or 2. This amendment proposes to clarify that complying development is not allowed on those parts of the lot which are class 1 or 2 Acid Sulfate Soils, but is allowed on any other parts of the lot that are not class 1 or 2.	Proposed amendment supported.
Contaminated Land	Amend subclause 1.19(1)(e) to include a new subclause for land that is significantly contaminated land within the meaning of the <i>Contaminated Land Management Act</i> 1997 (CLM Act).	Currently, complying development on land defined as significantly contaminated land under the CLM Act is only prohibited where the development is proposed to be carried out under the Commercial and Industrial Code. It is proposed to expand that exclusion to prohibit complying development being carried out under all of the complying development Codes.	Proposed amendment supported.
Development near Rail Corridors	Insert a condition for complying development that where the development is in or adjacent to a rail corridor and is for the purposes of residential accommodation, appropriate measures should be taken to ensure that the following LAeq levels (noise levels) are not exceeded: <ul style="list-style-type: none"> <li>In any bedroom – 35dB(A) at any time between 10:00pm and 7:00am</li> <li>Anywhere else in the residential accommodation (other than a garage, kitchen, bathroom or hallway) – 40dB(A) at any time.</li> </ul>	This amendment responds to stakeholder concerns regarding the impact of rail noise and vibration on development near rail corridors. It is proposed to replicate noise criteria contained in clause 87(3) of the <i>State Environmental Planning Policy (Infrastructure) 2007</i> which sets controls for residential development near rail corridors where development consent is required.	Proposed amendment supported.
Landslide Hazard	Amend clauses 1.19(1)(f) and 1.19(5)(g) to include a 'landslide hazard'.	This amendment responds to stakeholder feedback and restricts complying development where land is identified by an environmental planning instrument as being affected by a landslide hazard.	Request that landslip/slide hazard be included regardless of whether or not it is within an environmental planning

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Policy Issue	Proposed Amendment	Reason for Amendment	Officer Comment
Street Libraries	<p>Amendment Part 2 (Exempt Development Codes) to insert a new Subdivision to permit street libraries as exempt development if:</p> <ul style="list-style-type: none"> <li>• It has a footprint of no more than 1.5m<sup>2</sup>, and</li> <li>• Is not higher than 1.5m above ground level (Existing), and</li> <li>• Is structurally adequate with adequate footings or attachments, and</li> <li>• Any footings area not more than 600mm below ground level (existing) and located clear of any underground utility services, and</li> <li>• Is not constructed or installed in or on an item listed as a heritage item or proposed for listing as a draft heritage item, and</li> <li>• It is not constructed or installed on a public road (including the nature strip and a footpath).</li> </ul> <p>A note will be inserted to clarify that a public road is defined in the <i>Roads Act 1993</i> and <i>Road Rules 2014</i> to include the road, the nature strip and any adjacent footpath.</p>	<p>This amendment will permit street libraries to be carried out as exempt development provided all relevant development standards are met.</p>	<p>instrument, including those identified within a council policy.</p> <p>Proposed amendment supported.</p>
Stairway	<p>Insert a new Subdivision into Part 2 Division 1 to permit the construction or installation of stairs or a stairway as exempt development if:</p> <ul style="list-style-type: none"> <li>• The stairs or stairway is construction in association with a balcony, deck, patio, pergola, terrace, veranda or be located directly adjacent to and serve an external access door to a dwelling</li> <li>• The height of the topmost step is not more than 1m above ground level (existing)</li> <li>• It is located at least 450mm from the side or rear boundaries</li> <li>• It does not interfere with the functioning of existing drainage fixtures or the natural surface flow of water</li> <li>• It is constructed of non-combustible material if located on bush fire prone land and is less than 5m from any dwelling</li> <li>• It is located in the rear yard if constructed or installed on or in a heritage item or draft heritage</li> </ul>	<p>The amendment responds to stakeholder feedback and will permit construction of a stairway provided the relevant development standards are met. These development standards have been designed to reduce impact to neighbour amenity and privacy.</p>	<p>Proposed amendment supported.</p>

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Policy Issue	Proposed Amendment	Reason for Amendment	Officer Comment
Signage on Cranes	<p>Item or in a heritage conservation area or draft heritage conservation area</p> <p>Amend Part 2 Division 3 to insert a new subdivision which allows signage on cranes to be exempt development if:</p> <ul style="list-style-type: none"> <li>The size of the sign is no greater than 600mm in height and 2m in width</li> <li>The signage does not obstruct line of sight to traffic control signals, driveways or other critical road infrastructure</li> <li>It does not contain reflective materials, colours and finishes</li> <li>It does not incorporate sound, vibration, odour and other emissions</li> <li>It does not contain or use flashing lights, electronically changeable messages, animated display, moving parts, simulated movements, complex displays that hold a drivers attention beyond glance appreciation, or displays resembling traffic signs or signals by use of colour, shape or words that can be construed as giving instruction to traffic</li> <li>It is not illuminated</li> <li>The signage shall contain only the name or logo of the construction company, builder, or developer, or crane operator and contact details. Third party advertising is not permitted.</li> </ul>	<p>In response to stakeholder concerns regarding the lack of controls regarding signage on cranes, this amendment will introduce development standards for the erection of signage on cranes as exempt development.</p>	<p>Proposed amendment supported.</p>
Carport Height	Amend clause 2.34 to require that any front boundary fence which faces a public space or walkway must also meet the requirements in subclause (2).	The current controls assume that houses face a primary road, however this is not always the case. This amendment will extend front boundary controls (maximum 1.2m height and openness for at least 20% of the area above 400mm above ground level) to situations where a house faces a public space, such as a public path or walkway.	Proposed amendment supported.
Fences in E4 zones	Amend Subdivision 17 to include E4 zones and Subdivision 18 to exclude E4 zones.	Exempt fences in all environmental protection zones are required to have a maximum height of 1.8m and be of post and rail or post and wire construction. Stakeholder feedback has indicated that this is not appropriate for E4 Environmental Living zones which often accommodate residential development. This amendment will result in exempt development fence control in E4 zones which are consistent with those for residential zones.	Proposed amendment not supported as land within E4 Environmental Living zone within the Hawkesbury Local Government Area is of a rural size, nature and character.
Safety of Existing	Introduce development standards requiring compliance	To address safety concerns regarding awnings projecting over public	Proposed amendment supported.

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Policy Issue	Proposed Amendment	Reason for Amendment	Officer Comment
Awnings	with Section B of Volume 1 of the Building Code of Australia for existing awnings over public land.	space, this amendment will require certification by a structural engineer that existing awnings which project over public roads and footpaths comply with Section B of Volume 1 of the BCA wherever exempt or complying development works are being undertaken, regardless of whether the proposed works are to the awning or not.	
Non-Structural Decking	Amend clause 2.53 to allow the replacement of non-structural decking as exempt development.  Amend clause 2.54 to require the use of equivalent or improved quality materials when carrying out replacement of non-structural decking as exempt development.	This amendment identifies the replacement of non-structural decking, provided equivalent material are used, as exempt development.	Proposed amendment supported.
Playground Equipment	Insert a Note in clause 2.57 that clarifies that playground equipment on private land refers to children's play equipment such as swings, slides, trampolines and the like, but does not include a skateboard ramp.	This amendment clarifies the type of playground equipment capable of being carried out as exempt development on private land.	Proposed amendment supported.
Rainwater Tanks (above ground) in E4 Zones	Amend development standards in clause 2.64 to allow above ground rainwater tanks in E4 zones if they are located at least 900mm from each lot boundary.	Stakeholder feedback has indicated that a 10m setback from each lot boundary is inappropriate for E4 zones. This amendment will introduce a lesser setback.	Proposed amendment supported.
Tennis Court Fences	Change the title of Part 2 Division 1 Subdivision 39B from 'tennis courts' to 'tennis courts and tennis court fences'.	Tennis courts are currently permitted as exempt development, however this Subdivision is silent as to whether tennis court fences are allowed. This amendment will clarify that tennis court fences are allowed as exempt development on lots of at least 1 ha in a rural zone or a R5 zone provided they satisfy the relevant standards.	Proposed amendment supported.
Illuminated Real Estate Advertising	Amend Division 2, Subdivision 12 Real Estate Sign to require that illuminated and electronic displays on private property. <ul style="list-style-type: none"> <li>do not exceed 200 candelas/m<sup>2</sup> at night time, and 500 candelas/m<sup>2</sup> at dawn or dusk; and</li> <li>do not contain animated or video/movie style advertising or messages including live television, satellite, internet or similar broadcasts</li> <li>dwell times for image display must not be less than 10 seconds for areas where the speed limit for passing vehicles is below 80km/hr and 25 seconds for areas where the speed limit is 80km/hr and over.</li> <li>Any digital sign that is within 250m of a classified road and is visible from a school zone must be switched to a fixed display during school zone</li> </ul>	This amendment will introduce development standards for electronic or illuminated displays that are on private property in response to stakeholder feedback that such displays may pose a distraction to drivers and pedestrians.	Proposed amendment supported.

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Policy Issue	Proposed Amendment	Reason for Amendment	Officer Comment								
Temporary Use	hours. Amend clauses relating to temporary use in Part 2 Division 3 to clarify that a temporary use is exempt development where a temporary structure is constructed or installed as exempt development.	The construction or installation of temporary structures for a specified use are expressly permitted as exempt development. Stakeholder feedback has indicated that it is unclear if the specified temporary use itself is exempt or not. This amendment will clarify that the relevant temporary use is also exempt development.	Proposed amendment supported.								
Complying Development carried out on Single Lot	Insert a clause stating that a single dwelling cannot be built across multiple lots under complying development.	This amendment seeks to clarify that complying development may only take place on one lot. A dwelling that stretches across two or more lots cannot be carried out as complying development.	Proposed amendment supported.								
Exceptions to Setbacks	Amend clauses 3.10(14), 3.21(11) and 3A.19(a) to mitigate overshadowing and amenity impacts on public reserves from detached garages and detached studios.	Previously, the General Housing Code required detached garages and studios (previously defined as 'outbuildings') to be setback from public reserves. This was mistakenly omitted by the Department of Planning and Environment in the simplified Housing Code. To address this, an amendment is proposed to require detached garages and detached studios to also be setback 3m from public reserves.	Proposed amendment supported.								
Minimum Setbacks	Amend clauses relating to parallel road setbacks and public reserve setbacks (such as 3.10(12) and (14)) to clarify that they apply only to any "lesser" standard, rather than any "other" standard, for a setback.	This amendment will clarify that where there is a boundary to a parallel road or a public reserve, development specified must be setback at least 3m, despite any lesser setback standard. However, any larger setbacks, for example rear setbacks, will still apply.	Proposed amendment supported.								
Building Design	Amend clause 3.14(2) to clarify that only the window facing the primary or parallel road needs to be to a habitable room. The door facing the primary or parallel road does not need to be to a habitable room.	This minor amendment will clarify that a dwelling house must contain at least one window to a habitable room and one door at ground floor level facing the primary road or any parallel road. The door does not need to be to a habitable room and can be to a hallway or entryway. This amendment is in response to stakeholder feedback that the current provisions are unclear.	Proposed amendment supported.								
Carparking and Access	Amend the table in clause 3.16(5) to address off street parking where the dwelling is located exactly 4.5m from the primary road.	The clause currently only provides requirements where the dwelling is less than, or greater than 4.5m from the primary road. This is a minor amendment to clarify that where a dwelling house is located exactly 4.5m or more from the primary road, the off-street parking setback is at least 1m behind the building line.	Proposed amendment supported.								
Swimming Pool Setbacks from Secondary Roads	Amend clause 3.28 to require the pool to be setback from a secondary road according to the following table: <table><tr><th>Lot Size (m<sup>2</sup>)</th><th>Secondary road setback</th></tr><tr><td>200 – 600m<sup>2</sup></td><td>2m</td></tr><tr><td>&gt;600 – 1500m<sup>2</sup></td><td>3m</td></tr><tr><td>&gt;1500m<sup>2</sup></td><td>5m</td></tr></table>	Lot Size (m <sup>2</sup> )	Secondary road setback	200 – 600m <sup>2</sup>	2m	>600 – 1500m <sup>2</sup>	3m	>1500m <sup>2</sup>	5m	This amendment will align the secondary road setbacks for swimming pools with the secondary road setbacks for the dwelling house under the current Housing Code.	Proposed amendment supported.
Lot Size (m <sup>2</sup> )	Secondary road setback										
200 – 600m <sup>2</sup>	2m										
>600 – 1500m <sup>2</sup>	3m										
>1500m <sup>2</sup>	5m										



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Policy Issue	Proposed Amendment	Reason for Amendment	Officer Comment
Excavation in Acid Sulphate Soil	Amend clause 3.30 to permit excavation exceeding 1m on land identified as class 3 or class 4 on an Acid Sulphate Soils Map where a qualified geotechnical engineer has certified that the development proposed is not on land affected by acid sulphate soil.	Excavation as complying development cannot currently exceed 1m on land identified as class 3 or class 4 on an Acid Sulphate Soils Map. Stakeholder feedback has indicated that these Maps may be inaccurate. It is proposed to allow deeper excavation where a qualified geotechnical engineer has certified that the land where the development is proposed is not affected by acid sulphate soils class 3 or class 4.	Proposed amendment supported.
"Cut and Fill"	Amend clause 3.30(3) to clarify that "fill" includes fill contained within drop edge beam, except where the fill is wholly contained within the footprint of the dwelling house, any attached development or detached development.	This amendment clarifies that "fill" under complying development includes fill contained within a drop edge beam. However, fill within a drop edge beam that is contained within the footprint of the dwelling house, any attached development or detached development will continue to be unlimited.	Proposed amendment supported.
Protected Trees	Omit the words 'on the lot' from clause 3.33(2)	The proposed amendment is required to ensure that dwelling houses, attached development and detached development are adequately setback from any protected tree on the lot and on adjoining lot.	Proposed amendment supported.
Internal Alterations to Residential Flat Buildings	Amend clause 4.2 to include a new development standard that internal alterations must not result in a change to the number of bedrooms within a residential flat building.	This amendment clarifies that internal alterations carried out as complying development must not change the number of bedrooms in an apartment.	Proposed amendment supported.
Attic Dormers	Amend clause 4.6(2)(e) to ensure that the restrictions only apply if the dormer is facing the side or rear of the building.	This minor change will clarify that the restriction in clause 4.6(2)(e) only apply where the dormer faces the side or rear of the building. Dormers are permitted at the front of a home without restriction.	Proposed amendment supported.
Gym (Recreation Facility Indoor)	Insert a new subclause 5.5(1)(m) to apply to Recreation Facility (Indoor).	Recreation facilities (indoor) are currently not allowed as a change of use under complying development, but are allowed as a first use. The proposed amendment will ensure that this type of development is also excluded from the operation of the complying development framework if it is a first use of premises. As a result, where the first use of a premises is intended to be a recreation facility (indoors), such as a gym, a DA is required. This responds to stakeholder concern that a recreation facility (indoors) may have sufficient noise and vibration impacts on neighbour amenity as to require a merit assessment.	Proposed amendment supported.
Projecting Wall Signs	Amend clause 5.14 to insert a minimum height of 2.6m above footways as an additional development standard that must be met.	At present there is no height limit for projecting wall signs above public roads (including footpaths). This amendment will impose a new standard that requires development to also comply with a height limit before it can be carried out as complying development. This is considered with development controls for exempt development, and will help to minimise safety and amenity impacts.	Proposed amendment supported.
Warehouse or Distribution Centres	Amend clause 5A.4 to apply subclauses (b) and (c) to a warehouse or distribution centre.	This amendment allows additions or external alterations to an existing building used for the purpose of a warehouse or distribution centre to be	Proposed amendment supported.

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Policy Issue	Proposed Amendment	Reason for Amendment	Officer Comment
Contamination from Demolition	Amend clause 7.2(1) to clarify that demolition which poses a risk of contamination, it is not development for the purposes of this Code	carried out under the Commercial and Industrial Code. This amendment will ensure that if demolition carries a risk of contamination, it cannot be carried out as complying development.	Proposed amendment supported.
Wall on an Adjoining Lot	Amend clause 7.2(2) to clarify that a professional engineer's report is required where the development involves the demolition or removal of a wall to a boundary that has a wall on an adjoining lot which is less than 900mm from the boundary.	This amendment will clarify that where demolition of a wall near a side or rear boundary is adjacent to a wall on an adjoining lot within 900mm of the boundary, a professional engineer's report is required that details any necessary method of maintaining support.	Proposed amendment supported.
Demolition	Amend clause 7.1(1)(a) from a 'dwelling' to a 'dwelling house or secondary dwelling'	This amendment will clarify policy intent that the demolition code only allows for the demolition of dwelling houses and secondary dwellings.	Proposed amendment supported.
Demolition	Add a note to clause 7.2(4) that where a swimming pool has been removed, the fill used for the site must be: <ul style="list-style-type: none"> <li>Clean fill or virgin excavated natural material as defined in Part 3 of Schedule 1 of the <i>Protection of the Environment Operations Act 1997</i></li> <li>Compacted consistent with the applicable guidelines for specification and testing of earthworks of the Australian Geomechanics Society (NSW) and Australian Standard AS 1289.0-2000.</li> </ul>	This amendment will ensure that where a pool is demolished, appropriate measures will be taken to ensure that the fill used for the site is not contaminated and properly compacted.	Proposed amendment supported.
Contamination Discovered During Works	Insert a contamination condition into Schedules 6, 8 and 9 that provides that all works must be stopped immediately and the Environment Protection Authority and Council notified if the land is found to be contaminated in the course of works.	This amendment will require works to stop where it is discovered that the land on which work is being carried out is contaminated. Notice of the contamination must also be given to the Environment Protection Authority and Council.	Proposed amendment supported.
Demolition	Amend Schedule 9, Part 2, Subclause 8 – Fill for the purposes of demolition must contain only virgin excavated natural material (VENM) as defined in Part 3 of Schedule 1 of the <i>Protection of the Environment Operations Act 1997</i> .	This amendment will clarify that fill brought to the site for the purposes of the Demolition Code must only contain VENM fill. This is consistent with conditions relating to fill for other Codes.	Proposed amendment supported.

oooO END OF REPORT Oooo

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**Item: 178**                    **CP - Update on Kurmond Kurrajong Investigation Area Structure Plan - (124414, 95498)**

**Previous Item:**        40 Ordinary (March 2015)  
                              114 Ordinary (July 2015)  
                              134 Ordinary (August 2015)  
                              199 Ordinary (November 2015)  
                              188 Ordinary (August 2016)

**Directorate:**            City Planning

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The report on this matter is being finalised and will be distributed to Councillors separately.

**oooO END OF REPORT Ooo**

**ORDINARY MEETING**  
**SECTION 3 – Reports for Determination**  
**Meeting Date: 31 July 2018**

**SUPPORT SERVICES**

**Item: 179**                      **SS - Monthly Investments Report - June 2018 - (95496, 96332)**

**Previous Item:**            97, Ordinary (30 May 2017)

**Directorate:**              Support Services

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**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 \$57.05 million in investments at 30 June 2018 and outlines that all investments were made in accordance with the Act, the Regulation and Council's Investment Policy.

**RECOMMENDATION SUMMARY:**

It is recommended that the Monthly Investments Report for June 2018 be received and noted.

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**REPORT:**

**Context and Background**

The following table indicates that Council held \$57.05 million in investments as at 30 June 2018. Details of the financial institutions with which the investments were made, the maturity date (where applicable), the rate of return achieved, the credit rating of the institutions, both in the short term and the long term, and the percentage of the total portfolio, are provided below:

Investment Type	Institution Short Term Rating	Institution Long Term Rating	Lodgement Date	Maturity Date	Interest Rate %	Principal \$	Percentage of Portfolio	Total \$
<b>On Call</b>								
CBA	A1+	AA-			1.25%	1,500,000	2.63%	
Tcorp*					2.27%	2,054,924	3.78%	
<b>Total On-call Investments</b>								<b>3,554,924</b>
<b>Term Investments</b>								
Bankwest	A1+	AA-	22-Nov-17	19-Sep-18	2.55%	1,000,000	1.75%	
Bankwest	A1+	AA-	13-Apr-18	24-Oct-18	2.70%	1,000,000	1.75%	
Bankwest	A1+	AA-	18-Apr-18	24-Oct-18	2.70%	500,000	0.88%	
Bankwest	A1+	AA-	27-Apr-18	08-Nov-18	2.70%	1,000,000	1.75%	
Bankwest	A1+	AA-	22-Nov-17	21-Nov-18	2.55%	1,500,000	2.63%	
Bankwest	A1+	AA-	27-Jun-18	16-Jan-19	2.80%	1,000,000	1.75%	
Bankwest	A1+	AA-	22-Feb-18	22-Feb-19	2.60%	500,000	0.88%	
Bankwest	A1+	AA-	22-Jun-18	27-Mar-19	2.80%	1,000,000	1.75%	
Bankwest	A1+	AA-	22-Jun-18	24-Apr-19	2.80%	1,000,000	1.75%	
Bankwest	A1+	AA-	09-May-18	08-May-19	2.70%	500,000	0.88%	

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Investment Type	Institution Short Term Rating	Institution Long Term Rating	Lodgement Date	Maturity Date	Interest Rate %	Principal \$	Percentage of Portfolio	Total \$
Bankwest	A1+	AA-	09-May-18	08-May-19	2.70%	1,500,000	2.63%	
CBA	A1+	AA-	03-Aug-17	18-Jul-18	2.54%	2,000,000	3.51%	
CBA	A1+	AA-	13-Dec-17	13-Dec-18	2.57%	3,000,000	5.26%	
CBA	A1+	AA-	21-Dec-17	21-Dec-18	2.61%	1,000,000	1.75%	
CBA	A1+	AA-	12-Jan-18	16-Jan-19	2.63%	1,500,000	2.63%	
CBA	A1+	AA-	31-Jan-18	31-Jan-19	2.65%	2,500,000	4.38%	
CBA	A1+	AA-	14-Mar-18	14-Mar-19	2.66%	1,000,000	1.75%	
CBA	A1+	AA-	04-Apr-18	04-Apr-19	2.74%	1,000,000	1.75%	
CBA	A1+	AA-	14-Jun-18	17-Apr-19	2.74%	1,000,000	1.75%	
CBA	A1+	AA-	24-Aug-17	23-Aug-19	2.72%	3,000,000	5.26%	
CBA	A1+	AA-	02-Mar-18	04-Mar-20	2.79%	1,000,000	1.75%	
CBA	A1+	AA-	04-Apr-18	03-Apr-20	2.85%	1,000,000	1.75%	
NAB	A1+	AA-	16-Aug-17	16-Aug-18	2.52%	1,500,000	2.63%	
NAB	A1+	AA-	02-Mar-18	19-Sep-18	2.52%	500,000	0.88%	
NAB	A1+	AA-	16-May-18	15-May-19	2.65%	2,000,000	3.51%	
NAB	A1+	AA-	06-Jun-18	19-Jun-19	2.75%	1,500,000	2.63%	
NAB	A1+	AA-	22-Jun-18	26-Jun-19	2.80%	1,000,000	1.75%	
NAB	A1+	AA-	27-Jun-18	26-Jun-19	2.80%	1,000,000	1.75%	
Westpac	A1+	AA-	05-Jul-17	05-Jul-18	2.65%	2,500,000	4.38%	
Westpac	A1+	AA-	03-Aug-17	03-Aug-18	2.60%	800,000	1.40%	
Westpac	A1+	AA-	03-Aug-17	03-Aug-18	2.60%	1,000,000	1.75%	
Westpac	A1+	AA-	03-Aug-17	03-Aug-18	2.60%	1,000,000	1.75%	
Westpac	A1+	AA-	16-Aug-17	16-Aug-18	2.65%	500,000	0.88%	
Westpac	A1+	AA-	24-Aug-17	24-Aug-18	2.70%	400,000	0.70%	
Westpac	A1+	AA-	24-Aug-17	24-Aug-18	2.70%	800,000	1.40%	
Westpac	A1+	AA-	09-Oct-17	09-Oct-18	2.70%	2,000,000	3.51%	
Westpac	A1+	AA-	08-Nov-17	08-Nov-18	2.60%	500,000	0.88%	
Westpac	A1+	AA-	07-Feb-18	07-Feb-19	2.59%	2,000,000	3.51%	
Westpac	A1+	AA-	22-Feb-18	22-Feb-19	2.62%	500,000	0.88%	
Westpac	A1+	AA-	02-Mar-18	06-Mar-19	2.60%	1,000,000	1.75%	
Westpac	A1+	AA-	04-Apr-18	04-Apr-19	2.75%	1,500,000	2.63%	
Westpac	A1+	AA-	31-May-18	05-Jun-19	2.75%	1,000,000	1.75%	
Westpac	A1+	AA-	31-May-18	05-Jun-19	2.75%	1,000,000	1.75%	
Westpac	A1+	AA-	14-Mar-18	13-Mar-20	2.81%	500,000	0.88%	
Westpac	A1+	AA-	18-Apr-18	17-Apr-20	2.93%	500,000	0.88%	
<b>Total Term Investments</b>								<b>53,500,000</b>
<b>TOTAL INVESTMENT AS AT 30 June 2018</b>								<b>57,054,924</b>

\*Tcorp is wholly owned by the NSW State Government

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***Performance by Type***

Category	Balance \$	Average Interest	Bench Mark	Bench Mark %	Difference to Benchmark
Cash at Call	3,554,924	1.84%	Reserve Bank Cash Reference Rate	1.50%	0.34%
Term Deposit	53,500,000	2.67%	UBS 90 Day Bank Bill Rate	2.11%	0.56%
<b>Total</b>	<b>57,054,924</b>	<b>2.62%</b>			

***Restricted/Unrestricted Funds***

Restriction Type	Amount \$
External Restrictions -S94	12,293,941
External Restrictions - Other	7,669,199
Internal Restrictions	17,360,327
Unrestricted	19,731,457
<b>Total</b>	<b>57,054,924</b>

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

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

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

**Detailed History, including previous Council decisions**

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

**Policy considerations**

According to Clause 212 of the Local Government (General) Regulation 2005, the Responsible Accounting Officer must provide the Council with a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The report must include a certificate as to whether or not investments have been made in accordance with the Act, the Regulation and the Council's Investment Policy.

***Investment Certification***

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

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**Consultation**

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

**Conformance to the Hawkesbury Community Strategic Plan 2017-2036**

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

Our Leadership

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

**Discussion**

During the reporting period, the investment portfolio increased by \$2.8 million reflecting funds received, payments made, and redemption of invested funds and lodging of new term deposits, which is driven by cash flow requirements.

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

As at 30 June 2018, Council's investment portfolio is all invested with major Australian trading banks or wholly owned subsidiaries of major Australian trading banks and in line with Council's Investment Policy.

The investment portfolio is regularly reviewed in order to maximise investment performance and minimise risk. Independent advice is sought on new investment opportunities, and Council's investment portfolio is independently reviewed by Council's investment advisor each calendar quarter.

**Financial Implications**

The matters raised in this report have direct financial implications. The income applicable was provided for in the 2017/2018 Adopted Operational Plan.

**Fit For The Future Strategy Considerations**

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

**Conclusion**

Council has investments totalling \$57.05 million as at 30 June 2018, invested in accordance with Council's Investment Policy.

**RECOMMENDATION:**

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

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**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF REPORT Oooo**



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**Item: 180**                      **SS - Proposed Lease Agreement with Girl Guides Australia NSW & ACT for use of portion of Hollands Paddock, 50 The Terrace, Windsor - (954496, 96328)**

**Previous Item:**            89, Ordinary (29 April 2008)  
                                 118, Ordinary (30 June 2009)  
                                 264, Ordinary (29 November 2016)

**Directorate:**              Support Services

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**PURPOSE OF THE REPORT:**

The purpose of this report is to seek Council's approval to give public notice of Council's intention to enter into a lease agreement with Girl Guides Australia NSW & ACT (Girl Guides Association) for the exclusive use of a portion of Hollands Paddock, 50 The Terrace, Windsor in accordance with Section 47 of the Local Government Act 1993.

**EXECUTIVE SUMMARY:**

An arrangement has existed since at least 1956, relating to the use of a building within Hollands Paddock by the Windsor Girl Guides. Council has adopted a Plan of Management (POM) covering Hollands Paddock which recommended that a formal lease be made between Council and the Girl Guides Association for the use and maintenance of the Girl Guides Hall.

Council initially approved terms for a five year lease with the Girl Guides Association, which was not executed, as the Girl Guides Association requested a longer lease period be considered. Council subsequently agreed to a lease period of 21 years for that portion of Hollands Paddock on which the Girl Guides Hall and adjoining car park are located.

Council approved preferred terms for the proposed 21 year lease and authorised staff to progress negotiations with the Girl Guides Association on the proposed 21 year lease. The Girl Guides Association has formally advised Council of their acceptance of the proposed terms.

Hollands Paddock is classified as community land under the Local Government Act 1993. Under Section 47 of the Act, Council is required to give public notice of its intention to enter into a lease or licence with respect to community land. This report recommends that Council proceed with a public notification process to advise the community of its intention to enter into a lease agreement with Girl Guides Association with respect to a portion of Hollands Paddock.

The recommendation will give effect to specific recommendations within the adopted Plan of Management covering Hollands Paddock relating to the use and maintenance of the Girl Guides Hall and Council's previous resolutions relating to this matter.

**RECOMMENDATION SUMMARY:**

That Council give public notice of its intention to enter into a licence agreement with Girl Guides Australia NSW & ACT with respect to a portion of Hollands Paddock.

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**REPORT:**

**Context and Background**

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An arrangement has existed since at least 1956, in relation to the use of a building within Holland's Paddock by the Windsor Girl Guides. Holland's Paddock is classified as Community Land. The original girl guides hall was demolished and replaced as part of the development of the Windsor Riverview Shopping Centre. The Plan of Management for Holland's Paddock recommended that a formal lease be made between Council and the Girl Guides Association for the hall following the completion of the new building.

The finalisation of leasing arrangements has been delayed for a range of reasons including a request from the Girl Guides Association for a longer lease term than initially proposed by Council; protracted negotiations with the property department of Girl Guides Australia NSW & ACT, and the outcome of the preparation of the Windsor Foreshore Plan of Management (which replaced the Holland Paddock POM). The revised Windsor Foreshore POM was subsequently adopted by Council in December 2013 and retained the requirement for a formal lease arrangement.

**Proposed Lease Terms**

In November 2016, Council considered a report outlining preferred terms for the proposed 21 year lease (as outlined below).

Lessor:	Hawkesbury City Council (Council)
Lessee:	Girl Guides Australia NSW & ACT
Licensed Area:	Exclusive use of that portion of Hollands Paddock covering the building envelope of the Girl Guides Hall, and immediate surrounds, including the public car park.
Permitted Use:	Activities related to and incidental to girl guides and the achievement of the objectives of the Girl Guides Australia NSW & ACT, including fundraising in support of the Girl Guides Association, community based activities and ancillary uses including the sub-leasing of the hall for the purpose of community meetings.
Term of Lease:	21 years
Commencement Date:	Upon registration of subdivision plan
Option:	Nil. In final year of agreement, Council to enter non-binding discussion with Girl Guides Australia NSW & ACT regarding future arrangements for use of the site.
Rental:	\$1 per annum
Insurance:	\$20 million Public Liability Insurance. Building and Contents Insurance and Workers Compensation Insurance. All insurance policies should note Council's interest in the property as the Lessor.
Outgoings:	100% payable by Girl Guides Australia NSW & ACT
Maintenance:	<p>The Lessee will to the satisfaction of the lessor maintain the premises in good repair and properly maintained in all respects. Such repairs to include structural and capital repairs as required or as identified by the Lessor.</p> <p>The Lessee will implement a periodic building testing and maintenance program as devised by the Lessor and provide evidence to the satisfaction of the Lessor of the completion of the program.</p> <p>The Lessee will be responsible for the general maintenance and upkeep of landscaped areas and grass borders in a tidy and safe manner. The</p>

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Lessee will also ensure that the car park adjacent to the premises is kept safe and tidy including but not limited to the collection and placement of litter into receptacle bins and the collection and removal of debris.

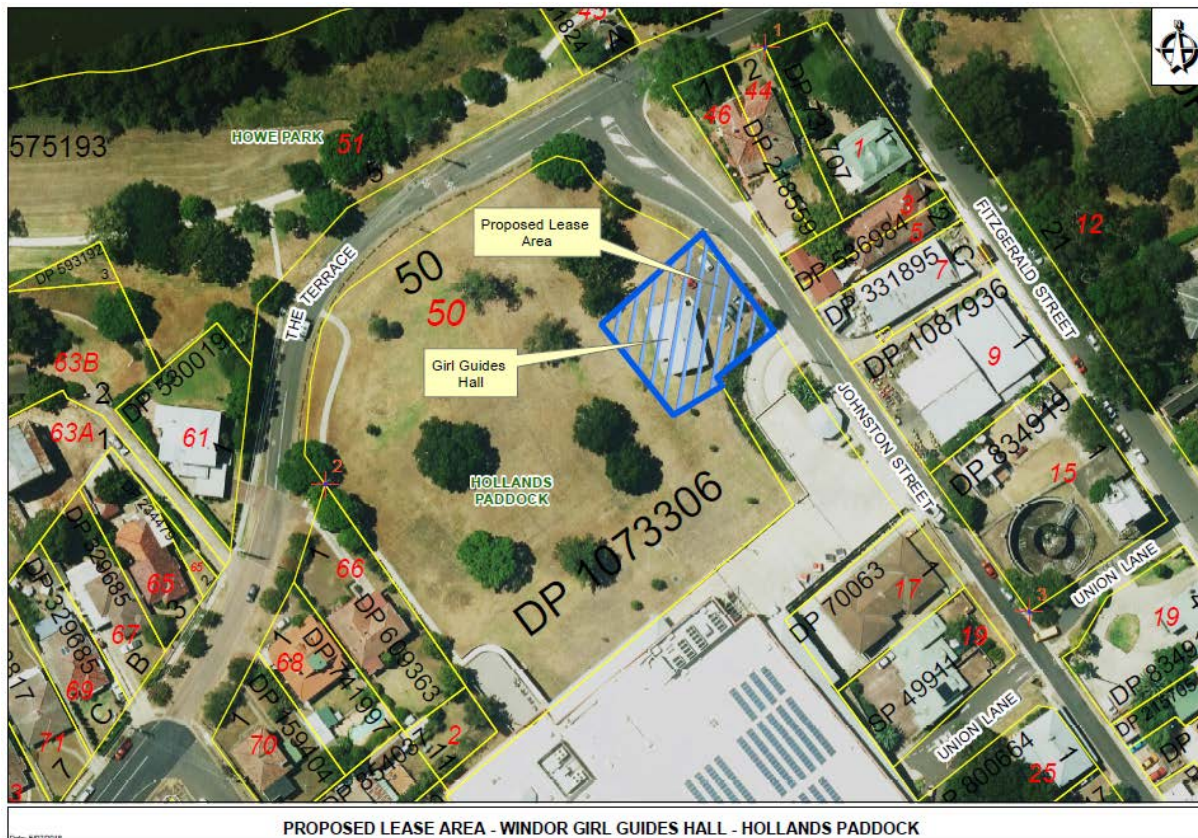
**Refurbishment:** The Lessee must, at its own cost, refurbish the Building in the 10<sup>th</sup> and 20<sup>th</sup> year of the Term to a standard and manner approved prior by the Lessor.

**Other Conditions** The Lessee will maintain public access to the car park adjacent to the building.

Council approved the terms for the proposed lease and authorised staff to progress lease negotiations with the Girl Guides Association. The Girl Guides Association has formally advised Council of their acceptance of the proposed terms.

**Proposed Leased Area**

The area proposed for lease to the Girl Guides Association covers a portion of Hollands Paddock as generally defined below.



**Public Notification**

Under the provision of Section 47 of the Local Government Act 1993, where a council is proposing to grant a lease, licence or estate in respect of community land for a period of greater than five years, it is required to give public notice of the proposal and may be required to seek Ministerial consent for the proposal.

To meet the requirements of the Act, the following public notification process is proposed:

- a) Council's intention to enter into a Lease Agreement with the Girl Guides Australia NSW & ACT for the exclusive use of a portion of Hollands Paddock to be advertised in the Council Notices section of the Hawkesbury Courier;

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- b) Signs to be placed on Hollands Paddock advising residents of Council's intention to enter into a Lease Agreement with Girl Guides Australia NSW & ACT for the exclusive use of a portion of Hollands Paddock;
- c) Notices distributed to properties adjoining Hollands Paddock

The Act requires the following information be provided as part of the public notification:

- a) A map of the portion of Hollands Paddock subject to the proposed lease;
- b) The purpose for which the land will be used under the proposed lease;
- c) The term of the proposed lease;
- d) The name of the proposed lessee;
- e) A statement that submissions may be made in writing to Council concerning the proposal.

The public notice process provides for Council to receive and consider submissions regarding the proposal to enter into a lease. The outcomes of the public notice process will therefore be reported back to Council for its determination.

**Detailed History, including previous Council decisions**

The Girl Guides Association has occupied a facility on Hollands Paddock since at least 1956.

In 2005, Council adopted a Plan of Management for Hollands Paddock which included provision for a formal lease arrangement between Council and the Girl Guides Association for the Girl Guides Hall. Finalisation of leasing arrangements were deferred pending the reconstruction of the Girl Guides Hall.

In 2008, Council approved terms for a five year lease for the use of the Girl Guides Hall by the Girl Guides Association. The lease was not executed as the Association requested a longer lease term.

In 2009, Council agreed to consider a lease term of 21 years. Finalisation of the revised leasing arrangements was deferred pending the review of the Hollands Paddock Plan of Management.

In 2013, Council adopted the Windsor Foreshore Plan of Management, which replaced the Hollands Paddock Plan of Management. The requirement for a formal lease arrangement was retained with specific conditions proposed for maintenance, upkeep and sub-leasing.

In November 2016, Council approved preferred terms for a proposed 21 year lease.

In September 2017, the Girl Guides Association confirmed their acceptance of the proposed terms.

**Policy considerations**

The proposal outlined in this report is consistent with the Windsor Foreshore Plan of Management and the proposed public notification process complies with the requirements of the Local Government Act 1993.

**Consultation**

The issues raised in this report concern matters which constitute a trigger for Community Engagement under Council's Community Engagement Policy as the matter deals with a proposal to which a statutory public notice process is required. The report proposes that Council undertake the public notification requirements as prescribed in Section 47 of the Local Government Act 1993.

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In preparing this report, Council staff have consulted with Girl Guides Australia NSW & ACT. The execution of a formal lease with the Girl Guides Association was included as a recommendation in the 2005 Hollands Paddock Plan of Management and the 2013 Windsor Foreshore Plan of Management, both of which were the subject of a community consultation process and publicly exhibited.

**Conformance to the Hawkesbury Community Strategic Plan 2017-2036**

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

Our Community

- 2.2 Participation in recreational and lifestyle activities is increased
  - 2.2.1 Healthy, active ageing programs are promoted in partnership with government agencies and community organisations.
  - 2.2.2 Encourage active participation in a range of sporting and recreational pursuits.
- 2.3 Community partnerships continue to evolve
  - 2.3.1 Encourage and facilitate community partnerships.
  - 2.3.2 Support and expand active volunteering.
  - 2.3.4 Develop opportunities for active involvement of residents in the management of parks and public spaces in the Hawkesbury.
- 2.4 Community wellbeing and local services
  - 2.4.1 Work in partnership with government and community organisations to improve services and facilities for disadvantaged and vulnerable groups, and to build stronger and more cohesive communities.
  - 2.4.2 Provide flexible services that can adapt to changing community needs and service demands.
- 2.5. Cultural Development and Heritage
  - 2.5.1 Encourage and support all residents to participate in all aspects of community, cultural and civic life.
  - 2.5.2 Provide community and cultural services through a range of affordable and accessible facilities.

**Discussion**

In determining its response to the recommendations outlined in this report, Council should be guided by the provisions of the Plan of Management covering Hollands Paddock, as well the long-standing relationship between Council and the Girl Guides Association.

The Community Strategic Plan requires Council to promote the participation of residents in the management of Council assets and the provision of affordable and accessible facilities. The report advocates the execution of formal arrangement which will support this outcome. It will also give effect to specific recommendations adopted by Council for the Girl Guides Hall.

**Financial Implications**

The matters raised in this report have indirect financial implications. Should Council resolve to proceed with the proposed public notification process, the allocation of staff hours and resources will be required and negotiated in conjunction with normal workload demands. Funds have been provided in the 2018/2019 Adopted Operational Plan to meet these commitments.

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**Fit For The Future Strategy Considerations**

The proposal is aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks. The proposal has no resourcing implications, outside of Council's Adopted 2018/2019 Operational Plan, which will adversely impact on Council's financial sustainability.

**Conclusion**

The report recommends that Council progress the implementation of a specific recommendation within a Plan of Management which has been adopted by Council concerning the use and lease of the Girl Guides Hall. Commencing the required public notification process will give practical effect to this recommendation.

The proposed lease arrangement is consistent with a number of strategies within the Hawkesbury Community Strategic Plan. It will also directly support the infrastructure management objectives of Council's Fit for the Future framework by establishing a formal partnership for the management and maintenance of a council asset.

**RECOMMENDATION:**

That Council give public notice of its intention, under Section 47 of the Local Government Act 1993, to enter into a lease agreement with Girl Guides Australia NSW & ACT with respect to a portion of Hollands Paddock, 50 The Terrace, Windsor in accordance with the lease conditions outlined within this report.

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF REPORT Oooo**

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**Item: 181**                      **SS - Pecuniary Interest Returns - Designated Persons - (95496, 96333)**

**Directorate:**                Support Services

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**PURPOSE OF THE REPORT:**

The purpose of this report is to table two Disclosure of Pecuniary Interests and Other Matters Returns, which have been recently lodged by two Designated Persons, as required by Section 449(1) of the Local Government Act 1993.

**EXECUTIVE SUMMARY:**

Councillors and other members of Council staff identified as Designated Persons under the Local Government Act 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.

Two Returns have recently been lodged with the General Manager, and are now tabled at the first Council meeting held after the required lodgement dates.

**RECOMMENDATION SUMMARY:**

That the information be received and noted.

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**REPORT:**

**Context and 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 Section 441 of the Local Government Act.

Designated Persons are required by Section 449 of the Local Government Act to complete a Return form identifying any pecuniary and other types of interests that they hold as at their date of commencement with Council.

These Return forms must be lodged with the General Manager within three months of the Designated Person's date of commencement with Council, and must be tabled at the first Council meeting held after the required lodgement date.

**Policy considerations**

Section 450A of the Local Government Act, 1993 relates to the register of Pecuniary Interest Returns and the tabling of these Returns, which have been lodged by Councillors and Designated Persons. Section 450A of the Act is as follows:

- "1.    *The General Manager must keep a register of returns required to be lodged with the General Manager under section 449.*
2.    *Returns required to be lodged with the General Manager under section 449 must be tabled at a meeting of the council, being:*

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- (a) *In the case of a return lodged in accordance with section 449 (1)—the first meeting held after the last day for lodgement under that subsection, or*
- (b) *In the case of a return lodged in accordance with section 449 (3)—the first meeting held after the last day for lodgement under that subsection, or*
- (c) *In the case of a return otherwise lodged with the general manager—the first meeting after lodgement."*

With regard to Section 450A(1), a register of all Returns lodged by Councillors and Designated Persons, in accordance with Section 449 of the Act, is currently kept by Council as required by this part of the Act.

With regard to Section 450A(2), all Returns lodged by Councillors and Designated Persons, under Section 449 of the Act, must be tabled at a Council Meeting as outlined in subsections (a), (b) and (c).

### **Consultation**

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

### **Conformance to the Hawkesbury Community Strategic Plan 2017-2036**

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

### **Discussion**

With regard to Section 450(2)(a), the following Section 449(1) Returns have been lodged:

Position	Return Date	Date Lodged
Strategic Land Use Planning Coordinator	16 April 2018	4 July 2018
Engineering Technical Officer	30 April 2018	5 July 2018

The above Designated Persons have lodged their Section 449(1) Returns prior to the due dates (being three months after the Return Dates), as required by the Act for the receipt of the Returns.

The above details are now tabled in accordance with Section 450A(2)(a) of the Act, and the abovementioned Returns are available for inspection if requested.

### **Fit For The Future Strategy Considerations**

The proposal is aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks. The proposal has no resourcing implications, outside of Council's adopted 2018/2019 Operational Plan, which will adversely impact on Council's financial sustainability.

### **Financial Implications**

There are no financial implications applicable to this report.



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**Conclusion**

The Designated Persons have lodged their Section 449(1) Returns with the General Manager prior to the required due dates.

The Returns have now been tabled at a Council meeting as required by the Local Government Act, and are available for inspection if required.

**RECOMMENDATION:**

That the Section 449(1) Pecuniary Interest Returns be received and noted.

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF REPORT Oooo**

**ORDINARY MEETING**  
**SECTION 3 – Reports for Determination**  
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ordinary

section 4

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of committees

**ORDINARY MEETING**

**SECTION 4 – Reports of Committees**

**Meeting Date:** 31 July 2018

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

**Item: 182**                      **ROC - Environmental Sustainability Advisory Committee - 14 May 2018 - (124414, 126363)**

**Directorate:**              City Planning

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**PURPOSE OF THE REPORT:**

The purpose of this report is to present the Minutes of the Environmental Sustainability Advisory Committee, held on 14 May 2018.

**RECOMMENDATION SUMMARY:**

Business arising from consideration of Items 1, 3 and 4 contained within the attached minutes of the Environmental Sustainability Advisory Committee has policy or financial implications to Council, and as such require specific consideration by Council.

In relation to Item 2 and matters raised in General Business, as they have no policy or financial implications for Council, are presented for information only.

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**REPORT:**

**Discussion**

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

**Item: 1    ESAC - Sustainable Energy - Provision of Solar on Nominated Council Buildings and Facilities - (124414, 126363)**

**Background**

The Committee had previously received and were provided a copy of a presentation prepared for Council by Ironbark Sustainability in relation to Solar Options - Council Energy. Representatives from Ironbark Sustainability had previously delivered the presentation to the Committee at its Meeting on 6 March 2017.

Based on subsequent discussion at following Committee Meetings, the preparation of a Sustainable Energy Strategy was considered by the Committee to be of value, and Officers were asked to prepare a Draft Table of Contents based on discussion, and subsequent resolutions of Council.

At following Meetings, the Committee considered that the Draft Table of Contents for the Sustainable Energy Strategy should have additional points including energy savings, efficiency, production and procurement. The Committee agreed to provide Officers with a suggested list for the Table of Contents and objectives proposed for the Plan. However, subsequent to that Meeting the Committee changed the focus to the 'low hanging fruit' identified in the Ironbark Sustainability presentation which required further discussion with the Committee.

**Committee Consideration**

**ORDINARY MEETING**  
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Discussion arose regarding funding issues in relation to the feasibility of pursuing a Sustainable Energy Strategy in the short term and concern was raised that there did not appear to be much of a 'cross over' with Council's finance section.

A briefing was sought in relation to the financial criteria required for the investment 'tick' on solar projects. It was suggested other councils be contacted to ascertain how they make investment decisions.

A Strategy (for the long term) and a Policy document should be put in place and flagged for the reference of future councils (ie, future elected councils).

The Manager Building and Associated Services provided an overview of current and future solar projects in relation to Council's buildings and facilities.

Current projects are being funded internally and are on exhibition as part of Council's Operational Plan.

Following consideration of the matter, the Committee resolved as follows:

*"That the:*

- 1. Information be received and noted.*
- 2. Environmental Sustainability Advisory Committee supports investment by Council in additional solar facilities which improve environmental sustainability.*
- 3. Environmental Sustainability Advisory Committee strongly encourages Council to develop investment criteria to guide possible future investment in other solar or energy efficiency projects which improves environmental sustainability."*

**Item: 3 ESAC - Dewatering of Dam Guidelines/Policy - (124414, 126363)**

**Background**

During General Business at the Environmental Sustainability Advisory Committee Meeting on 5 February 2018 reference was made to dewatering of dams (particularly for new developments) and statements made that Council should have a dam dewatering policy or some form of management plan which facilitates the removal and relocation of the flora and fauna in these dams.

A suggestion was also made that weed management should be included as well.

The Committee indicated that they would undertake some research to see what other Councils (Blacktown and Liverpool) do in relation to dam dewatering and will bring back to the Committee.

**Committee Consideration**

Research was undertaken and presented to the Committee with respect to Dewatering of Dams Guidelines/policy documents from other local authorities. This highlighted that only two Councils had such Guidelines available on their web sites including the Hills Shire Council, and the City of Gold Coast, with copies of those respective Guidelines provided to Committee Members. In both instances it was noted that these are Guidelines, and not formal policy documents that form part of statutory planning documents.

The Committee considered the report and examples of Guidelines from other local authorities on Dewatering of Dams. Following consideration of the matter, the Committee resolved that the:

*Environmental Sustainability Advisory Committee recommends that Council consider the preparation of Guidelines for the Dewatering of Dams within the Hawkesbury Local Government Area as a trial with a view to making the Guidelines into a formal Policy following discussion with other local authorities."*

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 31 July 2018**

**Item: 4 ESAC - Opportunity to Collaboratively Develop a Whole of Hawkesbury River System Coastal Management Program Scoping Study - (124414, 126363)**

**Background**

The Committee received a report that highlighted that Council had recently received correspondence from the Director of the Greater Sydney Regional Operations of the Office of Environment & Heritage, informing Council of the opportunity for Hawkesbury City Council to collaboratively develop a whole of Hawkesbury River System Coastal Management program scoping study with other Councils and the Office of Environment & Heritage.

Collaboration on the Hawkesbury River Coastal Management Program would be co-ordinated by a steering committee consisting of Council Officers, government and stakeholder representatives. Hornsby Council have offered to assist in the facilitation of the Scoping Study work with the assistance of the Office of Environment & Heritage and direct involvement from other Council's including Hawkesbury City Council.

To commence work on the Scoping Study the Office of Environment & Heritage are formalising a steering committee which will include a Hawkesbury City Council representative.

It is likely that substantial cost benefits would be realised for each Council with significant savings from this holistic approach, in addition to improved outcomes.

Based on the information contained within this report it was recommended that the Environmental Sustainability Advisory Committee endorse Hawkesbury City Council's membership on a steering committee to develop a Scoping Study for a whole of the Hawkesbury River System Coastal Management Program.

**Committee Consideration**

The Committee considered the report on an opportunity to develop a whole of Hawkesbury River System Coastal Management Plan with other local authorities and relevant state agencies. The first part of this process would be the preparation of a scoping study, and the benefits of such an approach were discussed.

Following consideration of the matter, the Committee resolved as follows:

*"That the Environmental Sustainability Advisory Committee endorse Hawkesbury City Council's membership on a steering committee to develop a Scoping Study for a whole of the Hawkesbury River System Coastal Management Program."*

**RECOMMENDATION:**

That in relation to the Minutes of the Environmental Sustainability Advisory Committee Meeting held on 14 May 2018:

1. Council receive and note the Committee Minutes in respect of Item 2 and all other matters raised in General Business that are not specifically referred to below.
2. Council endorse the Committee recommendation in respect of Item 1 Sustainable Energy - Provision of Solar on Nominated Council Buildings and Facilities, in particular, that the:
  - i. *Environmental Sustainability Advisory Committee supports investment by Council in additional solar facilities which improve environmental sustainability.*

**ORDINARY MEETING**  
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- ii. *Environmental Sustainability Advisory Committee strongly encourages Council to develop investment criteria to guide possible future investment in other solar or energy efficiency projects which improves environmental sustainability.'*
- 3. Council endorse the Committee recommendation in respect of Item 3 Dewatering of Dam Guidelines/Policy, in particular, that the:
  - i. *Environmental Sustainability Advisory Committee recommends that Council consider the preparation of Guidelines for the Dewatering of Dams within the Hawkesbury Local Government Area as a trial with a view to making the Guidelines into a formal Policy following discussion with other local authorities.'*
- 4. Council endorse the Committee recommendation in respect of Item 4 - Opportunity to Collaboratively Develop a Whole of Hawkesbury River System Coastal Management Program Scoping Study, namely:

*"That the Environmental Sustainability Advisory Committee endorse Hawkesbury City Council's membership on a steering committee to develop a Scoping Study for a whole of the Hawkesbury River System Coastal Management Program."*

**ATTACHMENTS:**

- AT - 1** Minutes of the Environmental Sustainability Advisory Committee held on 14 May 2018



**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 31 July 2018**

**AT - 1 Minutes of the Environmental Sustainability Advisory Committee**

**held on 14 May 2018**

The meeting commenced at 5:04pm.

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<b>Present:</b>	Ms Olivia Leal-Walker, Chairperson Councillor Amanda Kotlash, Deputy Chairperson Councillor Danielle Wheeler, Hawkesbury City Council Mr David Gregory, Community Representative Ms Jennifer Moses, Community Representative Dr Jane De Gabriel, Office of Environment and Heritage Mr Eric Brocken, Community Representative
<b>Apologies:</b>	Nil
<b>In Attendance:</b>	Mr Andrew Kearns, Hawkesbury City Council Mr Lachlan McClure, Hawkesbury City Council Ms Robyn Kozjak - Minute Secretary, Hawkesbury City Council

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**REPORT:**

**BUSINESS ARISING FROM PREVIOUS MINUTES**

It was noted a copy of the presentation by Ironbark Sustainability in relation to Solar Options was distributed to the Committee at the previous meeting. Mr Gregory was absent from that meeting and will be provided with a copy of that presentation.

It was suggested that Council investigate running workshops on energy efficiency in the first instance and then solar.

It was advised Penrith Council recently ran workshops in relation to energy saving, solar and battery storage. Further information would be provided to the Committee.

*Ms Moses subsequently forwarded an email to Committee members which outlined details of the workshops, the consultants utilised and costs to Council.*

*5:15pm - Councillor Kotlash arrived at the meeting.*

**CONFIRMATION OF MINUTES**

**RESOLVED** on the motion of Ms Leal-Walker and seconded by Councillor Wheeler that the Minutes of the Environmental Sustainability Advisory Committee held on the 5 February 2018, be confirmed.

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 31 July 2018**

**Attendance Register of Environmental Sustainability Advisory Committee**

Member	27/11/17	05/02/18	14/05/18	
Councillor Amanda Kotlash	✓	✓	✓	
Councillor Danielle Wheeler	✓	✓	✓	
Ms Olivia Leal-Walker	A	✓	✓	
Mr David Gregory	✓	A	✓	
Mr Justin Hechinger - (Resigned 31/01/18)	A	-	-	-
Mr Eric Brocken - (Member as at 14/05/18)	-	-	✓	
Ms Jennifer Moses	✓	✓	✓	
Dr Jane DeGabriel	A	✓	✓	

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

**SECTION 3 - Reports for Determination**

**Item: 1**                      **ESAC - Sustainable Energy - Provision of Solar on Nominated Council Buildings and Facilities - (124414, 126363)**

**Previous Item:**      048, Ordinary (27 February 2018)  
                              231, Ordinary (12 December 2017)  
                              219, Ordinary (28 November 2017)  
                              NM1, Ordinary (29 August 2017)  
                              NM2, Ordinary (30 May 2017)  
                              NM 3, Ordinary (13 December 2016)

**Directorate:**              City Planning

**DISCUSSION:**

- Discussion arose regarding funding issues in relation to the feasibility of pursuing a Sustainable Energy Strategy in the short term and concern was raised that there did not appear to be much of a 'cross over' with Council's finance section.

A briefing was sought in relation to the financial criteria required for the investment 'tick' on solar projects. It was suggested other councils be contacted to ascertain how they make investment decisions.

A Strategy (for the long term) and a Policy document should be put in place and flagged for the reference of future councils (ie, future elected councils).

*5:21pm: Dr DeGabriel arrived at the meeting.*

*5:26pm: Mr McClure provided an overview of current and future solar projects in relation to Council's buildings and facilities.*

- The Hawkesbury Regional Museum is a perfect site for solar installation. Power is used all day, seven days per week (temperature and humidity needs to be stable for the exhibits, therefore air conditioning runs constantly). The Hawkesbury Oasis Leisure Centre was also identified as a good site for solar (pumps are running seven days per week).

**ORDINARY MEETING**  
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- A question was raised asking if a shelter could be installed in the car park at the Hawkesbury Oasis Leisure Centre and solar panels erected on the roof of the shelter. It appears to be an ideal location as it is extremely hot in summer and no shade is provided.

It was advised the cost for such a project would be (approximately) in excess of \$160,000.

- A 30kva system exists on Council's Administration Centre and it is proposed to utilise the Function Centre to supplement the existing system.
- Current projects are being funded internally and are on exhibition as part of Council's Operational Plan.

**RECOMMENDATION TO COMMITTEE:**

That the:

1. Information be received and noted.
2. Environmental Sustainability Advisory Committee provide advice to Council on implementation of an approach relating to the provision of solar on nominated Council buildings and facilities.

**MOTION:**

RESOLVED on the motion of Mr Gregory, seconded by Ms Leal-Walker.

***Refer to COMMITTEE RECOMMENDATION***

**COMMITTEE RECOMMENDATION:**

That the:

1. Information be received and noted.
2. Environmental Sustainability Advisory Committee supports investment by Council in additional solar facilities which improve environmental sustainability.
3. Environmental Sustainability Advisory Committee strongly encourages Council to develop investment criteria to guide possible future investment in other solar or energy efficiency projects which improves environmental sustainability.

**Item: 2**                      **ESAC - Office of Environment & Heritage - Sustainability Advantage Program - (124414, 126363)**

**Directorate:**              City Planning

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**DISCUSSION:**

- The Committee agreed that there was merit in becoming a member of the Sustainability Advantage Program. The annual membership of \$4,000 would be a cost effective way of gaining access to a consultant who would tailor a program to the specific needs of Council.

**RECOMMENDATION TO COMMITTEE**

That the:

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 31 July 2018**

1. Information contained in this report be received and noted.
2. Environmental Sustainability Advisory Committee considers making recommendations to Council regarding the possible membership of Council to the Office of Environment & Heritage Sustainability Advantage Program.

**MOTION:**

RESOLVED on the motion of Ms Leal-Walker, seconded by Councillor Kotlash.

***Refer to COMMITTEE RECOMMENDATION***

**COMMITTEE RECOMMENDATION:**

That the:

1. Information contained in this report be received and noted.
2. Environmental Sustainability Advisory Committee considers making recommendations to Council regarding the possible membership of Council to the Office of Environment & Heritage Sustainability Advantage Program.

**Item: 3**                      **ESAC - Dewatering of Dam Guidelines/Policy - (124414, 126363)**

**Previous Item:**        GB, ESAC (5 February 2018)  
                              67, Ordinary (13 March 2018)

**Directorate:**            City Planning

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**DISCUSSION:**

- Currently there is no reference to the dewatering of dams in Council's Development Control Plan.
- Contact will be made with the Hills Shire Council in relation to its Guidelines for Dam Dewatering.

**RECOMMENDATION TO COMMITTEE:**

That the:

1. Information contained in this report be received and noted.
2. Environmental Sustainability Advisory Committee considers the matter and whether or not to make a recommendation to Council regarding the creation of Guidelines or a Management Plan for the Dewatering of Dams within the Hawkesbury Local Government Area.

**MOTION:**

RESOLVED on the motion of Mr Brocken, seconded by Dr De Gabriel.

***Refer to COMMITTEE RECOMMENDATION***

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 31 July 2018**

**COMMITTEE RECOMMENDATION:**

That the:

1. Information contained in this report be received and noted.
2. Environmental Sustainability Advisory Committee recommends that Council consider the preparation of Guidelines for the Dewatering of Dams within the Hawkesbury Local Government Area as a trial with a view to making the Guidelines into a formal Policy following discussion with other local authorities.

**Item: 4**                      **ESAC - Opportunity to Collaboratively Develop a Whole of Hawkesbury River System Coastal Management Program Scoping Study - (124414, 126363)**

**Previous Item:**        7, ESAC (4 September 2017)

**Directorate:**            City Planning

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*It was noted the reference to correspondence from Alex Graham, Director, Greater Sydney Regional Operations, Office of Environment & Heritage should read Ms Alex Graham (and not Mr Alex Graham).*

**RECOMMENDATION TO COMMITTEE:**

That the Environmental Sustainability Advisory Committee endorse Hawkesbury City Council's membership on a steering committee to develop a Scoping Study for a whole of the Hawkesbury River System Coastal Management Program.

**MOTION:**

RESOLVED on the motion of Councillor Kotlash, seconded by Mr Gregory.

***Refer to COMMITTEE RECOMMENDATION***

**COMMITTEE RECOMMENDATION:**

That the Environmental Sustainability Advisory Committee endorse Hawkesbury City Council's membership on a steering committee to develop a Scoping Study for a whole of the Hawkesbury River System Coastal Management Program.

**SECTION 5 - General Business**

Review of Data Available for Uptake of Photovoltaic (PV) Solar Systems and Options to make the information publicly available

- It was suggested that a review of data be undertaken in relation to the uptake of solar PV systems in the Hawkesbury LGA and that the data be included in the Mayoral Column on a regular basis (and periodically updated). The article could also include details in relation to what Council itself is doing in relation to PV systems, and how the uptake of solar PV compares with other states.
- It was suggested a link or web tile in relation to the use of solar PV systems in the Hawkesbury LGA be included on Council's webpage to raise awareness about what the PV uptake is. Social media should also be utilised.

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Increased Tree Canopy

- Councillor Wheeler has been provided with a list from Hawkesbury Environment Network (HEN) of local tree species suitable for growing in the Hawkesbury LGA area.

Waste Education Projects Update

- There had been more community interest in waste education projects after the *War on Waste* series on the ABC. Council's Waste Management Advisory Committee has been actively working on waste education initiatives.

Container Deposit Scheme

- Details of the 'Return and Earn Scheme' including the location of collection points and Reverse Vending Machines have been promoted via Council's website, social media and newspaper advertisements.

Koala Festival - 15 September 2018

- A Koala Festival will be held at Kurrajong on Saturday 15 September 2018.
- The State Government had recently announced the release of its NSW Koala Strategy. Under the strategy certain state forests with koala habitat will be set aside as new koala reserves. Some native forests will be transferred to national parks, and land with prime koala habitat will be permanently reserved as national parks.

Further information can be found at:

<http://www.environment.nsw.gov.au/topics/animals-and-plants/threatened-species/programs-legislation-and-framework/nsw-koala-strategy>

Proposal for Working Group - Sustainable Land Use and Food Production

- It was suggested a Working Group be formed to explore sustainability from a food / land use perspective.

The aim of the Working Group would be to make recommendations that promote and support activities which protect and enhance land, potentially increasing its usefulness as an asset and the quality of life of residents. The Hawkesbury Harvest could be used as a model to increase awareness around food security.

Points raised for discussion include:

- feasibility of Council land becoming available for farming projects
- courses offered by Local Land Services (LLS) - LLS work in partnership with farmers and farming groups to provide support, advice and best practice examples to increase productivity and profitability
- support is needed from Council from a tourism perspective

Mr Brocken will send an email to members to ascertain their availability to attend an informal 'brainstorm' session.

The Committee agreed a 'welcome pack' for new residents of the Hawkesbury, which could include bush care, sustainability etc. This would be further discussed at the (proposed) Working Group.

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Climate Conference

- The Climate Leadership Conference held on 15 and 16 March 2018 was attended by Councillors Wheeler and Kotlash and will be discussed at the next ESAC meeting on 2 August 2018.

The meeting terminated at 7:31pm.

**oooO END OF REPORT Oooo**

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 31 July 2018**

**Item: 183**                      **ROC - Heritage Advisory Committee - 24 May 2018 - (124414, 80242)**

**Directorate:**                City Planning

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**PURPOSE OF THE REPORT:**

The purpose of this report is to present the Minutes of the Heritage Advisory Committee, held on 24 May 2018.

**RECOMMENDATION SUMMARY:**

A number of matters raised in General Business contained within the attached minutes of the Heritage Advisory Committee have policy or financial implications to Council, and as such require specific consideration by Council.

In relation to Items 1 and 2 and other matters raised in General Business, as they have no policy or financial implications for Council, are presented for information only.

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**REPORT:**

**Discussion**

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

**Matters Raised in General Business**

Representations Regarding Heritage Conservation Plans for Areas of Pitt Town

Representations have been received from a Committee member stating a case for the making of a number of conservation areas across the area to ensure there is some statutory protection to preserve streetscape vistas, townscapes and corridors, not only in Pitt Town but across the LGA.

The Committee commented on the loss of a corrugated iron shed on Bathurst Street Pitt Town which has left a large plot of land which could potentially be developed. A triangular parcel of land at the intersection of Bathurst, Grenville and Eldon Streets Pitt Town was also identified as an area of concern. The Committee asked for those two sites to be flagged with Council's Heritage Advisor should any development applications be received for those sites.

Following consideration of the matter, the Committee resolved:

*"That two sites in Pitt Town, namely, the corner of Bathurst and Church Street and the triangular parcel at the intersection of Bathurst, Grenville and Eldon Streets Pitt Town be flagged for the attention of Council's Heritage Advisor should any development applications be received for those sites."*

Bowman Flag

At the previous meeting, the matter of the Bowman flag and the replacement of the missing replica flag was raised. The Committee had resolved:



**ORDINARY MEETING**  
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**Meeting Date: 31 July 2018**

*"That the:*

*Council support a request to consider joint funding with the Bowman family for the replication of the Bowman flag to be flown on the Bowman property."*

Ms Newland had advised that she had previously purchased a replica of the Bowman flag for some historical celebrations in 2006 and would attempt to locate the flag.

The Bowman (and White Ensign) flags have subsequently been located and kindly donated to Council by Ms Newland.

The Committee resolved as follows:

*"That the Committee note that the Bowman and White Ensign flags have been donated to Council by Ms Newland."*

Bells Line of Road (BLoR) Corridor

The Bells Line of Road - Castlereagh and Outer Sydney Orbital Corridor proposal by the State Government was raised and a submission to Transport NSW by the Kurrajong Comleroy Historical Society was tabled. The submission identified several heritage properties which would be affected should the proposal go ahead.

Following consideration of the matter, the Committee resolved as follows:

*"That the Committee recommend to Council that the information provided by the Kurrajong Comleroy Historical Society in relation to certain heritage listed properties affected by the proposed corridor (including properties with potential to be listed) be included in Council's submission."*

**RECOMMENDATION:**

That in relation to the Minutes of the Heritage Advisory Committee Meeting held on 24 May 2018:

1. Council receive and note the Committee Minutes in respect of items 1, 2 and all other matters raised in General Business that are not specifically referred to below.
2. Council endorse the Committee recommendation in respect of the General Business Item Representations Regarding Heritage Conservation Plans for Areas of Pitt Town, namely:

*"That two sites in Pitt Town, namely, the corner of Bathurst and Church Street and the triangular parcel at the intersection of Bathurst, Grenville and Eldon Streets, Pitt Town be flagged for the attention of Council's Heritage Advisor should any development applications be received for those sites."*

3. Council endorse the Committee recommendation in respect of the General Business Item - Bowman Flag, namely:

*"That the Committee note that the Bowman and white Ensign Flags have been donated to Council by Ms Newland."*

4. Council endorse the Committee recommendation in respect of the General Business Item - Bells Line of Road (BLoR) Corridor, namely:

*"That the Committee recommend to Council that the information provided by the Kurrajong Comleroy Historical Society in relation to certain heritage listed properties affected by the proposed corridor (including properties with potential to be listed) be included in Council's submission to the corridors."*

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date:** 31 July 2018

**ATTACHMENTS:**

**AT - 1** Minutes of the Heritage Advisory Committee held on 24 May 2018

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 31 July 2018**

**AT - 1 Minutes of the Heritage Advisory Committee**

**held on 24 May 2018**

The meeting commenced at 5:32pm.

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<b>Present:</b>	Councillor Danielle Wheeler, Chairperson Councillor Nathan Zamprogno, Hawkesbury City Council Ms Abigail Ball, Community Representative Mr Michael Edwards, Community Representative Ms Janice Hart, Community Representative Professor Ian Jack, Community Representative Ms Helen Mackay, Community Representative Ms Judith Newland, Community Representative Ms Michelle Nichols, Community Representative Mr Steve Rawling AM, Community Representative Ms Venecia Wilson, Community Representative Ms Deborah Hallam, Community Representative
<b>Apologies:</b>	Mr Graham Edds, Deputy Chairperson Councillor Peter Reynolds, Hawkesbury City Council
<b>In Attendance:</b>	Mr Andrew Kearns, Hawkesbury City Council Mr Craig Johnson, Hawkesbury City Council Mr Otto Cserhalmi, Heritage Advisor - Hawkesbury City Council Ms Kathryn Sprang, Penrith City Council Ms Wendy Connell, Penrith City Council Ms Robyn Kozjak - Minute Secretary, Hawkesbury City Council

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**REPORT:**

The Chair opened the meeting and acknowledged and welcomed the attendance of Ms Kathryn Sprang and Ms Wendy Connell from Penrith City Council who were attending as observers.

The Chair advised that Shaun Carter (Principal of Carter Williamson Architects) was unfortunately unable to attend the meeting as tentatively scheduled, but that it was expected that both Mr Carter and Ms Kate Napier would both be available to present to the next Heritage Advisory Committee meeting.

*Acknowledgement of Indigenous Heritage.*

**RESOLVED** on the motion of Councillor Zamprogno and seconded by Mr Rawling that the apologies be accepted.

**CONFIRMATION OF MINUTES**

It was noted that Mr Cserhalmi had been inadvertently omitted from the list of attendees at previous meetings.

**RESOLVED** on the motion of Ms Mackay and seconded by Mr Edwards that the Minutes of the Heritage Advisory Committee held on the 8 March 2018, be confirmed.

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 31 July 2018**

**Attendance Register of Heritage Advisory Committee**

Member	23/11/2017	08/03/2018	24/05/2018	
Councillor Danielle Wheeler, Chairperson	✓	✓	✓	
Mr Graham Edds, Deputy Chairperson	✓	✓	A	
Councillor Peter Reynolds	✓	✓	A	
Councillor Nathan Zamprogno	A	A	✓	
Ms Abigail Ball	✓	✓	✓	
Mr Michael Edwards	✓	✓	✓	
Professor Ian Jack	✓	✓	✓	
Ms Helen Mackay	✓	✓	✓	
Ms Judy Newland	✓	✓	✓	
Ms Michelle Nichols	A	A	✓	
Mr Steve Rawling AM	✓	✓	✓	
Ms Venecia Wilson	✓	✓	✓	
Ms Janice Hart	✓	✓	✓	
Ms Deborah Hallam	✓	A	✓	

Key: A = Formal Apology

✓ = Present

X = Absent - no apology

**CHANGE TO ORDER OF BUSINESS:**

The Chair resolved to change the Order of Business to facilitate a presentation by Professor Jack in relation to the potential Heritage Listing of the Macquarie Towns.

The Committee was asked to provide feedback prior to the presentation being put to a Councillor Briefing Session.

*5:36pm - Michelle Nichols arrived at the meeting.*

- It was noted there were two other towns in Tasmania which followed the same pattern as the Macquarie Towns layout and it was suggested to add that information to the presentation.
- The approach to the potential listing was not the same as Braidwood or Broken Hill and wouldn't prevent development unless it proposed a shift of the street line.

Update on Preparation of Thompson Square Conservation Management Plan (CMP)

The Draft Thompson Square CMP was distributed to members for review and it was emphasised that the document was not for public information at this stage.

- Members will provide input into the CMP in accordance with their respective areas of interest and will communicate their comments via email discussion.
- A final list of comments will be collated by staff and in this regard it was advised that precise references to proposed amendments should be made (ie specific page, line etc).

Comments should be received by officers by **12 June 2018**.

- The proposal would not be an assessment of the built environment but would demonstrate how pioneering towns developed within and coped with the natural environment.

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 31 July 2018**

**SECTION 3 - Reports for Determination**

**ITEM: 1**                      **HAC - Potential Heritage Listing - Slab Hut 214A Yarramundi Lane Agnes Banks - (124414, 80242)**

**Directorate:**              City Planning

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**DISCUSSION:**

- Committee members will make enquiries in relation to the history of the slab hut/cottage and report back to staff should any information come to hand.

**RECOMMENDATION TO COMMITTEE:**

That the Heritage Advisory Committee Members provide any information they may have on the existence of the subject slab hut/cottage, and/or any known history surrounding the structure.

**MOTION:**

RESOLVED on the motion of Ms Hart, seconded by Professor Jack.

***Refer to COMMITTEE RECOMMENDATION***

**COMMITTEE RECOMMENDATION:**

That the Heritage Advisory Committee Members provide any information they may have on the existence of the subject slab hut/cottage, and/or any known history surrounding the structure.

**SECTION 4 - Reports for Information**

**ITEM: 2**                      **HAC - Local Heritage Assistance Fund 2017/2018 Outcomes - (124414, 80242)**

**Previous Item:**              Item 5 - HAC May 2017  
Item 3 - HAC November 2017

**Directorate:**              City Planning

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**DISCUSSION:**

- A video promoting Council's Heritage Advisory Service and Local Heritage Assistance Fund was presented to the Committee. The video will be uploaded onto Council's website and as part of advertising of the program. Committee members were asked to promote and encourage participation through networks.

*An error was noted on a cover slide early in the presentation - the word 'delivery' is spelt incorrectly.*

- An information session will be held on 18 July targeting a broader range of sites where heritage listed properties are located.

**RECOMMENDATION TO COMMITTEE:**

That the information contained within the report be received and noted.

**MOTION:**

**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
**Meeting Date: 31 July 2018**

RESOLVED on the motion of Mr Edwards, seconded by Ms Newland.

***Refer to COMMITTEE RECOMMENDATION***

**COMMITTEE RECOMMENDATION:**

That the information contained within the report be received and noted.

**SECTION 5 - General Business**

Update on Office of Environment & Heritage - Heritage Near Me Grants

- At the time of the meeting, the outcome of the grant applications has not yet been received from the Minister's office.

Subsequent to the meeting council was advised of its successful applications for three grants under the program.

Office of Environment & Heritage - Heritage Activation Grants

- The grant application for the Government Domain area has not yet been determined which if approved will enable significant work to be undertaken on the Tollhouse.

It was queried if some improvements could be made to the wall, such as a timeline / mural for example.

*Ms Nichols tabled a timeline in a bus shelter at Carcoar as an example.*

Update on Kurrajong Heights Unauthorised Signage

- Compliance staff are in the process of addressing the unauthorised signage in Kurrajong Heights. An Order has been issued on the operators of Lochiel House and other compliance matters in relation to that property are under investigation.

Representations Regarding Heritage Conservation Plans for Areas of Pitt Town

- The Committee considered that there is a valid case for making a number of conservation areas across the area to ensure there is some statutory protection to preserve streetscape vistas, townscapes and corridors, not only in Pitt Town but across the LGA. The community wants to see our towns protected and the Committee agreed the proposal to capture a number of conservation areas across the LGA should be built into the heritage study.
- The Committee commented on the loss of the corrugated iron shed on Bathurst Street, Pitt Town which has left a large plot of land which could potentially be developed. A triangular parcel of land at the intersection of Bathurst, Grenville and Eldon Streets, Pitt Town was also identified as an area of concern. The Committee asked for those two sites to be flagged with Council's Heritage Advisor should any development applications be received for those sites.
- The Heritage Council of NSW (in partnership with the NSW Government Architect) has developed a draft design guide for heritage. The draft guide provides heritage industry professionals, heritage owners, urban planners and developers with up to date advice on managing heritage design works.

*7:28pm: Mr Johnson left the meeting.*

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**SECTION 4 – Reports of Committees**  
**Meeting Date: 31 July 2018**

**MOTION:**

RESOLVED on the motion of Mr Edwards, seconded by Ms Mackay.

***Refer to COMMITTEE RECOMMENDATION***

**COMMITTEE RECOMMENDATION:**

That two sites in Pitt Town, namely, the corner of Bathurst and Church Street and the triangular parcel at the intersection of Bathurst, Grenville and Eldon Streets, Pitt Town be flagged for the attention of Council's Heritage Advisor should any development applications be received for those sites.

Insurance - Heritage Properties Subject to Flooding

- Councillor Wheeler will raise the insurance issue with insurance industry representatives at the Floodplain Management Australia National Conference on 29 May 2018.

Bowman Flag

- It was advised that the Bowman Flag should be flown with the white Ensign Flag. Both flags were donated to Council at the meeting by Ms Newland.

**MOTION:**

RESOLVED on the motion of Councillor Wheeler, seconded by Ms Hart.

***Refer to COMMITTEE RECOMMENDATION***

**COMMITTEE RECOMMENDATION:**

That the Committee note that the Bowman and white Ensign Flags have been donated to Council by Ms Newland.

International Council Monuments and Sites (ICOMOS) - 2020 General Assembly

- The Committee was asked to consider and liaise with relevant organisations regarding potential tours, pictorials etc prior to the opening of Expressions of Interest associated with the 2020 General Assembly. Members will communicate their input via email discussion.

Bells Line of Road (BLoR) - Corridor

- A submission to Transport for NSW by the Kurrajong Comleroy Historical Society was tabled. The submission includes properties listed on Council's LEP either directly in the proposed corridor, some with land in the corridor, or which adjoin the corridor (see tabled correspondence). The submission includes several other properties within or near the BLoR corridor area that have the potential to be listed as worthy of historic listing. The opportunity to consider listing properties would be compromised by adoption of the corridor.

In addition, two other buildings were identified as being on the edge of the proposed corridor. The building on the corner of Hermitage Road and BLoR (Netley Hill Post Office) and its neighbouring property.

Pitt Town Commons is not unencumbered by the proposed corridor and should also be included in the submission.

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**MOTION:**

RESOLVED on the motion of Ms Wilson, seconded by Ms Nichols.

***Refer to COMMITTEE RECOMMENDATION***

**COMMITTEE RECOMMENDATION:**

That the Committee recommend to Council that the information provided by the Kurrajong Comleroy Historical Society in relation to certain heritage listed properties affected by the proposed corridor (including properties with potential to be listed) be included in Council's submission to the corridors.

- Ms Nichols will distribute a link to Committee members to access the Greys Collection online from Sydney University.
- Reference was made to an article on Trove / newspapers in 1981 where the State Government invoked the Heritage Act to protect historic buildings.

*Article below.*



The Chair thanked Ms Wendy Connell and Ms Kathryn Sprang from Penrith City Council for their interest in, and attendance at, the Heritage Advisory Committee meeting.

**TABLED CORRESPONDENCE:**

Historic Timeline at Bus Shelter at Carcoar.

Submission to Transport for NSW by Kurrajong Comleroy Historical Society



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Historic Timeline at Bus Shelter at Carcoar



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**Submission to Transport for NSW by Kurrajong Comleroy Historical Society**

SUBMISSION TO TRANSPORT FOR NSW  
BY KURRAJONG-COMLEROY HISTORICAL SOCIETY

Kurrajong-Comleroy Historical Society wishes to express an absolute objection to the proposed Bells Line of Road- Castlereagh Connection Corridor.

The objection is based on the following grounds.

The proposed corridor passes through the Hawkesbury Region in particular the Society's area of interest being Grose Vale, Grose Wold, Kurrajong, Kurrajong Hills and Kurrajong Heights. This region has a long history of settlement with the earliest grants being pre Governor Macquarie. The area has been traditionally a food bowl for NSW and as a result the rural ambience and visual integrity has been retained. Any attempt to insert a motorway into this unique and historic part of NSW would destroy this.

The villages or localities listed above have their own unique characteristics and histories but are interconnected. The proposed corridor would break this connectivity and in many cases split properties or separate properties from their historical backgrounds. In particular reference is made to a group of Grose Vale properties known as "Dunston Properties" having been built by a single family on adjoining farms. The proposed BLOR corridor separates these homes.

More specifically the proposed corridor would have major impacts on the historic properties listed below.

**PROPERTIES LISTED ON HAWKESBURY CITY COUNCIL LEP SCHEDULE 5**

**BUILDINGS DIRECTLY IN CORRIDOR**

Building of a motorway would eventually require DEMOLITION of these buildings

767 Grose Vale Rd, Grose Vale	Lot1 DP808258	Local I503
"Beechwood" 41 Baileys Lane, Kurrajong Hills	Lot 51 DP1045434	Local I349
968-970 Bells Line of Rd, Kurrajong Hills	Lot1 DP791743	Local I350

**BUILDINGS WITH SOME LAND IN CORRIDOR**

The corridor plans indicate resumption of portion of the current and historic curtilage of these properties. Should the motorway be constructed it is unlikely these buildings would have a viable future.

"Westbury" 15 Westbury Rd, Grose Vale	Lot 3 DP232602	Local I454
"Loxley" 993 Bells Line of Rd, Kurrajong Hills	Lot 22 DP867849	Local I502

**BUILDINGS WHICH NEIGHBOUR THE CORRIDOR**

These properties immediately neighbouring the proposed motorway would suffer severe visual and



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noise issues. In some cases the BLOR Corridor passes along the property boundary and would impact on the historic entry to the main buildings.  
 In addition it is noted that Baileys Lane is to be closed and properties to the south will have access to Springrove Lane. In order for this to be viable Springrove Lane would need to be widened and extended impacting further on the property Springrove.

“Wyanbah” 663 Grose Vale Rd, Grose Vale	Lot 32 DP 1004590	Local I451
“Cooraba” 816 Grose Vale Rd, Grose Vale	Lot 1 DP828723	Local I452
“Ridgeacre” (Plynlimon) 941 Grose Vale Rd, Grose Vale	Lot 1 DP502131	Local I354
“Springrove” 55 Springrove Lane, Kurrajong Hills	Lot 11 DP834958	Local I359
Kurrajong North School, 1 Stone Terrace Rd, Kurrajong Hills	Lot 1 DP194010	Local I371

**OTHER NEARBY HISTORIC PROPERTIES WHICH ARE LIKELY TO BE ADVERSELY AFFECTED**

“Buena Vista” 5 Bowen Mountain Rd, Grose Vale	Lot 1 DP 546192	Local I449
“La Tosca” 6 Bowen Mountain Rd, Grose Vale	Lot 2 DP876398	Local I453
“Calool” 33 Carters Rd, Grose Vale	Lot 201 DP707842	Local I450
“Sunnyside” 49 Hermitage Rd, Kurrajong Hills	Lot 11 DP634076	Local I359

**HISTORIC PROPERTIES NOT CURRENTLY LISTED BY HCC**

There is a number of buildings within or near the BLOR Corridor area that have the potential to be listed as worthy of historic listing. This is just a few. The opportunity to consider listing properties would be compromised by a doption of the corridor.

“Hilltop” Grose Vale Rd, Grose Vale
774 Grose Vale Rd, Grose Vale (workmans cottage) on 1989 LEP
928 Grose Vale Rd, Grose Vale
“Burnside” 915 Bells Line of Rd, Kurrajong Hills
“Lemon Forest” (previously “Pinegrove”) 588 Grose Vale Rd, Grose Vale
707 Grose Vale Rd, Grose Vale

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**PROPERTIES LIKELY TO BE AFFECTED BY INCREASED TRAFFIC NEAR THE CORRIDOR**

“Goldfinders” 164 Old Bells Line of Rd Kurrajong	Lot 123 DP1063011	State I357
“Curraweena” 1033 Grose Vale Rd, Kurrajong	Lot 1 DP153901	Local I515
“Glen Doon” 1040 Grose Vale Rd, Kurrajong	Lot 1 DP745040	Local I355
“Arthona” 1046 Grose Vale Rd, Kurrajong	Lot 1 DP562514	Local I351
St Stephen the Martyr, Church and Manse 1005 Grose Vale Rd, Kurrajong	Lot 133 DP603158	Local I353
Stationmasters House 1132 Grose Vale Rd, Kurrajong		

**KURRAJONG HEIGHTS**

The historic Village of Kurrajong Height is avoided by the tunnel concept however it should be noted that this is dependent on the viability of a tunnel in an area of recognised geological instability.

West of Kurrajong Heights Village are two s170 heritage listed items also directly impacted. Being the stone wall and culvert dating from approximately 1880

**FURTHER IMPACTS**

Kurrajong-Comleroy Historical Society is committed to the preservation of Historical items in the broader Kurrajong area. The society accepts that the most direct impact on properties would come with the construction of a motorway. In the meantime however there would be an impact on each of these properties in other ways.

If the BLOR Corridor is gazetted most of the above properties would immediately lose value. This is true of all properties affected by the Corridor however we contend that value loss would be greater for older properties. Most of the above items were sited to take advantage of views which would be adversely affected by a motorway.

In general older buildings require more maintenance. In the situation where the property is to be affected by a proposed motorway it is likely that this work is not carried out with the result being the eventual and unnecessary demise of the building.

The meeting terminated at 8:01pm.

**oooO END OF REPORT Oooo**

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**Item: 184**                      **ROC - Floodplain Risk Management Advisory Committee - 28 June 2018 - (86589, 124414)**

**Directorate:**              City Planning

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**PURPOSE OF THE REPORT:**

The purpose of this report is to present the Minutes of the Floodplain Risk Management Advisory Committee, held on 28 June 2018.

**RECOMMENDATION SUMMARY:**

A matter raised in General Business contained within the attached minutes of the Floodplain Risk Management Committee has policy or financial implications to Council, and as such require specific consideration by Council.

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

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**REPORT:**

**Discussion**

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

**Matters Raised in General Business**

Presentations

The Committee received two presentations as part of the Meeting, including:

**Presentation on the Get Ready North Richmond – Disaster Resilient Future Ready Pilot Program by the Office of Emergency Management (OEM)**

A presentation was provided on a pilot program to build community resilience and disaster preparedness in the North Richmond & Kurrajong area.

This pilot program is being undertaken through a collaboration between the Foundation for Rural & Regional Renewal (FRRR) and Office of Emergency Management (OEM).

This is a multi-stage program that is working with selected pilot communities to develop a practical, whole-of-community evidence-based approach that communities can adopt to build their resilience and adaptive capacity to enable them to be well prepared before, and to bounce back stronger and better, after a disaster. The program is informed by place-based approached and co-design methods that support the pilot communities to develop their own 'Get Ready' disaster resilience approaches.

The program is supported by a Literature Review that summarised current academic research and practical case studies focussed on community-led disaster resilience and evidence based practice. The program is also supported by an evaluation framework which will guide the place-based programs and support localised evaluation to contribute to regional, state and national evaluation of community-led disaster preparedness practice.

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Three pilot communities are currently being supported to participate in the Get Ready NSW program. Participation in the program requires communities and host or lead organisations to commit to actively engaging in the program within an action research framework as a means of contributing to a broader evidence base that will inform policy and practice. This will include, as examples, participating in workshops, collecting and sharing data, documenting processes and projects, and meeting with FRRR and the project research partners periodically.

Communities will directly contribute to the establishment of evidence-based indicators and best practice approaches for building and sustaining community-led all hazards preparedness and resilience.

**Presentation by Infrastructure NSW, on Implementation of the Hawkesbury Nepean Flood Risk Management Strategy**

The presentation provided by Infrastructure NSW outlined progress with respect to implementation of the Hawkesbury Nepean Flood Risk Management Strategy overall, and in particular highlighted the process and progress with respect to:

Key Outcome 2 – Reduced flood risk in the Valley by raising Warragamba Dam wall  
Key Outcome 3 – Strategic and integrated land use and road planning  
Key Outcome 4 – Accessible contemporary flood risk information  
Key Outcome 5 – An aware, prepared and responsive community  
Key Outcome 6 – Improved weather and flood predictions  
Key Outcome 8 – Adequate local roads for evacuation

The content of both presentations is particularly relevant for Council to note and has been included as attachments to the minutes.

Insights from Attendees at the Recent Floodplain Management Conference 29 May - 1 June 2018

Attendees from Council of the recent Floodplain Management Conference provided their insights and learnings from the Conference.

Following consideration of the matter, the Committee resolved:

*That:*

1. *Council commence negotiations with the EPA and other potentially flood affected councils to seek a reduction in the waste disposal levy in times of emergency.*
2. *Owners of flood affected properties be encouraged to be proactive in removing unwanted debris from their properties (prior to floods occurring).*

**RECOMMENDATION:**

That in relation to the Minutes of the Floodplain Risk Management Advisory Committee Meeting held on 28 June 2018:

1. Council receive and note the Committee Minutes in respect of Item 1, and all other matters raised in General Business that are not specifically referred to below.
2. Council endorse the Committee recommendation in respect of the General Business Item, namely:

*That:*

1. *Council commence negotiations with the EPA and other potentially flood affected councils to seek a reduction in the waste disposal levy in times of emergency.*

**ORDINARY MEETING**

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2. *Owners of flood affected properties be encouraged to be proactive in removing unwanted debris from their properties (prior to floods occurring).*

**ATTACHMENTS:**

**AT - 1** Minutes of the Floodplain Risk Management Advisory Committee held on 28 June 2018



**ORDINARY MEETING**  
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**AT - 1 Minutes of the Floodplain Risk Management Advisory Committee**

**held on 28 June 2018**

The meeting commenced at 4:05pm.

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**Present:** Councillor Mary Lyons-Buckett, Chairperson  
Councillor Paul Rasmussen, Deputy Chairperson  
Councillor Amanda Kotlash, Hawkesbury City Council  
Councillor Danielle Wheeler, Hawkesbury City Council  
Councillor Peter Reynolds, Hawkesbury City Council  
Ms Carol Edds, Community Representative  
Mr Harry Panagopoulos, Office of Environment and Heritage  
Mr Kevin Jones, SES  
Mr Maurice Smith, Community Representative  
Mr Harry Terry, Community Representative

**Apologies:** Ms Margaret Mackisack, Community Representative  
Mr Kim Ford, Community Representative  
Mr Peter Cinque (OAM), SES  
Snr Inspector, Robert Bowman, Department Primary Industries  
Ms Sue Ribbons iNSW

**In Attendance:** Ms Alison White, iNSW  
Ms Madeleine Dignam, iNSW  
Ms Amanda Howard, University of Sydney  
Ms Sarah Anderson, Office of Emergency Management  
Mr Andrew Kearns, Hawkesbury City Council  
Mr Chris Amit, Hawkesbury City Council  
Ms Sunehla Bala, Hawkesbury City Council  
Ms Colleen Haron, Hawkesbury City Council  
Ms Robyn Kozjak - Minute Secretary, Hawkesbury City Council

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**REPORT:**

**RESOLVED** on the motion of Councillor Wheeler and seconded by Mr Terry that the apologies be accepted.

**CONFIRMATION OF MINUTES**

**RESOLVED** on the motion of Mr Terry seconded by Ms Edds that the Minutes of the Floodplain Risk Management Advisory Committee held on the 19 April 2018, be confirmed.

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**Attendance Register of Floodplain Risk Management Advisory Committee**

Member	7/12/17	15/02/18	19/04/18	28/06/18	
Councillor Mary Lyons-Buckett	✓	✓	✓	✓	
Councillor Amanda Kotlash	✓	✓	✓	✓	
Councillor Paul Rasmussen	A	✓	✓	✓	
Councillor Danielle Wheeler	✓	✓	✓	✓	
Councillor Peter Reynolds	✓	✓	A	✓	
Ms Carol Edds	✓	✓	✓	✓	
Mr Harry Terry	A	✓	✓	✓	
Ms Margaret Mackisack	✓	✓	✓	A	
Mr Kim Ford	✓	✓	A	A	
Mr Maurice Smith	✓	✓	✓	✓	
Sgt Inspector Robert Bowman - (Dept. Primary Industries)	A	A	A	A	
Mr Kevin Jones - (SES Headquarters)	A	A	✓	✓	
Mr Peter Cinque OAM - (SES Sydney Western Division)	A	A	✓	A	
Mr Harry Panagopoulos - (Office of Environment & Heritage)	✓	✓	A	✓	

**Key:** A = Formal Apology

✓ = Present

X = Absent - no apology

**SECTION 3 - Reports for Determination**

**ITEM: 1**                      **FRMAC - Declarations of Interest - (86589, 124414)**

**Directorate:**              City Planning

**DISCUSSION:**

- Mr Terry advised that he no longer wished to declare an interest in this matter as the property, the subject of his declaration of interest, had been sold.

**RECOMMENDATION SUMMARY:**

This report recommends that all members should use their discretion to ascertain if any item on this agenda requires a separate declaration of interest, and if deemed appropriate, the member should submit a formal declaration of interest, in writing, describing the nature and extent of the pecuniary interest.

**RECOMMENDATION:**

That:

- General disclosures of interest listed in this report be received.
- Other specific disclosures of interest be declared if deemed appropriate.

**MOTION:**

RESOLVED on the motion of Ms Edds, seconded by Mr Smith.

***Refer to COMMITTEE RECOMMENDATION***

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**COMMITTEE RECOMMENDATION:**

That:

1. General disclosures of interest listed in this report be received.
2. Other specific disclosures of interest be declared if deemed appropriate.
3. Mr Terry's name be removed from the standing "Declarations of Interest" report.

**SECTION 5 - General Business**

The Chair welcomed guest speakers Ms Alison White and Ms Madeleine Dignam (iNSW), Ms Amanda Howard (University of Sydney) and Ms Sarah Anderson (Office of Emergency Management).

**Presentation on the Foundation for Rural & Regional Renewal (FRRR) Get Ready North Richmond – Disaster Resilient Future Ready Pilot Program (presentation attached)**

*4:09pm - Councillor Kotlash arrived at the meeting.*

Ms Anderson tabled "Get Ready" (For Disasters) fact card and commenced a presentation in relation to the Disaster Resilient Future Ready Pilot Program.

*4:14pm - Councillor Rasmussen arrived at the meeting.*

- North Richmond has been chosen as one of three pilot communities in NSW to trial a new national framework to improve community disaster preparedness and resilience.
- With support from the NSW Government (through the Office of Emergency Management), the pilots will identify effective approaches to building community resilience and determine what is needed for their communities to be better prepared and more resilient in the event of a natural disaster.
- The community needs to be involved as part of a co-design approach in developing its own approach that is relevant to their region. When communities are better prepared for disasters, they recover faster and more effectively than those that are not.
- The pilot project will facilitate a conduit between the North Richmond community and relevant agencies through communication, education and connections.
- The next meeting of the project group is 26 July 2018.

*4:42pm - Mr Jones arrived at the meeting.*

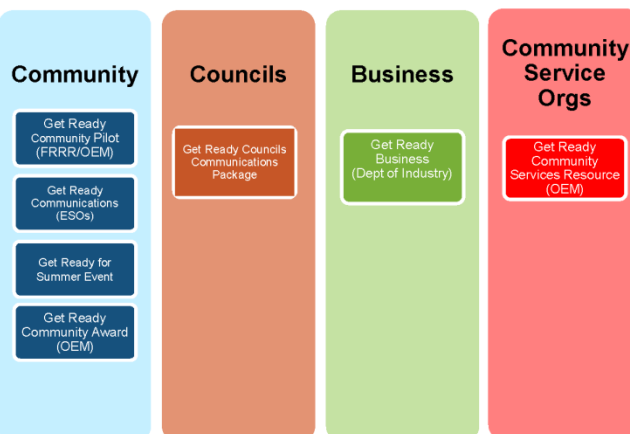


## Get Ready Community Pilot Disaster Resilient Future Ready Community-led Preparedness



2

## Get Ready NSW Partnering to deliver tools for key sectors



Get Ready Community Pilot - Disaster Resilient Future Ready

## Community Pilot

### What works in community-led resilience?



- ▶ Trial an all-hazards, co-design, community-led, place-based approach to building disaster preparedness.
- ▶ Partnership with Foundation for Rural and Regional Renewal (FRRR) & research team – University of Sydney and Newcastle University
- ▶ Research to identify effective community-led approaches to preparedness building.
- ▶ Understanding good practice in co-designing with communities.
- ▶ Help us better inform our community engagement activities.
- ▶ Help us embed evidence into our practice.
- ▶ Inform the future Get Ready activities.
- ▶ Provide guidance for organisations for community-led initiatives.



## How the Project Works



Stage	Status
1. Literature Review	Complete, published, shared
2. Regional Roadshow	Complete: 6 regions visited
3. Place-based pilots: community engagement & participatory design	Commenced <ul style="list-style-type: none"><li>• Wee Waa,</li><li>• Ocean Shores</li><li>• North Richmond</li></ul>
4. Place-based pilots: capability support and grants program to activate, test, evaluate ideas	To commence June/July
5. Monitoring & Evaluation	Commenced
6. Dissemination	Commenced and ongoing



## Place-based Pilots

### Engagement and Implementation Strategy



▼ Three key stages:

1. Mapping of community assets, social networks, EM linkages & capability, resilience focussed activities and initiatives with communities
2. Engagement of Research Partners with pilot communities
3. Work with local organisations to develop or refine all hazards preparedness and resilience projects & provide with resources and / or grants funding to test, scale, evaluate



Get Ready Community Pilot - Disaster Resilient Future Ready 5



## Action Research

Dr Amanda Howard, Dr Margot Rawsthorne,  
Dr Jason von Meding, Dr Thayparan Gajendran,  
Meaghan Katrak, Dara Sampson

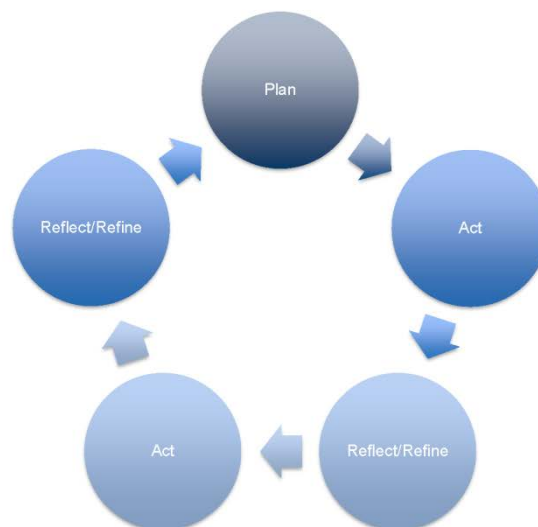
## Designing Research with Communities



- ▀ Flexible and adapt to context and uncertainties.
- ▀ Connected to what is happening.
- ▀ Able to respond to changing circumstances.
- ▀ Useful and usable for communities now.
- ▀ Able to track, monitor and evaluate all available data.
- ▀ Builds capacity for volunteers, communities and emergency services.



## Action Research Cycles



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## What is Involved?

- ▀ Working alongside communities to build knowledge.
- ▀ Supporting communities to collect data about and understand what works in resilience building.
- ▀ Translating research to policy and practice change.



Get Ready Community Pilot - Disaster Resilient Future Ready 9

## More Information

Sarah Anderson  
Office of Emergency Management  
T: (02) 9212 9204  
E: [sarah.Anderson@justice.nsw.gov.au](mailto:sarah.Anderson@justice.nsw.gov.au)  
[www.emergency.nsw.gov.au](http://www.emergency.nsw.gov.au)



Get Ready Community Pilot - Disaster Resilient Future Ready 10

### **Presentation by Infrastructure NSW, on Implementation of the Hawkesbury Nepean Flood Risk Management Strategy - Ms White - (presentation attached)**

Ms White commenced her presentation.

- Process of Projects of State Significance Flow Chart was tabled and highlighted the exhibition requirements.



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- Highlighted requirements under the *Environmental Protection and Biodiversity Conservation Act* as a Controlled Action which is a comprehensive and time consuming process.
- Concern was raised that there was a perception in the community that the Warragamba Dam (the Dam) Wall will be raised for the purpose of more water storage, particularly with population growth projections in Western Sydney.

Ms White highlighted that this is a misconception. The Dam is not being 'fast tracked' and is being designed for the purpose of providing flood mitigation.

It is important to get the news out to the community that the raising of the Dam Wall is not for the purpose of more water storage and that there is a Metropolitan Water Plan. The need for more communication to address community concerns regarding the use of the increased dam height as water supply is needed.

- Ms White will come back to a future FRMAC meeting with a colleague from WaterNSW to present on the Hawkesbury-Nepean Valley Flood Risk Management Strategy and the reasons the raising of the Dam Wall was decided as the best infrastructure option to reduce flood risk from floodwaters in the catchment.
- An enquiry was made as to if there was a relationship between government departments responsible for floodplain management and Independent Hearing and Assessment Panels (IHAP's), who are now given responsibility for assessing certain development applications on behalf of Council. Also, there is a need to address conflicting messages from different state agencies and the importance of integrated planning.

Ms White will respond to the Committee with that information.

- Additional enquiries were made of the level at which the Jim Anderson Bridge would be closed, when sewerage and electricity is shut off west of the river, and the number of people who have died in floods since the 1950's.

The Chair thanked presenters and apologised for having to depart the meeting due to another commitment. The meeting was handed over to the Deputy Chair, (Councillor Rasmussen).

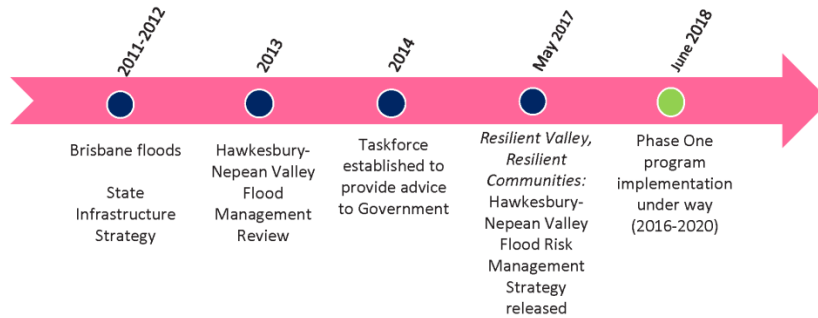
*Resilient Valley,  
Resilient Communities*  
**Hawkesbury-Nepean Valley Flood  
Risk Management Strategy**

Local Government Advisory Group  
13 June 2018



**ORDINARY MEETING**  
**SECTION 4 – Reports of Committees**  
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## Timeline to date



## Flood Strategy - delivering nine key outcomes

1. Coordination and integration	4. Improved flood risk information	7. Best practice emergency response and recovery
2. Warragamba Dam raising	5. Aware, prepared and responsive community	8. Adequate local roads for evacuation
3. Integrated land use and emergency planning	6. Improved weather and flood predictions	9. Ongoing monitoring and evaluation, reporting and improvement

## Outcome 2 - Warragamba Dam raising

### Status:

- Environmental and social impact assessment continuing – responding to NSW and Federal requirements
- Aboriginal Cultural Heritage surveys under way with input from Registered Aboriginal Parties
- Contract under way for detailed concept design - Stantec/GHD joint venture
- Ongoing media focus on potential upstream environmental and cultural heritage impacts



## Warragamba Dam raising - Community engagement

- First half 2018
  - Stakeholder briefings continuing
  - Community 'pop up sessions' completed
  - Field surveys on private land – biodiversity and noise completed
  - Social impact scoping interviews completed
  - Briefings offered to all 10 Councils – 6 completed to date
- Ongoing engagement 2018 and into 2019
  - Focus on socio-economic impact assessment
  - Updates for community and stakeholders



INSW and WaterNSW joined Hawkesbury SES at the Hawkesbury Show in April

## Outcome 3 – Strategic and integrated land use and emergency planning

- Significant flood risk from **existing population**, homes and businesses
- DP&E – developing Regional Land Use Planning Framework
  - New valley-wide approach - balance flood resilience and development
  - Limiting new growth to areas where people can be safely evacuated
  - Discussion paper on Improving Flood Resilience drafted and under review
  - Scoping meetings to be held with Council officers
- Progressing interim gateway process for re-zonings
- NSW RMS and NSW SES - Regional Flood Evacuation Road Masterplan
  - Survey completed on community flood evacuation awareness and intent
  - Flood Evacuation Model upgrade well progressed
  - Master planning scoping workshop held June 2018
  - Further updates and engagement with Council as project progresses

## Outcome 4 – Improved Flood Risk Information

### Regional Flood Study and Asset Database

- Initial draft Flood Study Technical Report being reviewed and revised
- Related flood mapping progressing
- Floodplain asset database updated with 2018 data
- Progressing communication and education planning – in liaison with Councils

## Outcome 5 - An aware, prepared and responsive community

### Building resilience

- Updated community research
  - Confirms low awareness and concern
- New flood evacuation signage
  - roll out in liaison with Councils
  - flood depth markers – research needed
- Young people engagement program
  - School curriculum working group established (Geography Stage 4 (Yr9) – Water in the World)
  - School emergency plan reviews
- 'Get Ready' Campaign activity planning
- Scoping underway for Outreach program for communities of concern, eg:
  - people with disabilities
  - people with livestock
  - young and single-parent families



Youth Week in Penrith – we asked visitors 'Do you live in a floodplain?'



User testing - driving simulators and surveys



## Outcome 6 – Better weather & flood predictions

### Challenges:

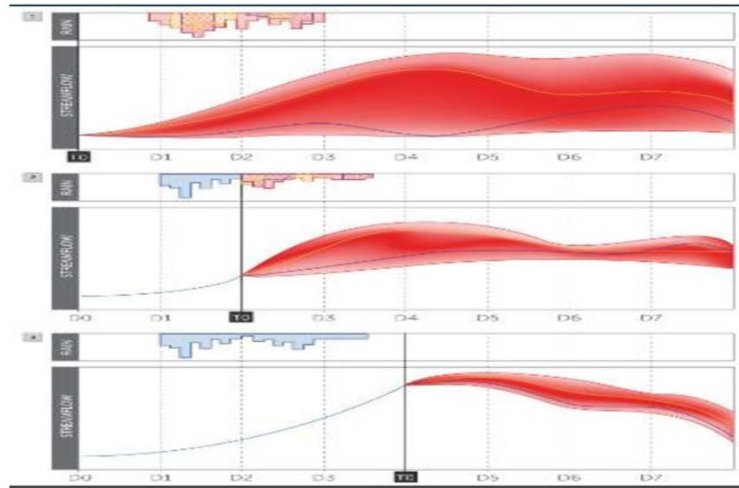
- to safely evacuate, NSW SES needs **early and accurate** forecasts
- currently risks asking people to evacuate when later proved unnecessary
- unnecessary evacuation increases subsequent non-compliance

### Status:

- Contract under way for Hawkesbury-Nepean with BoM:
  - extend current forecast targets, and quantify accuracy using probabilistic forecasting
  - draft Network Audit Report completed and being reviewed
    - overall network adequate
    - some additional live rainfall gauging opportunities identified

## Outcome 6 – Better weather & flood predictions

### Concept of new flood forecast product



## Outcome 7 – Best practice emergency response and recovery

### Challenges:

- Hawkesbury-Nepean Flood risk response and recovery plans are maintained and exercised
- Ensuring emergency management response and recovery arrangements are adequate, understood and well rehearsed

### Status:

- Exercise program commenced
  - Hawkesbury Nepean Valley Flood Simulation Exercise March 2018
    - NSW SES, INSW, WaterNSW, BoM with independent facilitator
    - Currently reviewing report and outcomes
- Subsequent exercises scheduled for 2018-2019
- Recovery exercise for catastrophic event in Hawkesbury-Nepean later this year led by OEM

## Outcome 8 – Adequate local roads for evacuation

### Challenges:

- Maintaining/upgrading local evacuation roads to ensure access to major regional evacuation regional roads
- Priority local road upgrades identified with input from Councils



The local upgrades will help evacuees make their way to the main evacuation routes

## Outcome 8 – Adequate local roads for evacuation

### Status:

- Business cases for targeted upgrades of evacuation routes
  - Final Business Cases for drainage works to minimise local flooding up to 1 in 500 chance per year (Pitt Town, Hawkesbury Valley Way, Sackville Rd, Emu Plains/Leonay)
  - Strategic Business Cases for road widening and drainage works (Northern, Castlereagh, Londonderry, Llandilo, Annangrove Roads)
- Lyall and Associates commenced 2D local flood modelling of these areas to confirm flood risk and drainage treatments
- RMS will be meeting in future with Council officers



## Outcome 9 – Monitoring, evaluation, review and improvement

### Challenges:

- To ensure the Strategy's actions continue to meet the vision and objective

### Status:

- Monitoring, evaluation, reporting and improvement (MERI) Framework finalised
- Minor evaluation - mid term of Phase One of strategy implementation - second half of 2018
- Major evaluation – end phase one – 2019/2020

## Questions?



*5:58pm - The Chair left the meeting.*

*Guest speakers also left the meeting.*

### **Insights from Attendees at the Recent Floodplain Management Conference 29 May - 1 June 2018**

The Chair's notes from the Floodplain Management Conference was tabled.

"Resilient Queensland 2018 - 2021" was tabled by Councillor Wheeler as part of a presentation of learnings/insights.

- QLD Reconstruction Authority, Burnett River Catchment.
- Trigger event - QLD floods.
- Multiple disciplines and government jurisdictions.

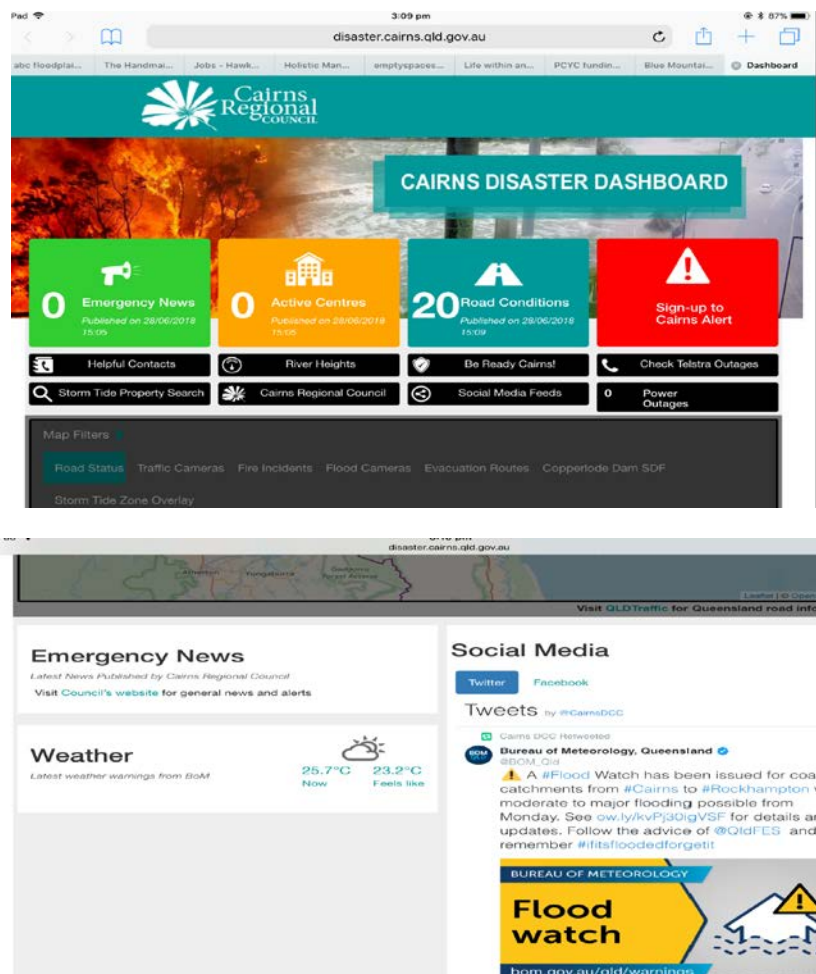


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- Extensive consultation with Local Government revealed key challenges - risk intelligence, community resilience, land use planning, building controls, environmental management, disaster management.

*We are disaster resilient when:*

1. We understand the potential disaster risk we face. - Community attitudes showed people were often slow to act because they didn't trust a single source of information or couldn't access it easily. (52% need to check with multiple official sources before taking preventative action. 42% are seeking flood information from more than one council area).
2. We work together to better manage disaster risk.
3. We seek new opportunities to reduce disaster risk.
4. We continually improve how we prepare for, respond to and recover from disasters.



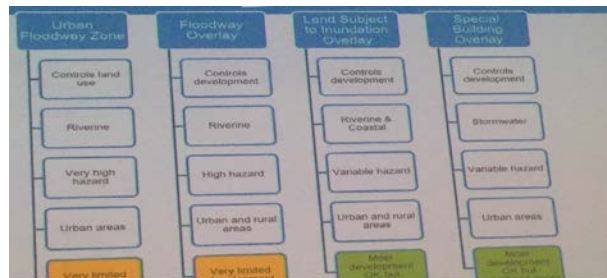
*Multi-discipline approach*

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- What you do affects us - whole of catchment planning across ALL LGA's

*Adaptive planning*



- Planning controls should be tailored to specific risks.
- Built in triggers to prompt actions or review.
- Climate change adaptation key consideration.

*Protect human life and health, and provide safety from flood hazard*

- Mainly about safety for site and access.

The main guiding Principle:

- Site and access safety must not be compromised.

The approved measure:

- Ok to develop if the velocity and depth doesn't exceed thresholds listed in tables in the guidelines.
- This is based on material from Australia Rainfall and Runoff: small cars, child safety and building safety.
- Generally high standards for Greenfield (small car safety) and slightly lower standards for Infill development (child safety).
- Less stringent for development that does not lead to significant intensification.  
***Applies to subdivisions and buildings***

*Minimise flood damage*

- Mainly about floor levels and protection below DFL.

*Maintain free passage and temporary storage of floodwaters*

- Minimise flood impacts to third parties.

*Protect and enhance environment values*

- Maintain or improve, allow access, retain or improve amenity.

*Land use planning*

- Conflicting priorities.

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- Need to understand existing and future risks - hard to change after a decision is made.
- Flood function, evacuation planning, community type and hazard classification are non-negotiable.
- No information does not mean no problems exist.

*Sheltering in Place*

- Some people just won't evacuate - culture of sheltering.
- People want their information from a local source.
- They want to talk to someone who is local.
- Need earlier, more reliable warnings that give magnitude and timeframes.
- Medical care, stress, control and mobility issues are key factors.

*Landmarks as education*

Multiple benefits:

- Place-making.
- Tangible understand.
- Public art.
- Not popular with real estate agents.



Reference was made to the Chair's notes from the recent Floodplain Conference, particularly at 2(a) which outlined a case where a northern council was faced with enormous costs when cleaning up debris after a flood. As the waste disposal levy payable to the Government was prohibitive, it resulted in the Council trucking their waste interstate for disposal.

Committee members resolved to forward their comments (in relation to the Chair's notes) to staff by email.

**MOTION:**

RESOLVED on the motion of Councillor Wheeler, seconded by Mr Smith.

***Refer to COMMITTEE RECOMMENDATION***

**COMMITTEE RECOMMENDATION:**

That:

1. Council commence negotiations with the EPA and other potentially flood affected councils to seek a reduction in the waste disposal levy in times of emergency.
2. Owners of flood affected properties be encouraged to be proactive in removing unwanted debris from their properties (prior to floods occurring).

**Penrith Floodplain Risk Management Committee Meeting 4 June 2018**

## ORDINARY MEETING

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An overview of the Penrith Floodplain Committee meeting was provided. Officers will continue to be involved with the Committee.

#### **Hawkesbury Nepean Valley Flood Risk Management Strategy Local Government Advisory Group Meeting**

An overview of the Hawkesbury Nepean Valley Flood Risk Management Strategy Local Government Advisory Group Meeting held on 13 June 2018 was provided. As part of that update it was noted that the presentation provided by iNSW to the Committee included the same content as presented to the Local Government Advisory Group.

#### **Learnings From Lismore Flood Experience – Lismore Flood Ready Project**

Due to the logistics of arranging face to face attendance of officers from Lismore Council at a future FRMAC meeting, it was agreed to arrange a meeting via Skype/conference call.

#### **TABLED CORRESPONDENCE**

1. Get Ready (For Disasters)
2. Process of Projects of State Significance Flow Chart
3. EPBC Act - Environment Assessment Process
4. Resilient Queensland 2018 - 2021
5. Floodplain Conference 29 May - 1 June 2018 (Notes from the Chair)

**GET READY For disasters**

**Now is the time to get ready NSW**

[www.emergency.nsw.gov.au](http://www.emergency.nsw.gov.au)

**1. Know your risk**  
Think about the area you live in and the types of disasters that could affect you.

**2. Plan now for what you will do**  
Sit down and talk with your family and plan for what you will do if a disaster affects your area.

**3. Get your home ready**  
Prepare your home by doing general home maintenance and checking your insurance.

**4. Be aware**  
Find out how to prepare and what to do if there is a disaster in your area.

**5. Look out for each other**  
Share information with your family, friends, neighbours and those who may need assistance.

**NSW GOVERNMENT**

**NSW GOVERNMENT**

**GET READY For disasters**

**Become a Get Ready Community**

*Get Ready NSW is about building disaster resilience at the community level. The program features five preparedness messages that apply across all emergencies. It also includes branding, a call to action and the Get Ready NSW logo. Developed to be tailored to individual communities, Get Ready can help prepare your area for natural disasters.*

**Build Disaster Resilience in Your Community**

- Designed for local councils, community groups and businesses to promote all-hazards preparedness.
- Provides a communications umbrella that can be tailored for your community.
- The logo can be adapted to your community and projects.
- Complements the hazard-specific campaigns from emergency services.
- Leverage an established concept to help your community to prepare for natural disasters.

**Learn more about Get Ready NSW:**

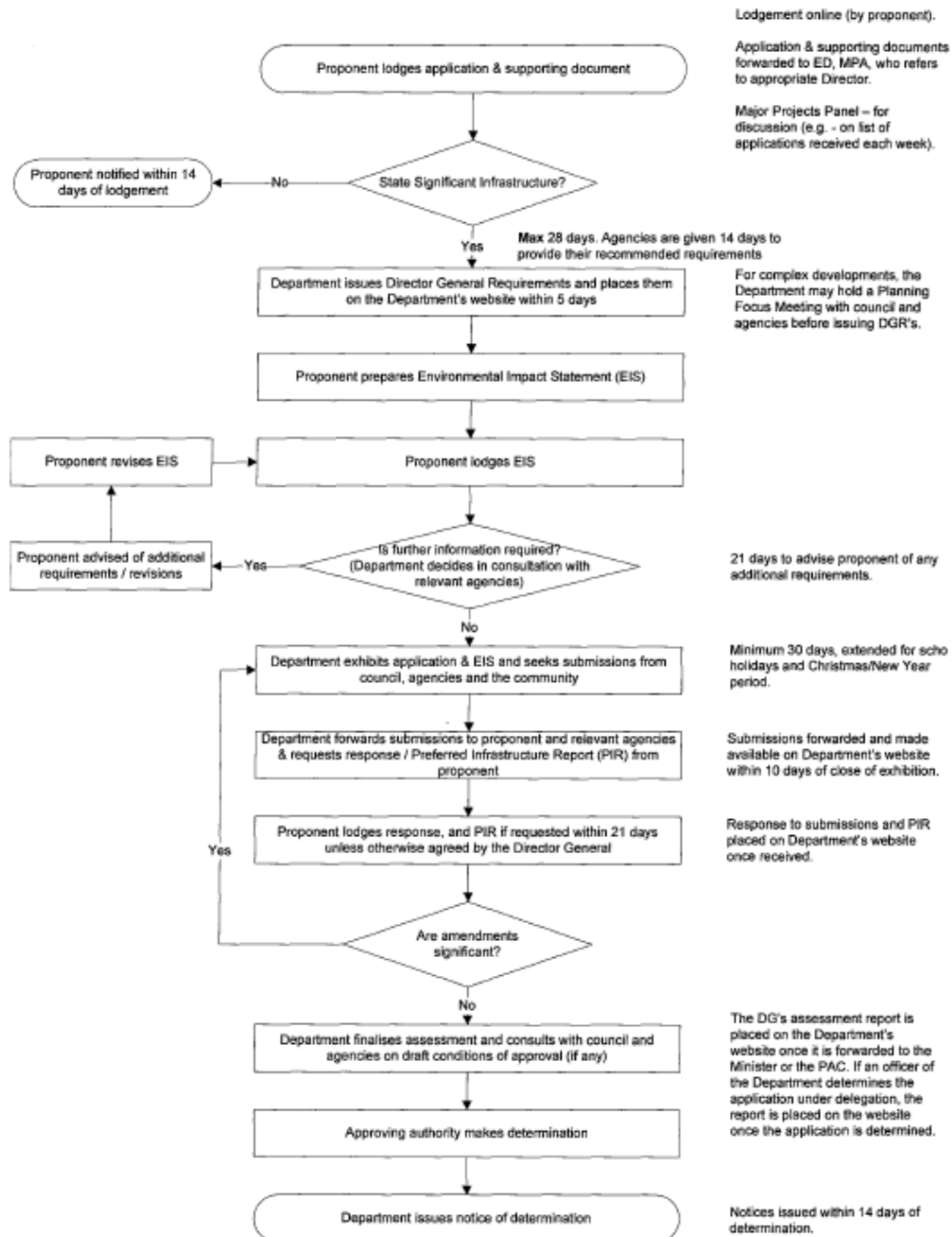
Contact the Office of Emergency Management, NSW Department of Justice:

Email: [GetReadyNSW@mpes.nsw.gov.au](mailto:GetReadyNSW@mpes.nsw.gov.au)

Phone: 02 9212 9204

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**State Significant Infrastructure Flowchart**







Australian Government  
Department of Sustainability, Environment,  
Water, Population and Communities



## EPBC ACT—ENVIRONMENT ASSESSMENT PROCESS

This fact sheet gives an overview of the Australian Government's environment assessment processes laid out in the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act). The EPBC Act is the Australian Government's key piece of environmental legislation. Under the EPBC Act you need approval from the Australian Government environment minister for any proposed action—including projects, developments, activities, or alteration of these things—likely to have a significant impact on a matter protected by the EPBC Act.

### What matters are protected by the EPBC Act?

The environment assessment process of the Act protects:

*Matters of national environmental significance including:*

- world heritage properties
- national heritage places
- wetlands of international importance (often called 'Ramsar' wetlands after the international treaty under which such wetlands are listed)
- nationally threatened species and ecological communities
- migratory species
- Commonwealth marine areas
- the Great Barrier Reef Marine Park
- nuclear actions (including uranium mining)
- a water resource, in relation to coal seam gas development and large coal mining development.

*Other matters:*

- the environment, where actions proposed are on, or will affect Commonwealth land, and
- the environment, where Commonwealth agencies are proposing to take an action.

There are significant penalties, including fines and imprisonment, for taking such an action without approval. If you intend to take an action that is likely to have a significant impact on a matter protected by the EPBC Act, it is important to make a referral as early as possible in the planning and development stages.

[environment.gov.au/epbc](http://environment.gov.au/epbc)



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### Environment assessment processes

There are two key stages in the environment assessment process required by the EPBC Act.

- *Referral:* How do I know if my proposed action requires approval under the EPBC Act?
- *Assessment/decision whether to approve:* How will the minister consider my action? How is a decision made?

#### 1. Referral

The purpose of the referral stage is to determine whether or not a proposed action requires approval under the EPBC Act.

*Step 1: Submitting a referral.* Before taking an action that could have a significant impact on a matter protected by the EPBC Act, you must complete a referral form (available at [www.environment.gov.au/epbc/assessments/referral-form.html](http://www.environment.gov.au/epbc/assessments/referral-form.html)) and submit it to the minister via the department for consideration.

*Step 2: The decision process.* Following the receipt of a valid referral, the minister has 20 business days to decide whether the proposed action will require assessment and approval under the EPBC Act.

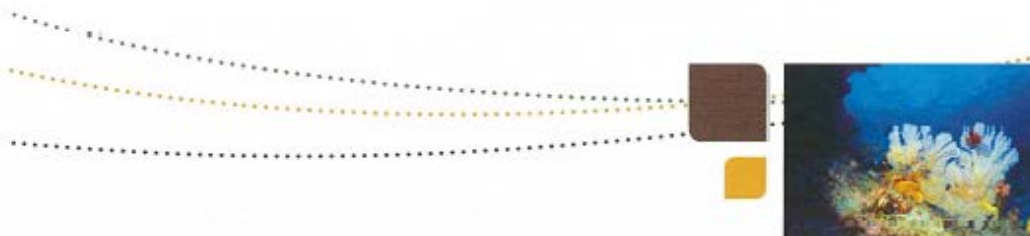
*Step 3: Public comment period.* As part of the total 20 business days taken for the referral process, there is a 10 business day public comment period. This provides an opportunity for relevant Australian, state and territory government ministers and members of the public to comment on the proposed action.

*Step 4: The decision whether an action requires assessment and approval.* Within the 20 business day timeframe, the minister will decide whether a proposed action is likely to have a significant impact on one or more matters protected by the EPBC Act. If a significant impact is likely the action will need to be assessed and approved under the EPBC Act before it can proceed. This is called a 'controlled action'.

*Step 5: How will the proposed action be assessed?* Proposed actions can be assessed using different methods, depending on a range of considerations, including the complexity of the proposed action. The minister will let you know which method will be used in assessing your proposed action.

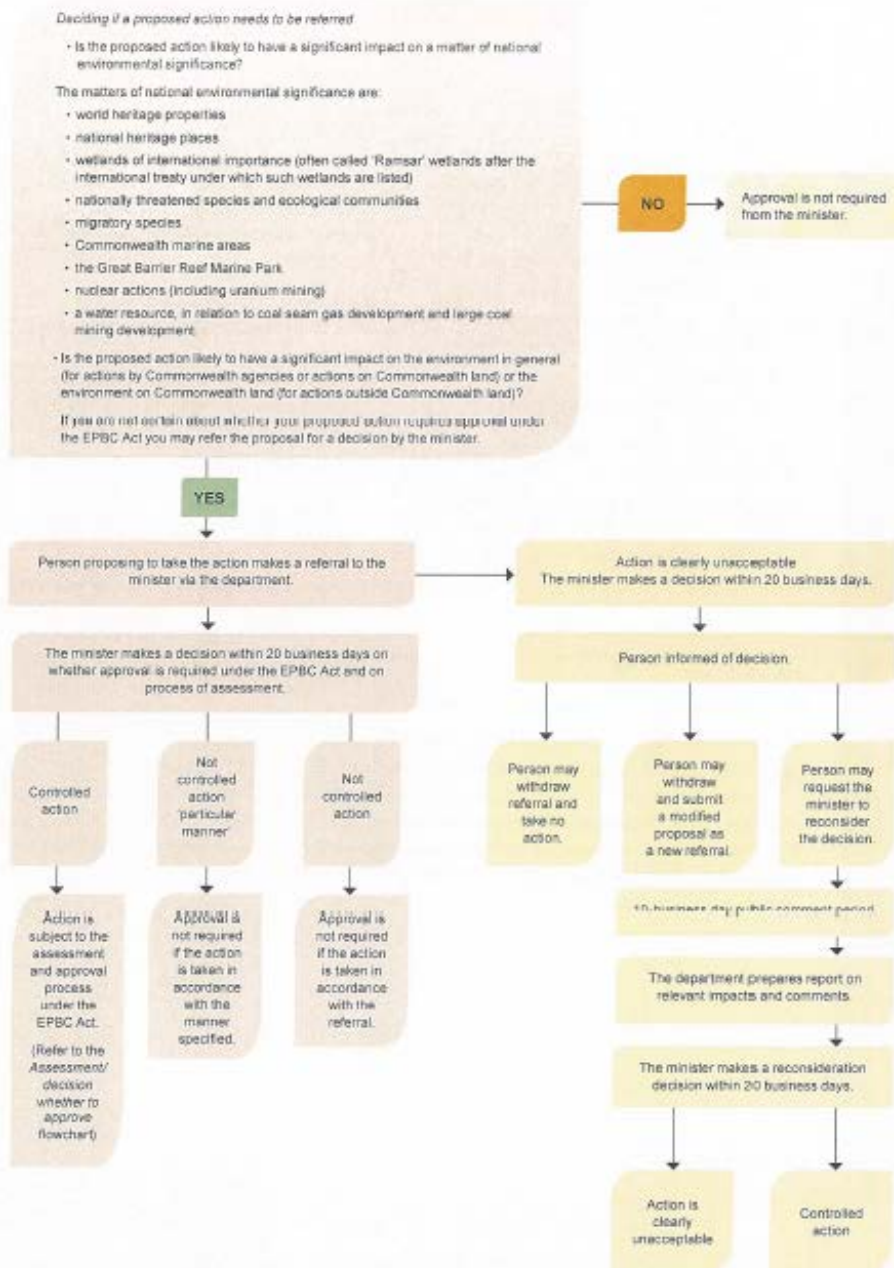
#### Helpful hint: Providing appropriate documentation

Not every action that involves a matter protected by the EPBC Act will have a significant impact, so it is important that you provide all available information about the proposed action, as well as measures you will be putting in place to reduce adverse impacts on those matters.



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**EPBC Act environment assessment process—referral**





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**2. Assessment/decision whether to approve**

Actions can be assessed using one of the following assessment methods:

- accredited assessment
- assessment on referral information (assessment done solely on the information provided in the referral form)
- assessment on preliminary documentation (referral form and any other relevant material identified by the minister as being necessary to adequately assess a proposed action)
- assessment by environmental impact statement (EIS) or public environment report (PER), and
- assessment by public inquiry.

The EPBC Act sets out the process and timing requirements for each type of assessment. This is summarised in the *EPBC Act Environment Assessment Process* flowchart on next page.

*Reducing duplication of Australian and state/territory government processes*

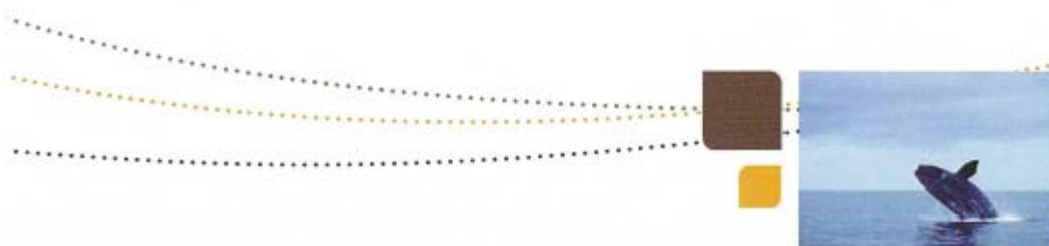
The Australian Government has bilateral agreements with all state and territory governments to accredit environment assessment processes that meet set standards.

If you need EPBC Act approval, in addition to state or territory government approval, it may be possible to do a single assessment, avoiding duplication. To take advantage of this opportunity it is important that you make a referral to the minister early in the development of your proposal.

**Helpful hint:**

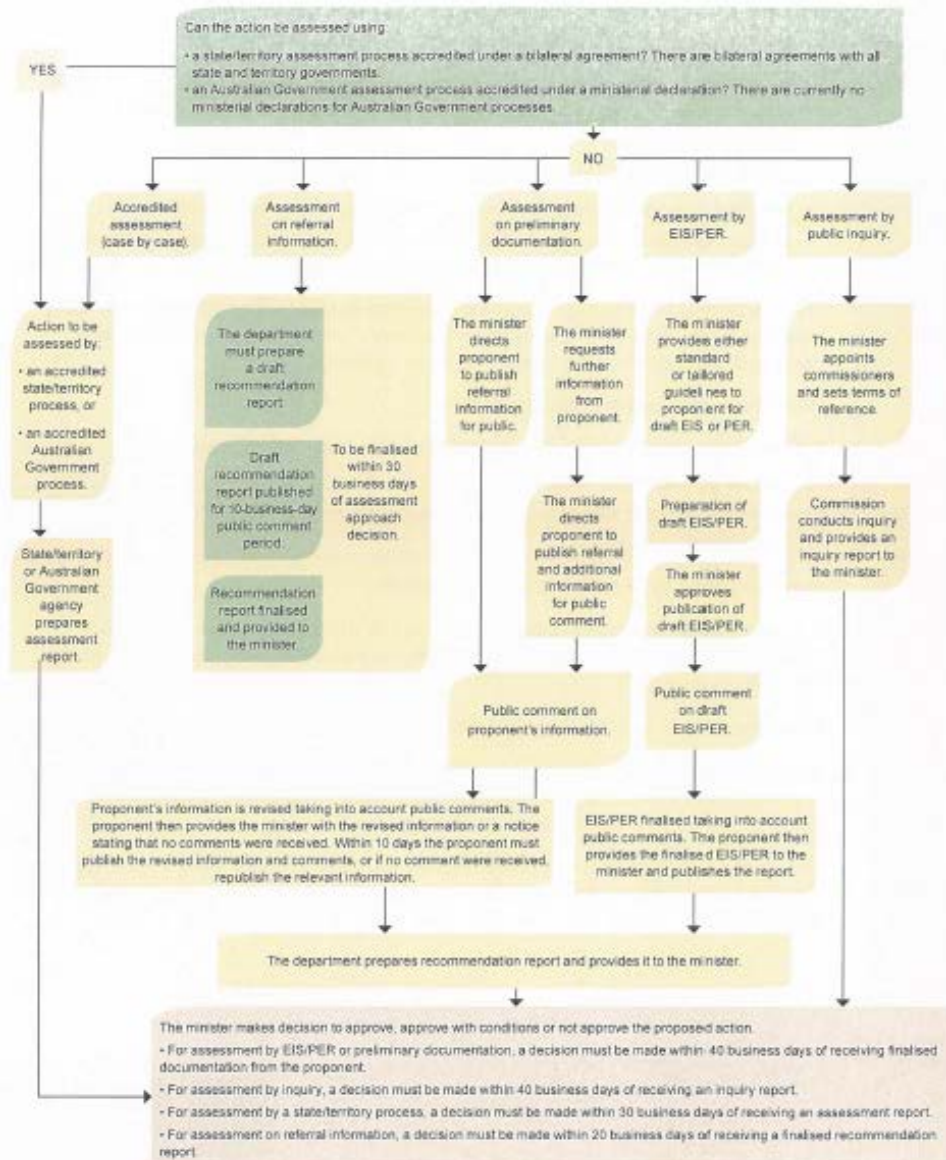
*Taking measures to avoid significant impacts*

In some cases, approval may not be required because you are proposing to put in place measures to avoid impacts on a matter protected by the EPBC Act. For example, you may commit to carrying out your construction activities at a time that will avoid the breeding season of migratory birds, thereby avoiding significant disturbances to a protected species. In these cases, you may be able to proceed without further assessment and approval under the EPBC Act, on the condition that you carry out your proposed action in the manner prescribed (not controlled action 'particular manner').



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**EPBC Act environment assessment process—assessment/decision whether to approve**



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### Frequently asked questions

#### What will the minister consider when deciding if a proposed action should be approved?

When deciding if a proposed action should be approved, and what conditions to impose, the minister will consider the impacts of the proposed action on matters protected by the EPBC Act and other economic and social matters. The minister must take into account:

- the principles of ecologically sustainable development
- the results of the assessment of the impacts of the proposed action, including the relevant recommendation report from the secretary of the federal environment department
- referral documentation
- community and stakeholder comments
- any other relevant information available on the impacts of the proposed action, and
- relevant comments from other Australian Government and state and territory government ministers (such as information on social and economic factors).

The minister may also take into account the environmental history of the individual or company proposing to take the action, including the environmental history of the executive officers of companies, and parent companies and their executive officers.

#### What decisions can the minister make?

Following the assessment of your proposed action, the minister will decide whether to:

- approve your action
- approve your action subject to constraints (that is, place conditions on the action), or
- not approve your action.

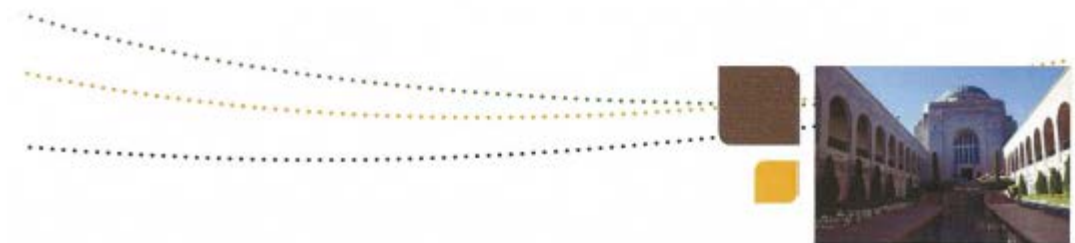
#### Can I be asked to provide more information?

You can be asked to provide further information so that an informed decision can be made. The timeframe for making the next relevant decision in the assessment process stops until this information is received.

#### What conditions can be placed on an approval?

The minister may attach conditions to an approval to protect, repair or mitigate damage to a matter protected by the EPBC Act. Conditions can include bonds or other securities, independent environmental auditing and compliance monitoring.

The minister will provide you with a copy of the proposed decision on whether or not to approve an action, and the proposed conditions (if any) to attach to the approval, for comment before making a final decision.



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**How will I be notified of the minister's decision?**

Once the minister has made a final decision you will receive a copy of the approval including conditions attached to the approval (if any), or notice of the refusal. Decisions are published on the *Government Notices Gazette* and on the department's web site.

**Other permits**

**What about state, territory and local government environmental authorisations?**

Getting approval under the EPBC Act does not remove the need to seek relevant state and territory and local government authorisations. To reduce delays and provide the opportunity to coordinate assessments, you should consider making an EPBC Act referral no later than when you begin state or territory authorisation processes.

**Will I need other Australian Government permits?**

If a proposed action is to take place on Commonwealth land or in the Commonwealth marine area, there may be cases where, even though the action is not considered to be significant and does not require approval through the referral process, it may still require a permit under a different section of the EPBC Act.

Separate permits may be required for any actions affecting an individual member of a threatened, marine or migratory species, or a whale or dolphin. If you require a permit, then you should submit a permit application at the same time as submitting a referral. The EPBC Act also regulates activities in Commonwealth protected areas and reserves, or which involve the import and export of wildlife.

If your action is in the Great Barrier Reef Marine Park, you may also require permission under the *Great Barrier Reef Marine Park Act 1975*. A permission under that Act may be required even if significant impact on the environment of the Great Barrier Reef Marine park is not likely. For more information, go to [www.gbrmpa.gov.au](http://www.gbrmpa.gov.au)

Further information about the EPBC Act is available from the department's website at [www.environment.gov.au/epbc](http://www.environment.gov.au/epbc), by emailing [ciu@environment.gov.au](mailto:ciu@environment.gov.au), or calling 1800 803 772.

Referral forms are also available from the department's website at: [www.environment.gov.au/epbc/assessments/referral-form.html](http://www.environment.gov.au/epbc/assessments/referral-form.html)

The *Significant impact guidelines 1.1* provides guidance on whether an action is likely to have a significant impact on a matter protected by the EPBC Act. It is available at: [www.environment.gov.au/epbc/publications/hes-guidelines.html](http://www.environment.gov.au/epbc/publications/hes-guidelines.html)

The *Significant impact guidelines 1.2* provides guidance in relation to actions on, or impacting upon, Commonwealth land, and actions by Commonwealth agencies. It is available at [www.environment.gov.au/epbc/commonwealth-guidelines.html](http://www.environment.gov.au/epbc/commonwealth-guidelines.html)

For assistance with a referral, email: [epbc.referrals@environment.gov.au](mailto:epbc.referrals@environment.gov.au)

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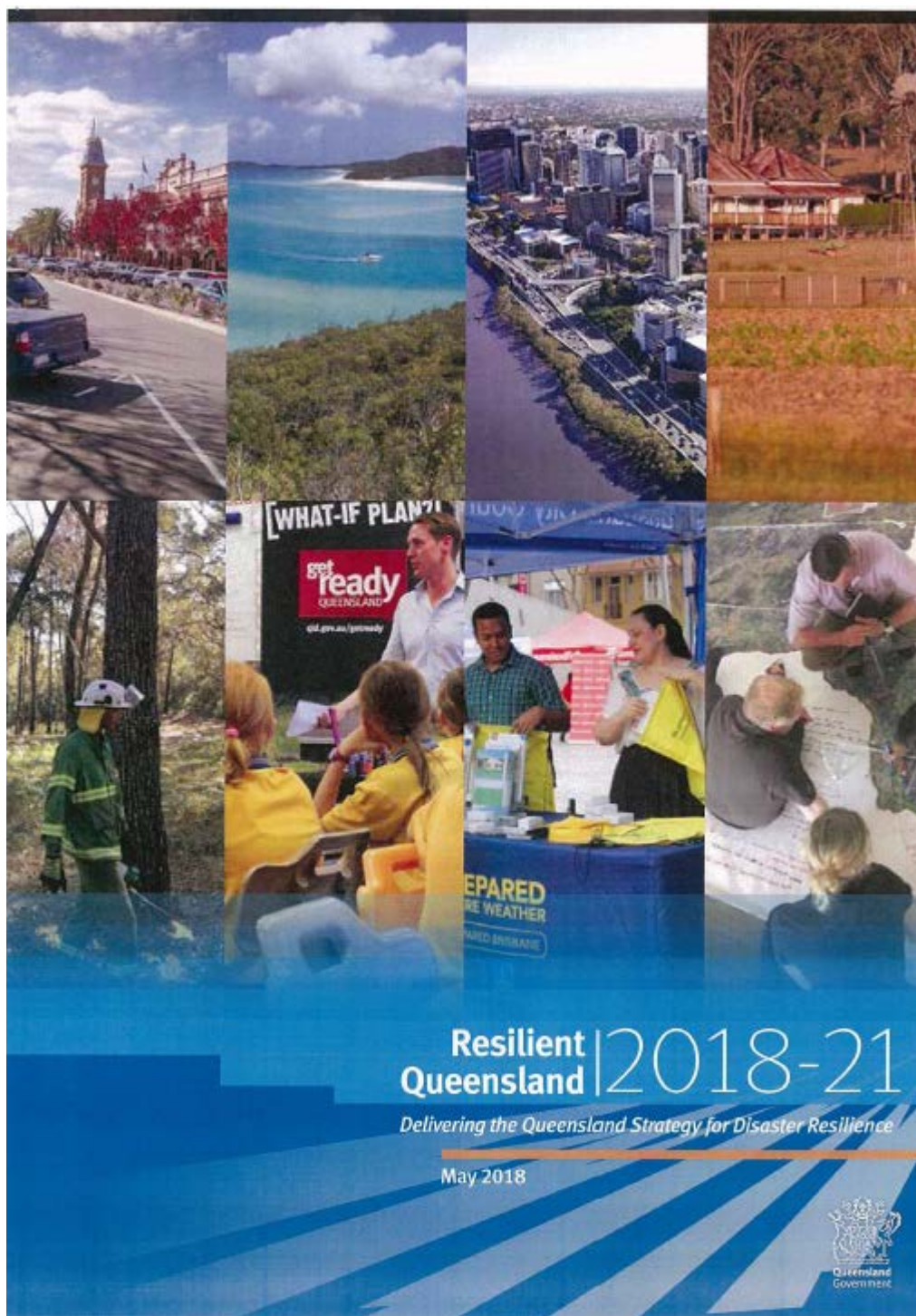
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Credits: Great Barrier Reef Marine Park (Great Barrier Reef Marine Park Authority), Australian War Memorial (Steve Wray), Southern right whale (Dave Wetta), Riverland Ramsar wetland (Nerida Gloane)



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## Disaster Resilience in Queensland

**Our shared vision – making Queensland the most disaster resilient state in Australia**

Queensland is the most disaster impacted state in Australia. While Queenslanders have an ability to adapt and recover in a short amount of time, it's important we continue to build our resilience before, during and after disasters. The *Queensland Strategy for Disaster Resilience 2017* (the Strategy) guides our shared vision and sets out broad roles and responsibilities for all Queenslanders in building disaster resilience.

*Resilient Queensland - Delivering the Queensland Strategy for Disaster Resilience 2018-2021* (Resilient Queensland) is a detailed blueprint for use across government, the community, non-for-profit sector, business and industry, to ensure outcomes are delivered against the objectives of the Strategy.

**Risks facing Queenslanders**

In Queensland, building disaster resilience is based on a thorough understanding of risk. It requires a comprehensive process of continuous improvement to reduce our vulnerability and manage uncertainty into the future.

The *Queensland State Natural Hazard Risk Assessment 2017* identifies a range of disaster risks for the state including tropical cyclones, riverine flooding, bushfires, severe weather, earthquakes, heatwaves and coastal inundation. The impacts of tropical cyclones and riverine flooding remain the greatest risk to Queensland. It is this understanding that helps us to focus our efforts where they are most needed.



### Resilience – the Queensland experience

Resilience can be thought of as our collective ability to understand, anticipate and quickly 'bounce back better' from disaster events.

It means individuals, communities and businesses taking greater responsibility to be safe and to minimise personal and property impact.

It is about a 'safety net' of government and not-for-profit services including disaster response, communications, funding, and other resources to make sure no one is left behind.

It relies upon networks of people working together and championing resilience activities and efforts to ensure it is always front of mind.

**We all have a role to play**

Resilient Queensland is a shared responsibility and success will depend on the collective effort of:

- individuals
- community groups and organisations
- local governments
- businesses
- tertiary sector
- Queensland Government
- Australian Government.

**As Queenslanders, we are disaster resilient when:**

- 1 we understand the potential disaster risks we face
- 2 we work together to better manage disaster risk
- 3 we seek new opportunities to reduce disaster risk
- 4 we continually improve how we prepare for, respond to and recover from disasters

2

RESILIENT QUEENSLAND | 2018-21 SUMMARY





## Resilient Queensland

### Guiding principles for statewide collaboration

A disaster resilient community is one that works together to understand and manage the risks it faces. As part of Resilient Queensland, a comprehensive engagement process will be undertaken to identify opportunities and priorities to better coordinate our resilience efforts across the state.

The Strategy advocates for tailored solutions that are developed by local people for local needs. Resilient Queensland will ensure local, regional and state level disaster resilience planning, priorities and projects are integrated and align with the objectives and commitments of the Strategy

**Local leadership**

– recognises locals know their communities, risks and needs best and that resilience champions at the local, regional and state level are needed to implement communities.

**Flexibility and adaptation**

– adapt to the changing disaster context.

**Prioritisation**

– aims to the right way, using the right location, and the right resources.

**Resilience becomes business as usual**

– embeds mainstream resilience into the 'day to day' through proactive (not reactive) approaches.

**Shared responsibility and collaboration**

– involves co-designed and co-delivered solutions, using multi-disciplinary approaches, with minimal impact on local resources.

### An example of our guiding principles in action

#### Burnett Catchment Flood Resilience Strategy – pilot project

The Queensland Government is partnering with Bundaberg Regional Council, Cherbourg Aboriginal Shire Council, North Burnett Regional Council and South Burnett Regional Council to deliver the Burnett Catchment Flood Resilience Strategy. This pilot project is scheduled for completion in mid-2018 and will inform the development of further catchment-scale risk reduction strategies for the state, and the adoption of successful activities into day to day practices.

The purpose of this project is to develop a consistent and coordinated approach to managing disaster risk across four of the councils located within the Burnett River Catchment.

The Queensland Government and local councils are sharing local knowledge to develop a catchment-scale plan for managing the impact of future disasters and enhancing community safety and resilience.

The pilot project will examine the benefits and challenges experienced in the implementation of a catchment-scale governance approach to identify lessons learnt for regional resilience service delivery across the state.

This pilot project is a good demonstration of how the Queensland Government will work with local governments and other stakeholders to deliver regional resilience plans across the state.

**Local leadership** – is being driven by local knowledge through state facilitated processes.

**Shared responsibility and collaboration** – a range of professionals from a number of disciplines are working together.

**Prioritisation** – riverine flooding is the number one natural hazard facing this community and regional coordination is needed to ensure community safety.

**Flexibility and adaption** – the project builds on work already delivered through the Bundaberg 10 Year Action Plan and other relevant local plans and activities.

**Resilience becomes business as usual** – the systems, processes and relationships established through this project will be embedded into business as usual activities beyond disaster management.

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Resilient Queensland | 2018-21 SUMMARY

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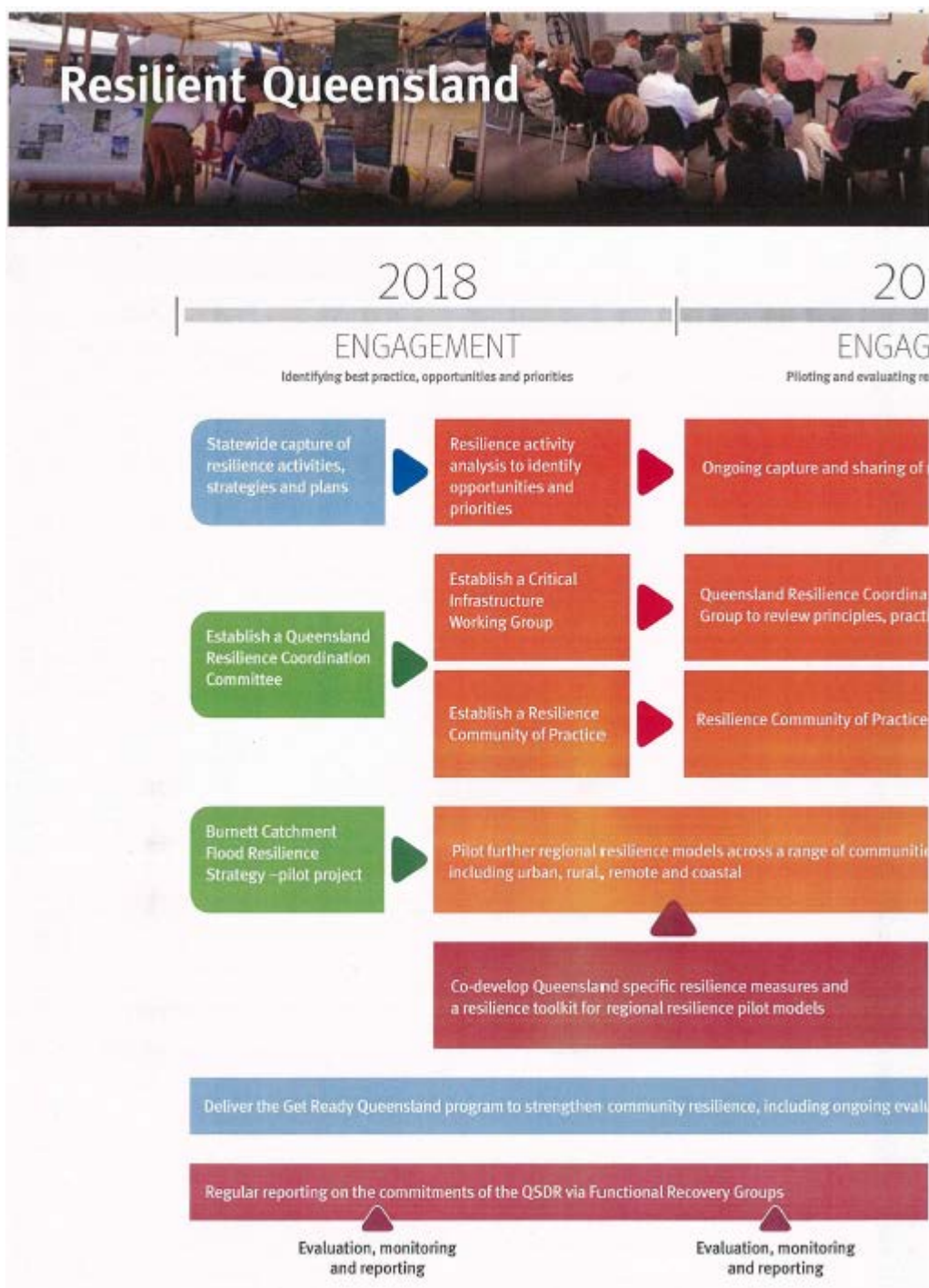
# Resilient Queensland

	1 we understand the potential disaster risks we face	2 we work together to better manage disaster risk
<b>Describing success</b>	<p>Having a clearer understanding of potential risks empowers us to make informed decisions so that we can better prepare and respond.</p> <p>We are resilient when:</p> <ul style="list-style-type: none"> <li>• we have access to real-time information about disaster impacts</li> <li>• we find ways to engage with hard-to-reach and vulnerable people such as those from non-English speaking backgrounds</li> <li>• our community understands and is involved in disaster risk management.</li> </ul>	<p>By understanding what people value most we can better coordinate and concentrate our efforts.</p> <p>We are resilient when:</p> <ul style="list-style-type: none"> <li>• our community is involved in disaster preparedness activities that meet local needs</li> <li>• evidence of local vulnerability and risk is used to inform our decision making</li> <li>• everyone understands the role they play in contributing to the resilience of our community.</li> </ul>
<b>Strategy commitments</b>	<p><b>C1.1</b> drive attitudinal, cultural and behavioural change across the state, enabling Queenslanders to anticipate, respond and adapt to disaster impacts</p> <p><b>C1.2</b> understand the risks associated with a warming climate with improved coastal management</p> <p><b>C1.3</b> increase community awareness and preparedness for all hazards through community engagement</p> <p><b>C1.4</b> initiate research and evaluation projects to promote the positive trajectory of building resilience in Queensland.</p>	<p><b>C2.1</b> build partnerships across community, industry, research organisations and government to improve the health of waterways and marine areas</p> <p><b>C2.2</b> provide opportunities for community-based solutions to the impacts of disasters</p> <p><b>C2.3</b> develop and implement a strategic framework for flood risk management.</p>
<b>How we are delivering</b>	<ul style="list-style-type: none"> <li>✓ Queensland Emergency Risk Management Framework</li> <li>✓ Queensland State Natural Hazard Risk Assessment 2017</li> <li>✓ Queensland Climate Adaptation Strategy 2017-30</li> <li>✓ Queensland Climate Transition Strategy</li> <li>✓ Get Ready Queensland</li> <li>✓ Preparing Your Business for Natural Disasters 2016</li> <li>✓ Cohesive communities: an action plan for Queensland 2016-18.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Queensland Regional Natural Resource Management Investment Program 2013-2018</li> <li>✓ Strategic Policy Framework for Riverine Flood Risk Management and Community Resilience 2017</li> <li>✓ Indigenous Land and Sea Ranger Program 2017</li> <li>✓ Queensland Recovery Plan.</li> </ul>
<b>Future actions</b>	<ul style="list-style-type: none"> <li>• evaluation and improvement of Get Ready Queensland program</li> <li>• statewide capture of resilience activities, strategies and plans.</li> </ul>	<ul style="list-style-type: none"> <li>• resilience activity analysis to identify opportunities and priorities</li> <li>• establish a resilience community of practice</li> <li>• establish a Queensland Critical Infrastructure Working Group.</li> </ul>

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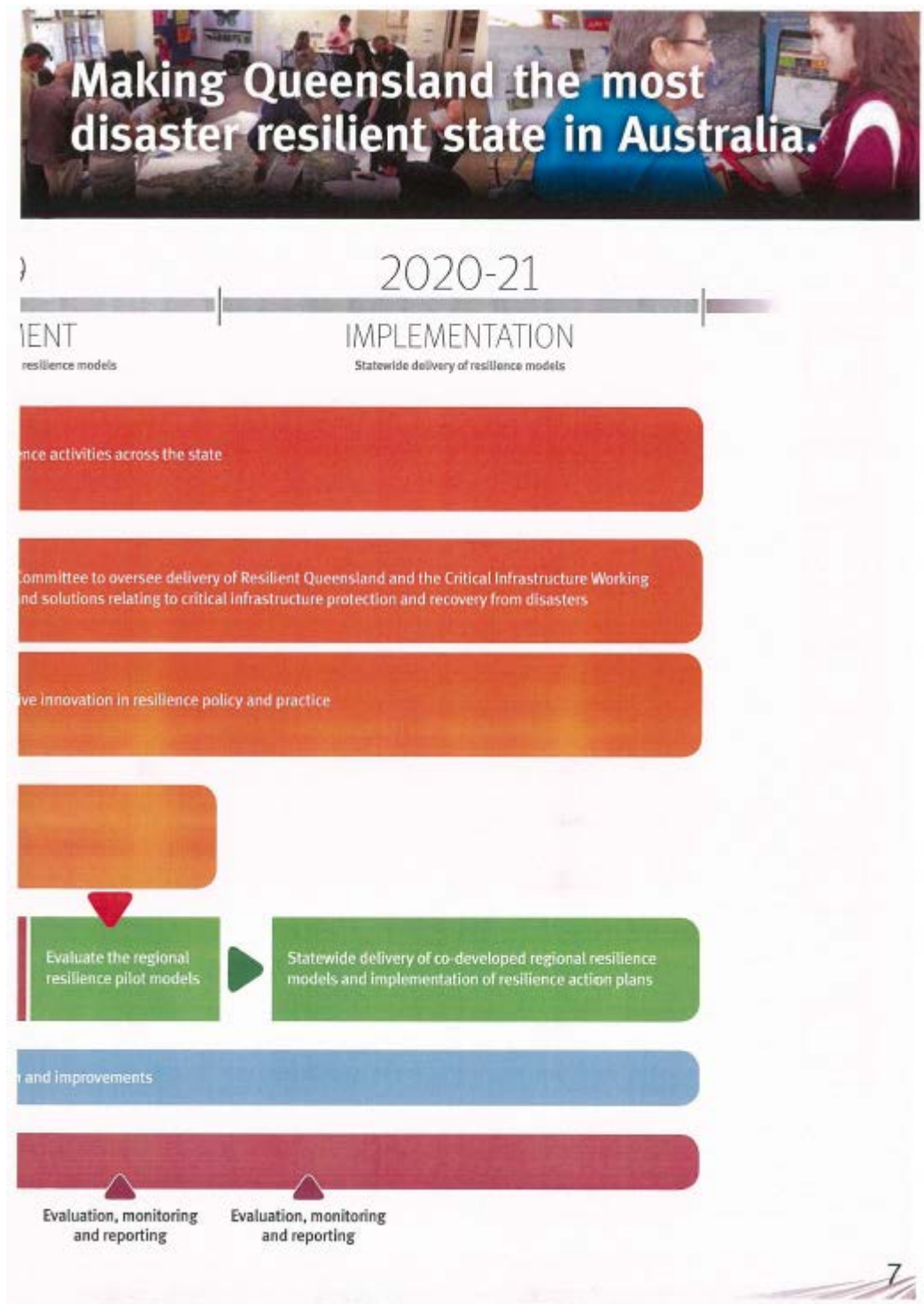


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## Strengthening disaster resilience

	<b>3</b> we seek new opportunities to reduce disaster risk	<b>4</b> we continually improve how we prepare for, respond to and recover from disasters
<b>Describing success</b>	<p>Having a big picture view will help us identify opportunities for making our communities, infrastructure and environment stronger and more adaptable to future stresses.</p> <p>We are resilient when:</p> <ul style="list-style-type: none"> <li>• we incorporate resilience into everyday activities</li> <li>• we take a proactive approach to resilience building, rather than a reactive one</li> <li>• we understand how to link policy and funding to prioritised actions</li> <li>• we focus on long-term risk reduction and resilience to plan for future generations, the economy and the environment.</li> </ul>	<p>Understanding our current and future disaster risks enables us to make informed decisions for current and future generations.</p> <p>We are resilient when:</p> <ul style="list-style-type: none"> <li>• our disaster management systems are scalable to accommodate future changes</li> <li>• we are on a journey of continuous improvement</li> <li>• we work across disciplines and organisations for resilience planning</li> <li>• we embrace a culture of ongoing improvement through regular monitoring and information sharing.</li> </ul>
<b>Strategy Commitments</b>	<p><b>C3.1</b> deliver more resilient infrastructure and transport systems</p> <p><b>C3.2</b> support the ability of our natural assets to serve as protective buffers against disaster impacts</p> <p><b>C3.3</b> promote the incorporation of risk reduction in all planning and development</p> <p><b>C3.4</b> encourage innovation in urban area design for living with the impacts of floods and droughts</p> <p><b>C3.5</b> further the understanding and management of natural landscapes to reduce the impacts and effects of floods and bushfires</p> <p><b>C3.6</b> build greater business resilience and preparedness</p> <p><b>C3.7</b> minimise disaster impacts through flexible and adaptive planning.</p>	<p><b>C4.1</b> identify adaptation opportunities following disasters and in anticipation of climate change</p> <p><b>C4.2</b> drive continuous improvement in disaster management in Queensland via assurance frameworks and accompanying performance measures.</p> <div style="background-color: #333; color: white; padding: 10px; margin-top: 10px; text-align: center;"> <p>The Office of the Inspector-General Emergency Management will contribute to disaster resilience outcomes by working closely with disaster management agencies to identify good practice and opportunities for improvement.</p> </div>
<b>How we are delivering</b>	<ul style="list-style-type: none"> <li>✓ Queensland Betterment Fund 2013, 2015 and 2017</li> <li>✓ QCoast2100 – Queensland Local Government Coastal Hazard Adaptation Program</li> <li>✓ State Planning Policy 2017</li> <li>✓ Prevention, Preparedness, Response and Recovery Disaster Management Guidelines</li> <li>✓ State Disaster Management Plan</li> <li>✓ Flood Warning Gauge Network Review.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Emergency Management Assurance Framework</li> <li>✓ Disaster Management Research Framework</li> <li>✓ The Cyclone Debbie Review: Lessons for delivering value and confidence through trust and empowerment.</li> <li>✓ Queensland Climate Adaptation Strategy 2017 – 2030</li> <li>✓ Emergency Management Prioritisation Tool.</li> </ul>
<b>Future actions</b>	<ul style="list-style-type: none"> <li>• establish a Queensland Resilience Coordination Committee</li> <li>• deliver the Burnett Catchment Flood Resilience Strategy pilot project</li> <li>• pilot and evaluate regional resilience models across a range of communities</li> <li>• statewide delivery of co-developed regional resilience models.</li> </ul>	<ul style="list-style-type: none"> <li>• co-develop Queensland specific resilience measures and toolkits for inclusion in regional resilience models</li> <li>• regular reporting on the 16 Strategy commitments via Functional Recovery Groups</li> <li>• monitoring and reporting on Resilient Queensland.</li> </ul>

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## Get involved

As Queenslanders, we all have a role to play to achieve our goal of making Queensland the most disaster resilient state in Australia. Resilience is not an end state – it is a continuum of adaptation, assessment, learning, adjustment and transformation. The Queensland Government is working closely with the public and private sectors to strengthen our resilience to future disasters. Every community can deliver on Resilient Queensland according to their community's needs. There are many ways to achieve our vision.

-  **All Queenslanders** can strengthen our resilience through better planning:
  - be prepared - have your own food, water and other supplies to last for at least 72 hours
  - visit Get Ready Queensland at [www.getready.qld.gov.au](http://www.getready.qld.gov.au) for information on preparing for disasters
  - talk to your **local council** to find out about Get Ready Queensland initiatives.
-  **Community groups and organisations** can strengthen our resilience through improved social networks:
  - organise or participate in activities to get ready for disasters
  - engage with local governments to collaborate on preparedness activities and events.
-  **Local governments** can strengthen our resilience by leading, driving and coordinating local activities through Local Disaster Management Groups and District Disaster Management Groups:
  - contribute to the development of local and regional resilience and recovery plans
  - talk to the Queensland Government about developing a community resilience assessment and a prioritised resilience action plan.
-  **Businesses** can strengthen our resilience through business continuity planning:
  - be prepared with a business continuity plan to identify and prevent risks where possible and identify how to respond and recover if disaster occurs
  - visit Get Ready Queensland at [www.getready.qld.gov.au](http://www.getready.qld.gov.au) for information on preparing a business continuity plan.
-  **Tertiary sectors** can strengthen our resilience by making research accessible to the community:
  - undertake relevant research that is accessible to the community
  - collaborate with the Queensland Government and contribute to our ongoing cycle of learning.
-  **Queensland Government** departments and agencies can strengthen our resilience by managing uncertainty and stepping in when local capacity has been reached:
  - provide assistance to local governments through Local and District Disaster Management Groups to co-design and co-deliver local and regional resilience plans that address risk, capability and local priorities
  - assist local governments with resilience policy and delivery of frontline services
  - talk to the Queensland Reconstruction Authority about ways your department can be part of Resilient Queensland.
-  **The Australian Government** can strengthen our resilience by working to the roles and responsibilities as outlined in the National Strategy for Disaster Resilience:
  - work with all partners to develop resilience policy informed by research priorities
  - provide a safety-net for impacted Queensland communities through the Natural Disaster Relief and Recovery Arrangements
  - provide funding through the Natural Disaster Resilience Program and other resilience related funding.

 **Do you need an Interpreter?**  
If you need an interpreter to assist you in understanding this document, please call **13 QGOV (13 74 68)**.

### More information

 Visit [www.qldra.org.au/ResilientQueensland](http://www.qldra.org.au/ResilientQueensland)

 Contact the **Queensland Reconstruction Authority** on 1800 110 841

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**Cir Mary Lyons-Buckett**  
**Insights from recent attendance at the**  
**Floodplain Conference**  
**29 May - 1 June 2018**

Some issues did arise during the conference which are more like a small list of questions/actions we could be getting on with. These were mainly things arising in the Councillor session at the conference but I feel they are all pertinent to current matters being considered by the Committee, Council or the Taskforce.

1. To what extent are local schools covering flood management as part of their syllabus? (It was mentioned that in the Maitland area, and presumably other areas as well, students are taught about flooding and how to prepare for floods including preparing a management plan etc.) If this is not occurring here could we please follow up and see if it can be introduced as it is apparently part of the syllabus, and it would form part of any wider education/awareness strategy.
2. Can we please write to the State and/or Federal government on the following matters? It will be much more advantageous to get answers to questions like this prior to any event actually occurring or maximise our preparedness:
  - (a) To seek an exemption from paying the waste disposal levy to Government in the event of natural disasters? A northern Council was faced with an enormous cost when cleaning up the debris after their last flood (especially from their CBD) and due to the enormous cost this would have been it resulted in them trucking their waste interstate for disposal which is an undesirable outcome. Having such an exemption (or partial exemption) in place would be a reassurance should we ever be faced with this predicament.
  - (b) To seek clarification from the state and federal governments regarding funding and what conditions would apply to such funding for restorative roadworks after a flood event? Having identified this as a dilemma post-major flooding in Lismore, it would be good to have an idea of the process involved. A situation emerged in that region where because of the large amount of roadworks required to be carried out, and the funding having the condition that only certain contractors could perform this work, it was very slow to get roads back into usable condition. Also council teams were unable to perform the work under this funding. It is imperative we are clear on how any post-flood restorative works would be carried out.
  - (c) Can we formally invite the Local Member for discussions re flood-related issues or to attend a Committee meeting?
3. Increase in engagement and advocacy re flood issues:
  - (a) Can we join forces with other Council areas in the catchment to lobby the State Government prior to the state election about uniform markers and guides to illustrate flood heights (could be part of flood taskforce work already?) and also to generally discuss issues about flooding across the LGA areas.
  - (b) Can we please investigate having council reps attend the course offered by UTS on flood and land use planning?
  - (c) Can we have some specific information regarding the dual use of dams for flood mitigation and water supply, and what information about the Wivenhoe Dam acting in this dual capacity was concluded after the Brisbane floods?
  - (d) With regard to the FMA, can we monitor their output of media information and replicate media releases put out by the FMA and, when appropriate and applicable, resend with local emphasis to local press to ensure coverage of flood related matters? Also ensuring we regularly write to local and national press on such issues to keep the awareness going.

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- (e) Can we write to the National Real Estate Institute about the importance of flood -related matters? There was some discussion regarding their resistance to adequately disclose flood-related information and resistance to visual markers etc. for fear of turning off potential purchasers, but it is extremely important for anyone purchasing in any flood-affected areas.
- (f) Can we please invite reps from the Insurance Council of Australia to address the Floodplain Risk Management Advisory Committee and the Heritage Advisory Committee?

**Cir Mary Lyons-Buckett**  
**Mayor, Hawkesbury City Council**

The meeting terminated at 6:31pm.

**oooO END OF REPORT Oooo**

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**Item: 185**                      **ROC - Local Traffic Committee - 09 July 2018 - (80245)**

**Directorate:**                      Infrastructure Services

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**PURPOSE OF THE REPORT:**

The purpose of this report is to present the Minutes of the Local Traffic Committee, held on 9 July 2018. The Local Traffic Committee is not a Committee of Council but a Statutory Committee.

**RECOMMENDATION SUMMARY:**

The matters contained within the attached minutes of the Local Traffic Committee have no policy or financial implications to Council. The recommendations contained in the attached minutes be adopted by Council.

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**REPORT:**

**Discussion**

The Local Traffic Committee met on 09 July 2018 and discussed the following items:

- Special Event Traffic - All Holden Day - Holden Display Day 2018 - August 2018
- Traffic Matter - Proposed Pedestrian Refuge Islands - Shared Pathway Construction - Berger Road and Stewart Street, South Windsor

**RECOMMENDATION:**

That the minutes of the Local Traffic Committee held on 09 July 2018 be received and the recommendations therein be adopted and noted.

**ATTACHMENTS:**

**AT - 1**     Minutes - Local Traffic Committee - 09 July 2018

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**AT - 1 Minutes - Local Traffic Committee - 09 July 2018**

Minutes of the Meeting of the Local Traffic Committee held in the Large Committee Room, Windsor, on Monday, 9 July 2018, commencing at 3pm.

**ATTENDANCE**

**Present:** Mr Christopher Amit, Hawkesbury City Council (Chairman)  
Inspector Peter Jenkins, NSW Police Force  
Mr Steve Grady, Busways  
Ms Robyn Preston, Office of the Member for Hawkesbury

**Apologies:** Ms Tina Kaur, Roads and Maritime Services  
Councillor Peter Reynolds, Hawkesbury City Council

**In Attendance:** Ms Judy Wong, Hawkesbury City Council  
Ms Kaysie Cordi, Hawkesbury City Council  
Ms Cathy Mills, Hawkesbury City Council

Mr Christopher Amit advised the Committee that the position of Chair is to be undertaken in accordance with RMS (formerly RTA) Guidelines "Delegation to Councils for Regulation of Traffic" Section 5.3 which states that the meeting is to be convened by a Council Representative, either voting or non-voting. On this basis Mr Amit is to take up the position of the Chair for this meeting as agreed to with Councillor Reynolds.

The Acting Chairman Mr Amit tendered an apology on behalf of Ms Tina Kaur, RMS advising that Ms Tina Kaur, RMS concurred with recommendations as contained in the formal agenda and had granted proxy to himself to cast vote(s) on their behalf.

RESOLVED on the motion of Inspector Peter Jenkins, seconded by Ms Robyn Preston that the apologies be accepted.

**SECTION 1 - Minutes**

**Item 1.1 Confirmation of Minutes**

The Committee resolved on the motion of Inspector Peter Jenkins, seconded by Mr Christopher Amit that the minutes from the previous meeting held on Monday, 18 June 2018 be confirmed.

**Item 1.2 Business Arising**

There was no Business Arising from the previous minutes.

**SECTION 2 - Reports for Determination**

**Item: 2.1 LTC - All Holden Day - Holden Display Day 2018 - Hawkesbury Showground, Clarendon - (Hawkesbury) - (80245, 114515)**

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**REPORT:**

**Introduction**

An application has been received from All Holden Day Inc. seeking approval (in traffic management terms) to conduct the All Holden Day – Holden Display Day 2018 within the Hawkesbury Showground, Clarendon,



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on Sunday, 5 August 2018, which includes a 2 day Swap Meet to be held on Saturday, 4 and Sunday, 5 August 2018.

The event organiser has advised:

- The event has been held for the past 31 years.
- The event is a display day for all original and modified Holden vehicles.
- The event will be conducted between 6am and 5pm for both days.
- The Showground is located on Racecourse Road, with the Hawkesbury Racecourse and the Clarendon Railway Station located opposite.
- The event is located within the Hawkesbury Showground only.
- The event is expected to attract approximately 800 entrant's vehicles (capped) and 12,000 visitors.
- It is anticipated that most visitors will travel by car. They will park within the Hawkesbury Showground car parking area, and will be directed into the site via Gate 4, by accredited traffic controllers. Exit from the showground will be via Gate 1.
- There may be an increase to traffic flow on Hawkesbury Valley Way and Racecourse Road on the Sunday morning, with the majority of vehicles arriving between 6am and 8am. Traffic controllers will monitor queue lengths along Racecourse Road to ensure vehicles do not queue across the Railway tracks.

### **Discussion**

Racecourse Road intersects with Hawkesbury Valley Way near the northern boundary of the showground site, and intersects with Blacktown Road approximately 3.5 kilometres to the south. Racecourse Road is a minor rural road of approximately 3.5 kilometres in length with the full length being sealed. The event organiser is anticipating that a high proportion of traffic is expected from the Hawkesbury Valley Way intersection. Both Hawkesbury Valley Way and Blacktown Road are main arterial roads.

Traffic congestion is likely to be concentrated in Hawkesbury Valley Way, from where the majority of vehicles will queue to enter Racecourse Road, and in Racecourse Road, as vehicles queue to enter parking areas. It is likely that some vehicles, to avoid the congestion at Hawkesbury Valley Way, will travel towards the showground along Racecourse Road from the Blacktown Road intersection.

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 the Roads and Maritime Services - RMS (formerly RTA) as the event may impact on major traffic and transport systems and there may be low scale disruption to the non-event community.

The event organiser has submitted the following items in relation to the event: Attachment 2 (ECM Document Set ID No: 6219215):

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 (Roads and Maritime Services - RMS),
4. Traffic Control Plans (TCP),
5. Event and Parking Layout for the Showground,
6. Copy of the application to the NSW Police Force,

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7. Copies of correspondence forwarded to the NSW Police Force, NSW Ambulance Service, Windsor Fire Brigade (Fire & Rescue NSW) and SES,
8. VMS Location plan for Hawkesbury Valley Way.

**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, <http://www.hawkesbury.nsw.gov.au/news-and-events/events/organising-an-event2>, 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 Roads and Maritime Services - RMS (formerly RTA) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The All Holden Day – Holden Display Day 2018 event within the Hawkesbury Showground, Clarendon, on Sunday, 5 August 2018, which includes a 2 day Swap Meet to be held on Saturday, 4 August 2018 and Sunday, 5 August 2018 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 the Roads and Maritime Services - RMS (formerly RTA).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
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 and Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally Council has an events template which can be provided to assist in identifying and controlling risks);
- 4b. the event organiser is to assess the risk and address the suitability of the entire site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the site by the event organiser prior to preparing the TMP and prior to the event;
- 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;

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- 4d. the event organiser is to submit a Transport Management Plan (TMP) for the entire event incorporating the submitted Traffic Control Plans (TCP) to Council and the Roads and Maritime Services - RMS (formerly RTA) for acknowledgement and concurrence respectively;
- 4e. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 noting Council and the Roads and Maritime Services - RMS (formerly RTA) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;
- 4f. as the event requires traffic control on a public road, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy the road;
- 4g. 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;
- 4h. the event organiser is to advertise the event in the local press stating the entire extent of the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, two weeks prior to the event; a copy of the proposed advertisement to be submitted to Council (indicating the advertising medium);
- 4i. the event organiser is to notify the details of the event to the Richmond Fire Brigade (Fire & Rescue NSW) and NSW Rural Fire Service at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4j. the event organiser is to directly notify 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;
- 4k. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; a copy of the correspondence to be submitted to Council;
- 4l. 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:**

- 4m. access is to be maintained for businesses, residents and their visitors;
- 4n. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4o. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4p. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed for the event, during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);

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- 4q. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4r. 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.

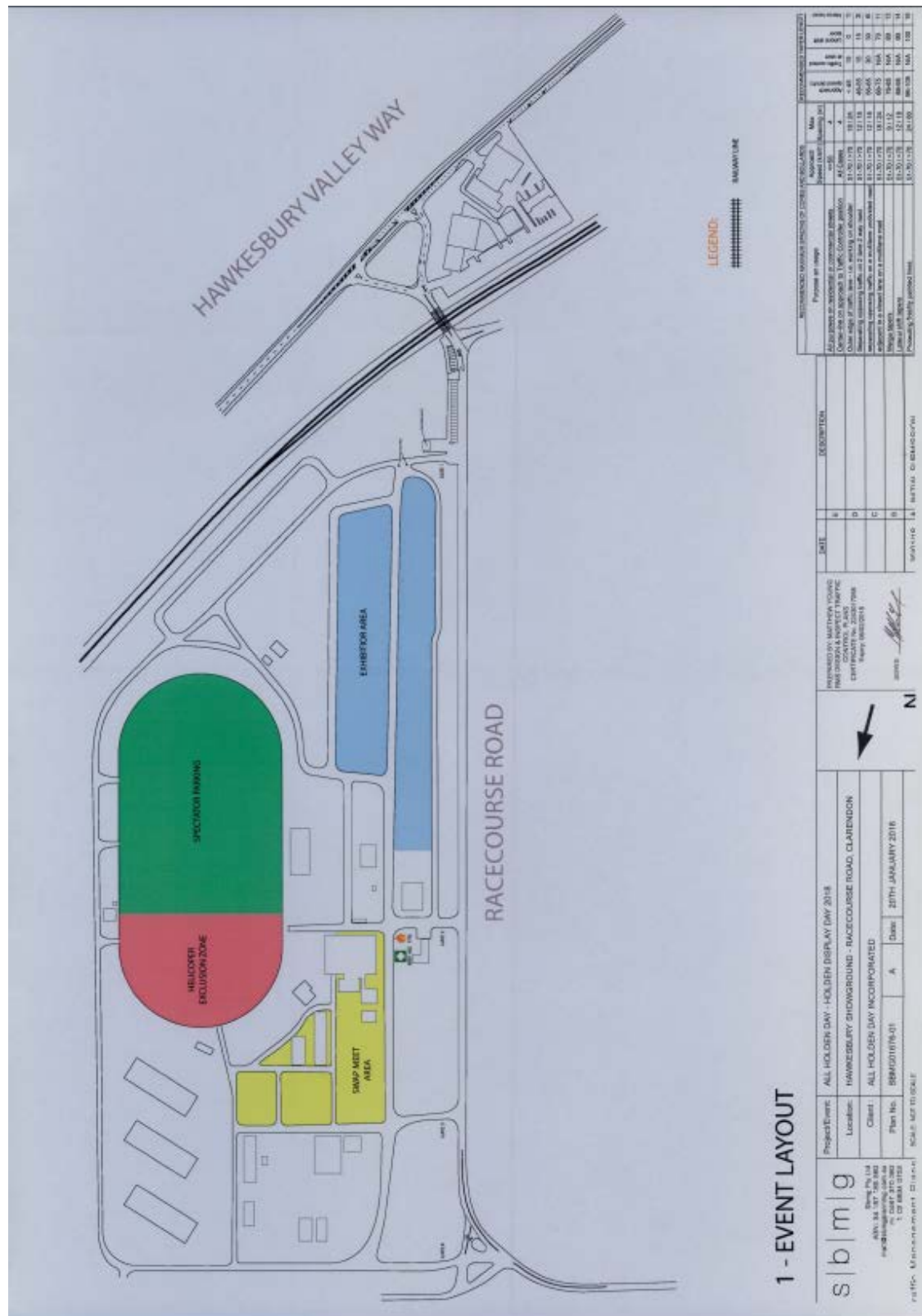
**APPENDICES:**

**AT - 1** All Holden Day – Holden Display Day 2018 - Event Layout Plan.

**AT - 2** Special Event Application – (ECM Document Set ID No: 6219215) - *see attached*

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**AT - 1 All Holden Day – Holden Display Day 2018 - Event Layout Plan**



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**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Inspector Peter Jenkins, seconded by Ms Robyn Preston.

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, <http://www.hawkesbury.nsw.gov.au/news-and-events/events/organising-an-event2>, 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 Roads and Maritime Services - RMS (formerly RTA) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The All Holden Day – Holden Display Day 2018 event within the Hawkesbury Showground, Clarendon, on Sunday, 5 August 2018, which includes a 2 day Swap Meet to be held on Saturday, 4 August 2018 and Sunday, 5 August 2018 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 the Roads and Maritime Services - RMS (formerly RTA).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
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 and Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally Council has an events template which can be provided to assist in identifying and controlling risks);
- 4b. the event organiser is to assess the risk and address the suitability of the entire site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the site by the event organiser prior to preparing the TMP and prior to the event;
- 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;

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- 4d. the event organiser is to submit a Transport Management Plan (TMP) for the entire event incorporating the submitted Traffic Control Plans (TCP) to Council and the Roads and Maritime Services - RMS (formerly RTA) for acknowledgement and concurrence respectively;
- 4e. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 noting Council and the Roads and Maritime Services - RMS (formerly RTA) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;
- 4f. as the event requires traffic control on a public road, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy the road;
- 4g. 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;
- 4h. the event organiser is to advertise the event in the local press stating the entire extent of the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, two weeks prior to the event; a copy of the proposed advertisement to be submitted to Council (indicating the advertising medium);
- 4i. the event organiser is to notify the details of the event to the Richmond Fire Brigade (Fire & Rescue NSW) and NSW Rural Fire Service at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4j. the event organiser is to directly notify 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;
- 4k. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; a copy of the correspondence to be submitted to Council;
- 4l. 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:**

- 4m. access is to be maintained for businesses, residents and their visitors;
- 4n. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4o. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4p. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed for the event, during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);

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- 4q. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4r. 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.

**Item: 2.2      LTC - Proposed Pedestrian Refuge Islands - Shared Pathway Construction - Berger Road and Stewart Street, South Windsor - (Hawkesbury) - (80245, 73621, 123265)**

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**REPORT:**

Council is currently constructing a shared path between Bligh Park and South Windsor. The route will link Bligh Park to South Windsor and utilise mainly 'Reserve' land as a safe means of passage that links several Hawkesbury family-friendly facilities, local primary schools and essential services.

The overall route is approximately 3 kilometres in length with construction commencing during the financial year of 2014/2015. The project is generally funded 50:50 between RMS and Council and based on the current levels of funding the project is expected to take in the order of 10 years to complete from its initial construction date.

The overall route extends from the intersection of Rifle Range Road and Porpoise Crescent / Arkell Drive, Bligh Park, along:

- the Berger Road Drainage Reserve in a north-easterly direction towards Berger Road and crossing Berger Road (Proposed Refuge Island),
- through the Berger Road Lake Reserve in a northerly direction, along Fairey Road, Penruddock Street and Pawson Place and across Berger Road (Proposed Refuge Island) to link with the Berger Road Reserve sporting fields,
- continue along Berger Road in a northerly direction and into the Berger Road Reserve travelling west and across Stewart Street (Proposed Refuge Island).
- At the Stewart Street crossing point the shared path will continue north along Stewart Street into Drummond Street, crossing Ham Street (Roundabout) past the South Windsor Netball Courts and across Mileham Street (Roundabout), Macquarie Street (Traffic Signals), George Street (Roundabout) to Church Street, South Windsor and Link to the South Windsor swimming complex.
- An alternate section of the shared path will continue from the Stewart Street crossing point in a westerly direction along the Batten Circuit Reserve towards Mileham Street, South Windsor.
- Details of the overall route are provided in attachment 1.

There are three locations which require Crossing Points, with two at Berger Road and one at Stewart Street. The Crossing Points will consist of Refuge Islands and will improve safety at these locations, as they reduce the distance for pedestrians crossing the road from four lanes to two lanes as well as providing a form of traffic calming through the site. The Refuges will consist of kerb and centre islands, with associated linemarking and parking restrictions as outlined in Attachment 2.

The location of the pedestrian Refuges are adjacent to Reserves and not affecting the frontage of any residents.



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**RECOMMENDATION TO COMMITTEE:**

That, pedestrian refuges be installed at Berger Road and Stewart Street, South Windsor as part of the shared path construction project between Bligh Park and South Windsor, and as outlined in Attachments 1 and 2 of the report.

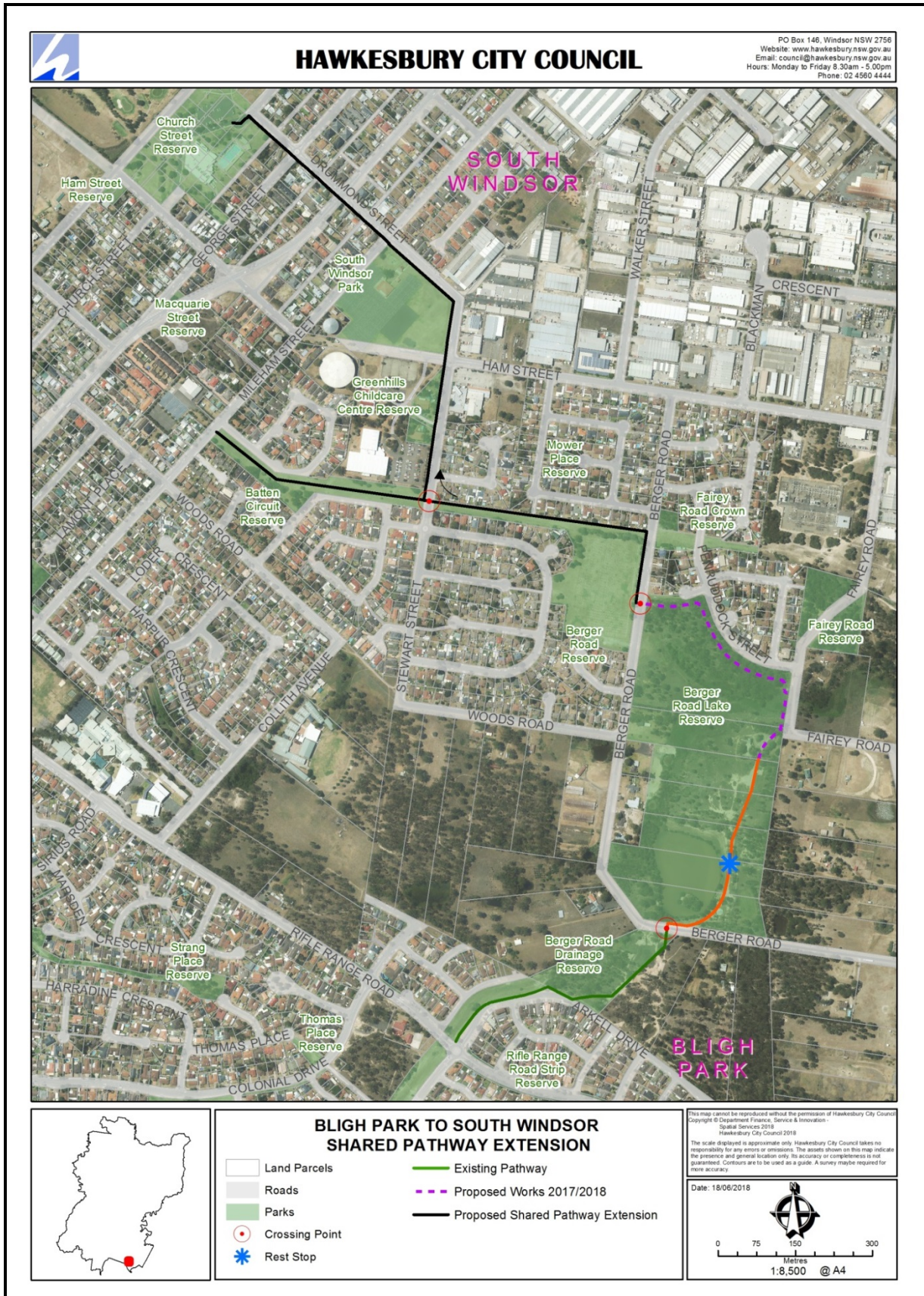
**APPENDICES:**

**AT – 1** Bligh Park to South Windsor Shared Pathway Extension

**AT – 2** Proposed Pedestrian Refuge Island Detail - Shared Pathway Construction

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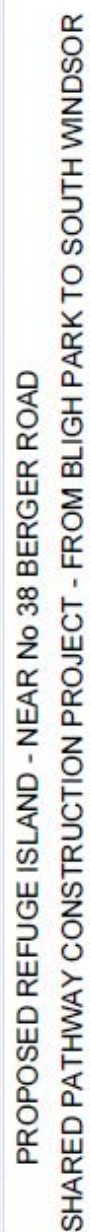
**AT – 1 Bligh Park to South Windsor Shared Pathway Extension**





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## **AT – 2 Proposed Refuge Island Detail – Shared Pathway Construction**



**ORDINARY MEETING**  
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**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Inspector Peter Jenkins, seconded by Ms Robyn Preston.

Support for the Recommendation:        Unanimous support

That, pedestrian refuges be installed at Berger Road and Stewart Street, South Windsor as part of the shared path construction project between Bligh Park and South Windsor, and as outlined in Attachments 1 and 2 of the report.

**SECTION 3 - Reports for Information**

There were 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, 13 August 2018 at 3pm in the Small Committee Room.

The meeting terminated at 4:10pm.

**oooO END OF REPORT Oooo**

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**SECTION 5 – Notices of Motion**

**Item: 186**                      **NM1 - Library Funding - (79351, 138880)**

**Previous Item:**            166, Ordinary, (10 July 2018)

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**Submitted by:** Councillor Reynolds

**NOTICE OF MOTION:**

That:

1. Council notes:

- a) That the NSW Government's recent budget drastically cut library funding by \$5.275 million, an 18% reduction on 2017/2018 levels;
- b) That libraries in NSW receive less State funding than in any other State or Territory in Australia (8%);
- c) That these cuts will have an impact on Council's libraries, resources, staff and services and may impact greatest on the most disadvantaged in our community;
- d) The Hawkesbury Library Service has maintained service levels despite its operating costs being held constant over three financial years, while meeting mandated staff pay increases, updating its collection and maintaining high patron satisfaction scores. Remodelling of Windsor Library has been achieved using external grant funding.

2. Council write to:

- a) The Treasurer, The Hon. Dominic Perrottet, Member for Hawkesbury, expressing Council's dismay at these cuts, alerting him to the likely impacts on library services in his Local Government Area and requesting a meeting to discuss solutions;
- b) The Minister for the Arts and the Regional Cultural Fund seeking clarification of Council's eligibility for Regional Cultural Fund Round 2 grants for regional library public infrastructure funding;
- c) The President of the NSW Public Libraries Association, Mr Dennis Tout, informing him of the above actions and stating Council's support of their campaign to restore funding to public libraries in NSW.

**BACKGROUND:**

The 2018/2019 State budget cuts State Library of NSW funding for public libraries by \$5.275 million. This is part of an ongoing burden of cost shifting from the NSW Government onto local councils. In cutting this funding the State Government has ignored the recommendation of its own expert panel, the Library Council of NSW which, in consultation with the State Library of NSW and the NSW Public Libraries Consultative Committee, recommended an increase in public library funding to \$30 million in 2018/2019. Public library grant funding has now been transferred to the Regional Cultural Fund with \$5 million being available to regional and rural councils/libraries for library infrastructure projects. It is unknown whether Hawkesbury is deemed regional or metropolitan for the purposes of this funding. The exclusion of metropolitan councils/libraries from this grant program is not supported by either the NSW Public Libraries

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Association or its country members. This move not only disadvantages metropolitan councils/libraries, but also threatens future infrastructure projects in city locations for which state grant funding has often been the catalyst.

Hawkesbury Council's libraries provide a highly regarded service, ranked 1 on our community satisfaction survey. They provide education and support services for all residents, from toddler reading time to tech support classes for seniors, as well as free internet, computers and subsidised printing costs. They provide safe spaces, are integral to our climate resilience program and facilitate community engagement and outreach. Recent refurbishments to Windsor Library have been possible through State Library Grants funding, allowing Council to continue to offer an excellent service within a constrained budget.

**NOTE FROM MANAGEMENT**

Council, at its meeting on 10 July 2018, considered the Notice of Motion above and resolved as follows:

*"That:*

1. *The consideration of the matter be deferred to the next Council Meeting to enable a Councillor Briefing to take place on this matter.*
2. *Councillors correspond with each other in relation to the wording of a proposed alternate motion."*

During debate on the matter, Councillors requested further information on the material distributed by the NSW Public Libraries Association and the 'Renew Our Libraries' initiative. Accordingly, Councillors were provided with the information requested at the Councillor Briefing Session held on 24 July 2018.

A draft motion has been presented for discussion and finalisation by Council.

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF NOTICE OF MOTION Oooo**



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**Item: 187**                      **NM2 - Pensioner Rates Rebate for Self-Funded Retirees - (138882)**

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**Submitted by:** Councillor Wheeler

**NOTICE OF MOTION:**

That Council Officers prepare a report to Council providing details regarding options that could be investigated to extend the Pensioner Rebates for Rates and Charges to self-funded retirees.

**BACKGROUND:**

Council currently provides a Pensioner Rebate of up to \$250 applicable to Rates and Domestic Waste Charges. The Rebate is partly funded by the NSW State Government and partly by Council. Currently, eligibility for the Rebate is stipulated by Local Government Act 1993 and associated Regulations and is based on the Social Security Act 1991 definition of a Pensioner. The current eligibility criteria result in self-funded retirees not being able to access the Rates Rebates.

Self-funded retirees face the same issues, including limited income and the rising cost of living, as Pensioners. However, currently cannot access the same level of assistance. Council recognises this is a significant challenge experienced by many ratepayers in the local government area and should therefore investigate options available to provide this assistance.

**FINANCIAL CONSIDERATIONS:**

There are no financial implications applicable to this report.

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF NOTICE OF MOTION Oooo**

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**Item: 188**                      **NM3 - Royal Commission into Transport for New South Wales - (138885, 79351)**

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**Submitted by:** Councillor Ross

**NOTICE OF MOTION:**

That:

1. Council, due to ongoing concerns regarding the planning and execution of the proposed Windsor Bridge replacement project, the recent planning debacle associated with the Bells Line of Road Corridor, and uncertainty regarding the purpose of funding allocated in the New South Wales State Budget for a “third crossing” of the Hawkesbury River, join the 24 community organisations who, at a public rally in historic Thompson Square Windsor, on Sunday 22<sup>nd</sup> July, called upon the New South Wales State Premier, the Honourable Gladys Berejiklian, to institute a Royal Commission into all aspects of the operations of both Transport for New South Wales and Roads and Maritime Services.
2. The Royal Commission be charged with responsibility for investigating and making recommendations regarding:
  - (a) The failure of relevant government agencies to have in place coherent, timely and strategic plans for the movement of goods and people throughout the State of New South Wales and beyond;
  - (b) Failure of projects deemed State Significant to be subject to meaningful consideration by the community, in terms of either merit, or heritage preservation;
  - (c) Failure of the EIS (Environmental Impact Statement) process to be open to genuine community consultation and not subject to political interference;
  - (d) Other matters, as raised in the proposed terms of reference (attached as Attachment 1 to this Notice of Motion).
3. These matters be communicated to the Premier of New South Wales and Leader of the Opposition (draft letters attached as Attachment 2 to this Notice of Motion) and subsequently to the community via a media announcement (draft announcement attached as Attachment 3 to this Notice of Motion).

**ATTACHMENTS:**

- AT – 1**       Terms of Reference – Call for a Royal Commission into the Planning and Delivery of Transport Infrastructure in New South Wales
- AT – 2**       Draft letters to the Premier of New South Wales and Leader of the Opposition
- AT – 3**       Draft Public Information Statement

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**AT – 1      Terms of Reference – Call for a Royal Commission into the Planning and Delivery of Transport Infrastructure in New South Wales**

**CALL FOR A ROYAL COMMISSION INTO THE  
PLANNING AND DELIVERY OF TRANSPORT INFRASTRUCTURE  
IN NEW SOUTH WALES.**

**PREAMBLE**

Far too many NSW communities are fighting bad infrastructure plans.

Transport infrastructure planning and delivery is one of the most contentious issues in the State today. Third-rate plans are forced upon communities, regardless of protests and objections. Heritage is being destroyed at an unprecedented rate. There are concerns about the level and nature of investment in public transport. Vehicles are given precedence over people.

There is a lack of vision, or acknowledgement of future constraints in the development of infrastructure plans. The timing of infrastructure projects remains contentious, with such investment tied to property development.

There is increasing cynicism in the community regarding the motivations of the government, its agencies and indeed individuals within agencies in relation to infrastructure projects and a perception Government expenditure is made on behalf of an elite minority, rather than in the best interests of the community as a whole.

There is extraordinary pressure on communities to become knowledgeable on matters and issues previously the domain of government experts, who were paid for from the public purse to provide unbiased, independent and objective public expertise. However, the system has become so corrupted (in the sense of multiple incremental changes with possibly unintended consequences), the community can no longer rely on public sector expertise.

Complexity is increasing in an out-of-control spiral with agencies engaging in tactics which marginalise community objections and communities, increasingly cynical about public infrastructure projects, becoming (reluctantly) better organised, informed and empowered to fight bad projects.

Tens of thousands of hours are spent decoding the deliberately obscure language of project papers and researching matters crucial to understanding and fighting Government decisions that destroy homes and fracture communities.

All over NSW, communities are fighting the very people charged with acting in their best interests. And as people fight for simple justice, the Government changes laws, tightens its grip on power and attempts to muffle community voices.

This is not about any one protest. It is about the very future of this State. It is about a solution-focussed call for a Royal Commission into Transport for NSW and the RMS; relevant legislation (for example, State Significant Infrastructure (SSI) and Compulsory Acquisition); the funding and delivery of public transport infrastructure and public transport services; and making sure NSW is "fit for the future".

Call for a Royal Commission into the

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**CALL FOR A ROYAL COMMISSION INTO THE  
PLANNING AND DELIVERY OF TRANSPORT INFRASTRUCTURE  
IN NEW SOUTH WALES.**

To the Premier of NSW,

Bell's Line of Road Community Action Group, BLORCAG  
Community Action Alliance NSW, CAAN  
Community Action For Windsor Bridge, CAWB  
No Westconnex: Public Transport (NoW PT) representing:  
· Camperdown Residents Against WestConnex (CRAW)  
· EcoTransit  
· Leichhardt Against WestConnex (LAW)  
· No WestConnex Annandale  
· Rozelle Against WestConnex  
· Save Ashfield Park  
· WestCon Community Action Group, Haberfield and Ashfield Chapter  
· Wolli Creek Preservation Society,  
North Richmond District Community Action Alliance  
Riverstone Schofields Chamber of Commerce

Supported by:  
Cyclists Against WestConnex (CAW)  
Hawkesbury Residents and Ratepayers Association, (HRRA)  
Healthy Transport for Beautiful Cities  
Heritage Act  
Kogarah Residents' Association Incorporated  
NSW Heritage Network Inc.  
Restore Inner West Line - Liverpool Via Regents Park  
Save Beecroft Cheltenham Alliance  
Save Epping's Forest Park Action Group

Call for a Royal Commission into the planning and delivery of transport infrastructure in New South Wales; this independent inquiry to be given inquisitorial powers and responsibility for:-

- 1.) Making recommendations with regard to,
  - i. Whether Transport planning policies are supporting NSW economically, environmentally and socially, including the planning and delivery of public transport;
  - ii. The influence of the private sector on transport planning decisions and the privatisation of public roads;
  - iii. The impact of State Significant Infrastructure legislation in relation to heritage and the environment;
  - iv. The use of compulsory acquisition orders, with particular reference to changes made to the relevant legislation in 2016;
  - v. The probity risks associated with both planning and delivery of major transport infrastructure projects being managed through a single agency;

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- vi. Budget and Treasury policies and processes for Capital funding of transport infrastructure projects and agency compliance with those policies and processes;
- vii. Procurement practices, including any inclusion and non-disclosure of 'shortfall' and 'no competition' clauses in SSI project contracts and whether such inclusions and concomitant non-disclosure is contrary to the public interest.
- viii. Value for money achieved by transport projects in NSW, in comparison with relevant international standards;
- ix. Agencies most at risk of cost overruns and contract variations.
- x. Existing methods of informing the community, particularly those directly impacted, about relevant projects as well as end-to-end consultation and communication processes,
- xi. The use of GIPA provisions by Government agencies, such as Transport for NSW and whether processing charges create a pay wall, inimical to the intent of the Act.

2.) Exploring and if necessary, making recommendations on:

- xii. Other relevant issues, which may arise in the course of the Inquiry.

**GENERAL CONDITIONS**

It is contended the very broad coercive powers of a Royal Commissioner may be required to defeat protective systems that may shield public officials from conventional investigation. The Inquiry therefore to have coercive statutory powers: the Warrant granting immense investigatory powers, including summoning witnesses under oath, offering of indemnities, seizing of documents and other evidence (including those normally protected, such as classified information), holding hearings in camera if necessary, and if necessary, compelling all government officials to aid in the execution of the Commission.

Inquiry recommendations to be made public, with implementation monitoring similar to that of Victoria, where statutory implementation monitors report publicly on the government's implementation of Royal Commission recommendations; increasing accountability and, ultimately, the value derived from the Inquiry. This is to be achieved through appropriate statutory or legislative mechanisms, established prior to the commencement of the Royal Commission.

It is anticipated this inquiry will attract significant media and public attention and it is accordingly requested all public hearings be live-streamed and transcripts published.

**NEED FOR A ROYAL COMMISSION**

Throughout the greater Sydney region and across NSW there are communities actively protesting against current transport infrastructure projects. There is considerable disquiet in the community regarding transport infrastructure expenditure, the use of certain legislation to the disadvantage of local communities and individuals, with no perceptible state wide strategic advantage. In fact in some cases projects are compounding existing transport problems.

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**SPECIFIC CONCERNS**

**BLORCAG Bells Line of Road Corridor**

We are greatly concerned that major infrastructure planning in the Hawkesbury to date has been primarily influenced by the concerns of Developers and to the benefit of the Central West, with minimal consideration given to the impact of, and benefit to, the communities and environment through which they pass.

We feel that the consultation process with, and information provided to, communities affected by the BLOR-CCC was inadequate. This flawed process caused severe stress and, in a significant minority of individuals, resulted in adverse mental and physical health effects. In particular, several individuals voiced thoughts of self-harm/suicide.

We remain extremely concerned about the inadequacy of compensation provided to those whose properties are acquired as a result of infrastructure planning in New South Wales. Most individuals affected by these projects do not wish to move from their home and their lives are focused in and around the area in which they live. This applies to the distance from their workplace, to local schools or other essential services. In addition, property is a major part of an individual's assets in most cases and thus the provision of true Market Value, or even 'like for like' housing replacement, is crucial for their ongoing financial and social wellbeing.

**CAWB Windsor Bridge Replacement**

- The Government's plans will not deliver what has been promised.
- Decisions are made and approvals granted in advance of required documentation.
- There will be irreversible damage to precious colonial artefacts and extremely significant heritage landscapes.
- The cost of the project has gone from \$25million to at least \$136million and evidence suggests this figure will continue to rise.
- Financial and procurement practices do not appear to be compliant with published government policy.
- There is a culture of secrecy.
- Community consultation has been a sham.
- The community has been forced to defend itself against an inappropriate development sponsored by its own government.
- Increasingly draconian responses to opposition and protest against the project are observable.
- Significant business disruption and loss of income is anticipated during construction.

**NRDCAA**

Our concern is NRDCAA, CAWB, Richmond Market Place and Kurrajong Action Group met with Transport NSW on 30th June 2015 re transport corridors. At the end of the meeting it was agreed the agency would come back to us within 12 months. They did not. The corridors were announced on March 26, 2018.

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**No Westconnex: Public Transport**

The Westconnex Tollway will:

- waste more than \$20 billion on roads, when \$10 billion could create enough public transport to meet all of Sydney's needs for decades,
- increase traffic on local feeder roads,
- increase harmful air pollution and smoke stacks in suburbs,
- increase truck movements through the inner west to port botany,
- create havoc for years during construction
- increase the tolls you pay,
- delay long overdue investment in better public transport,
- do nothing to reduce traffic congestion in the medium to long term.

**OTHER CONCERNS**

Further general concerns include:

- Sydney light rail sub-contractor Acciona is reportedly seeking additional \$1.1 billion
- Queensland-based VAC Group is seeking more than \$4 million - plus damages - from the NSW Government
- CPB Contractors (previously Leightons) is seeking an extra \$1 billion for "variations" in building the second stage of WestConnex due to planning approval delays.

Transport for NSW and agencies such as the RMS are causing destruction that can never be repaired; compromising current and future economic development through poorly designed and unnecessarily expensive transport solutions that fail to meet even the most basic community expectations of a responsible government.

The current system not only fails to deliver technically competent infrastructure designs, it fails to aspire to excellence in design, innovation, vision or a genuine balancing of community ambitions. Its failures come at a financial cost that is unsustainable.

The proposed inquisitorial inquiry is in response to a growing crisis of confidence in decision-making related to these very large public investments, and in order to restore government legitimacy and public trust.

Signed by:

Angela Wallington and Kathryn Williams, Bell's Line of Road Community Action Group, BLORCAG

[Name TBA], Community Action Alliance NSW, CAAN

Harry Terry, Community Action For Windsor Bridge, CAWB

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Andrew Chuter and Chris Elenor, No Westconnex: Public Transport, NoW PT

Beatriz Insausti, North Richmond District Community Action Alliance, NRDCAA

Kurt Hippe,  
Riverstone Schofields Chamber of Commerce

**SUPPORTERS**

- **Cyclists Against WestConnex (CAW)**

- **Hawkesbury Residents and Ratepayers Association, (HRRA)**

The membership of HRRA calls on all political parties to support the establishment of a Royal Commission into the planning and delivery of transport infrastructure in New South Wales.

For too long now, residents of the Hawkesbury have endured appallingly low levels of State investment in transport infrastructure. When funding is made available it is often directed at the wrong projects, due to the government's refusal to listen to the wishes of the local community and public transport almost non-existent.

*Venecia Wilson, President*

- **Healthy Transport for Beautiful Cities**

- **Heritage Act**

Heritage Act deplores the cavalier attitude of Roads and Maritime Services towards Australian historic heritage and archaeological and cultural heritage of First Nation people.

*Jenny Lloyd, Coordinator*

- **Kogarah Residents' Association Incorporated**

We support this call for a Royal Commission, as our government has the task of establishing our heritage values and must be prepared to listen to a wide range of stakeholders with changes made to the state's transport infrastructure. This is not only for heritage conservation, but for the well being of our communities.

*Peter Sangster, President*

- **NSW Heritage Network Inc.**

We give our utmost support for this call for a Royal Commission into transport infrastructure, as the community deserves an active role. The sheer mass and scale of the transformations currently underway are perhaps the most important heritage issue to be confronted across the State. We hope this will encourage a process of participatory decision-making, in which all

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levels of government play the role of facilitators and community collaborators rather than exclusive decision makers.

*Leesha Payor, Honorary Secretary*

- **Restore Inner West Line - Liverpool Via Regents Park**
- **Save Beecroft Cheltenham Alliance**
- **Save Epping's Forest Park Action Group**

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**AT – 2     Draft letters to the Premier of New South Wales and Leader of the Opposition**

Dear Premier,

On the Sunday, 22 July 2018 communities from across New South Wales joined together to call upon you to institute a Royal Commission into Transport Infrastructure Planning and Delivery in New South Wales.

Such a call is almost unprecedented and historic in nature. To date 24 community groups have put their names to this request. The numbers will undoubtedly grow due to rising concern in the community regarding the conduct of agencies delivering, in particular, transport infrastructure.

In light of the serious concerns associated with the delivery of transport infrastructure in the Hawkesbury region, Hawkesbury City Council joins these groups in requesting a Royal Commission and additionally asks the Commission be charged with responsibility for investigating:

1. The failure of relevant government agencies to have in place coherent, timely and strategic plans for the movement of goods and people throughout the State of New South Wales and beyond.
2. Failure of projects deemed State Significant to be subject to meaningful consideration by the community, in terms of either merit, or heritage preservation.
3. Failure of the EIS process to be open to genuine community consultation and not subject to political interference.
4. Other matters, as raised in the attached proposed Terms of Reference

As the level of funding associated with these works is already significant and major cost increases continue to occur it is considered the implementation of such an Inquiry is extremely urgent. Accordingly we look forward to your timely response to this request.

Yours sincerely

8/10

**ORDINARY MEETING**  
**SECTION 5 – Notices of Motion**  
**Meeting Date: 31 July 2018**

Dear Mr Foley,

On the Sunday, 22 July 2018 communities from across New South Wales joined together to call upon Premier Berejiklian to institute a Royal Commission into Transport Infrastructure Planning and Delivery in New South Wales.

Such a call is almost unprecedented and historic in nature. To date 24 community groups have put their names to this request. The numbers will undoubtedly grow due to rising concern in the community regarding the conduct of agencies delivering, in particular, transport infrastructure.

In light of the serious concerns associated with the delivery of transport infrastructure in the Hawkesbury region, Hawkesbury City Council joins these groups in requesting a Royal Commission and additionally asks the Commission be charged with responsibility for investigating:

1. The failure of relevant government agencies to have in place coherent, timely and strategic plans for the movement of goods and people throughout the State of New South Wales and beyond.
2. Failure of projects deemed State Significant to be subject to meaningful consideration by the community, in terms of either merit, or heritage preservation.
3. Failure of the EIS process to be open to genuine community consultation and not subject to political interference.
4. Other matters, as raised in the attached proposed Terms of Reference

As the level of funding associated with these works is already significant and major cost increases continue to occur it is considered the implementation of such an Inquiry is extremely urgent.

Hawkesbury City Council would accordingly appreciate a response indicating your commitment to such an Inquiry.

Yours sincerely

9/10

**ORDINARY MEETING**  
**SECTION 5 – Notices of Motion**  
**Meeting Date: 31 July 2018**

**AT – 3     Draft Public Information Statement**

Public Information Statement

On the Sunday, 22 July 2018 communities from across New South Wales joined together to call upon the Premier to institute a Royal Commission into Transport Infrastructure Planning and Delivery in New South Wales.

Such a call is almost unprecedented and historic in nature. To date 24 community groups have put their names to this request.

In light of the serious concerns associated with the delivery of transport infrastructure in the Hawkesbury region, Hawkesbury City Council joins these groups in requesting a Royal Commission and additionally asks the Commission be charged with responsibility for investigating, in particular:

1. The failure of relevant government agencies to have in place coherent, timely and strategic plans for the movement of goods and people throughout the State of New South Wales and beyond.
2. Failure of projects deemed State Significant to be subject to meaningful consideration by the community, in terms of either merit, or heritage preservation.
3. Failure of the EIS process to be open to genuine community consultation and not subject to political interference.

As the level of funding associated with these works is already significant and major cost increases continue to occur, the implementation of such an Inquiry is extremely urgent. Accordingly Council has requested advice from both the Premier and Leader of the Opposition regarding their positions on this matter.

Council will promptly advise the community as replies are received.

10/10.

oooO END OF NOTICE OF MOTION Oooo

**ORDINARY MEETING**  
**Questions for Next Meeting**  
**Meeting Date: 31 July 2018**

**QUESTIONS FOR NEXT MEETING**

**Item: 189**                      **Councillor Questions from Previous Meetings and Responses - 8 May 2018 - (79351)**

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**REPORT:**

Responses to Questions in relation to previous Questions for the Next Meeting - 8 May 2018 were provided and the additional follow up question was asked.

#	Councillor	Question	Response
3	Ross	Councillor Ross referred to Question 3 and enquired if the owner of the Yarramundi Soccer Fields is required to comply with the relevant Australian Standards or conditions of approval for the installation of floodlights.	<p>The Acting Director City Planning advised Field lighting at 118 Inalls Lane Richmond (which is a private facility) was approved under DA0982/06. Under Condition 7 of the consent the illumination from the floodlights must comply with the requirements of Australian Standard 4284 -1997 - Control of Obtrusive Light. Condition 6 requires that the lighting shall be directed in such a manner so that no nuisance is caused to adjoining properties or to drivers on surrounding. AS 4284-1997 primarily addresses light spill.</p> <p>Quotations are being sourced to undertake assessment of light spill against the Australian Standard. (This will be done in conjunction with the review of lighting at other sport facilities).</p> <p>Australian Standard 2560.2.3 - 2007 Specific Applications - Lighting for football (all codes) contains lighting recommendations and requirements specific to football to ensure that the ball is adequately illuminated at all times while in play. This is a voluntary standard and compliance with the Standard on privately owned land is not within Council's jurisdiction.</p>

**oooO END OF REPORT Oooo**

**ORDINARY MEETING**  
**Questions for Next Meeting**  
**Meeting Date: 31 July 2018**

**Item: 190**                      **Councillor Questions from Previous Meetings and Responses - 10 July 2018 - (79351)**

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**REPORT:**

**Questions - 10 July 2018**

#	Councillor	Question	Response
1	Zamprogno	Requested a progress report on the works for the resurfacing of the tennis courts in Wellesley Street, Pitt Town.	The Director Infrastructure Services advised that the resurfacing is anticipated to be undertaken in September, as minimum ground temperatures are required for the surface to adhere and cure.
2	Zamprogno	Requested an update on roadwork repairs and upgrades to Bathurst Street, Hawkesbury Street and Johnston Street, Pitt Town.	The Director Infrastructure Services advised that design work is currently being finalised for each of these projects. Works on the Johnston/Hawkesbury Streets intersection is expected to commence in late 2018 following service relocations. Works in Bathurst Street including the Hall Street intersection will commence in early 2019. Additionally works in Hall Street including Hawkesbury Street intersection are likely to be undertaken in conjunction with adjoining development works, with works anticipated to be commenced in late 2018 subject to developer timing.
3	Zamprogno	Requested an update on Development Application No. 0188/18 for 43 Bootles Lane, Pitt Town.	The Director City Planning advised DA0188/18 for construction of a new dwelling, swimming pool, and retention and reduction in height of existing site fencing was lodged on 2 May 2018. Following a preliminary assessment the applicant was requested to provide additional information on 28 May 2018. On 18 June 2018 the applicant requested further time to respond to Council. At the time of writing the additional information had not been received.

**ORDINARY MEETING**

**Questions for Next Meeting**

**Meeting Date:** 31 July 2018

#	Councillor	Question	Response
4	Zamprognio	Requested a status update on the list of 90 action items compiled by the General Manager after the Pitt Town Progress Association bus tour of Pitt Town on 16 August 2017.	<p>The General Manager advised that the Pitt Town Progress Association initiated a tour of Pitt Town in August 2017, at which time a list of 44 Action Items were recorded, including 72 photographs to confirm the details of the Action Items.</p> <p>Of the 44 Action Items, one involved the SES and 6 related to Roads and Maritime Service matters such as Pitt Town Road and Pitt Town Bypass.</p> <p>The remaining 38 Action Items were the responsibility of Hawkesbury City Council. Of the 38 Action Items, 14 have been addressed. A further 6 are under way and will take some time to conclude, and include Bathurst Street, missing link footpaths, an illegal fence and Cumberland Plain Woodland issues.</p> <p>18 of the original 38 Council Action Items remain outstanding.</p> <p>Council representatives continue to meet with the Progress Association to discuss the list of Action Items, with a further meeting scheduled for September 2018.</p>
5	Wheeler	Requested that Council look into providing new line markings at King Road, Wilberforce and at the corner of Baker Street and The Terrace, Windsor.	<p>The Director Infrastructure Services advised that sections of King Road between Wilberforce Road and No. 67 King Road will be reconstructed during the early part of 2019. Notwithstanding this, this section of road will be remarked to improve visibility. The line marking in The Terrace near Baker Street has been listed for remarking which also includes installation of raised pavement markers.</p>
6	Wheeler	Requested that the drainage at Bounty Reserve, Bligh Park, near Selkirk Place, be investigated.	The Director Infrastructure Services advised that repairs are currently underway.
7	Wheeler	Requested that the lane way at the end of Bounty Reserve, Bligh Park be cleaned up.	The Director Infrastructure Services advised that the area has been cleared of dumped rubbish.
8	Garrow	Enquired into residents receiving Parking Offence No.83618 for 'Stop heavy long vehicles parking longer than 1 hour' and sought specifications on this Offence.	<p>The Director City Planning advised the following:</p> <p>Offence Code 83618 relates to "Stop heavy/long vehicle longer than 1 hour". There are rules and</p>

**ORDINARY MEETING**  
**Questions for Next Meeting**  
**Meeting Date: 31 July 2018**

#	Councillor	Question	Response
			<p>sub-rules that relate to this offence that are summarised as:</p> <p>Heavy vehicles are vehicle with a Gross Vehicle Mass (GVM) of 4.5 tonnes and include: Road Trains, B-doubles, heavy articulated vehicles, buses and bendy buses etc. Heavy vehicles can only be driven by drivers with a Heavy Vehicle driver's licence. To obtain a heavy vehicles drivers licence you must complete a Heavy Vehicle Competency Based Assessment with an accredited Registered Training Organisation.</p> <p>Road Rules across Australia are governed by the Australian Road Rules, the relevant details of which are included in the Heavy Vehicle drivers Licence assessment.</p> <p>Road Rule 200 states:</p> <ol style="list-style-type: none"> <li>1. The driver of a heavy vehicle, or long vehicle, must not stop on a length of road that is not in a built-up area, except on the shoulder of the road.</li> <li>2. The driver of a heavy vehicle, or long vehicle, must not stop on a length of road in a built-up area for longer than 1 hour, unless the driver is permitted to stop on the length of road for longer than 1 hour by information on or with a traffic control device such as a sign.</li> </ol> <p>A Built-up area means an area in which either of the following is present for a distance of at least 500 metres or, if the length of road is shorter than 500 metres, for the whole road:</p> <ol style="list-style-type: none"> <li>a) buildings, not over 100 metres apart, on land next to the road,</li> <li>b) street lights not over 100 metres apart.</li> </ol>
9	Garrow	Requested clarification on the classification of Railway Road North, Mulgrave in respect to any parking signage or parking restrictions.	The Director Infrastructure Services advised that this area was not specifically signposted for parking other than statutory "No Stopping". The area is considered to be a built up area. See response to Question 8.



**ORDINARY MEETING****Questions for Next Meeting****Meeting Date:** 31 July 2018

#	Councillor	Question	Response
10	Rasmussen	Requested clarification on the legality of Coles branded trucks and trailers that are being parked in the Clarendon car park as their trucks are parking at that location on a regular basis.	<p>The Director City Planning advised there are no sign posted parking restrictions or heavy vehicle restrictions imposed that would prevent such vehicles from using the Clarendon car park. Council officers have inspected the site and note that the area is used by heavy / long trucks to drop their rear / front trailers before entering the town centres of Richmond and Windsor to make deliveries. Without such arrangement truck drivers would need to drop their trailers within local streets, potentially causing a traffic nuisance and taking up parking space.</p> <p>This matter is also being investigated, having regard for background to the provision of the carpark, legality of parking of various vehicle types and development approvals/conditions on other sites and pedestrian safety and this will be brought to a Councillor Briefing Session.</p>
11	Ross	Enquired as to whether a permit was in place for the burning off of rubbish at 8 Robertson Street, Kurrajong and if so, how many have been submitted in 2018.	The Director City Planning advised the NSW Rural Fire Service received notifications for burning between 30/06/2018 - 2/07/2018 and 2/06/2018 - 4/06/2018. A fire safety permit is not required at this time of year. The owner has advised Council officers that they have finished burning at the property.
12	Ross	Enquired if staff could further investigation the noise emissions complaint lodged in relation to a neighbour's air conditioner at Fairfield Avenue, Windsor.	The Director City Planning advises that an inspection was conducted on 16/07/2018. The concerned resident was contacted to get details about the type/level/duration of noise being experienced. In order to gather more information, the resident has agreed to contact Council's Environmental Health Officer when they are being affected by the noise so that Council can determine the appropriate course of action.
13	Ross	Requested an update on when the pedestrian crossing at Collith Avenue, South Windsor will be resurfaced.	The Director Infrastructure Services advised that the works have been completed during the school holidays, having previously been delayed by contractor availability.

**ORDINARY MEETING**  
**Questions for Next Meeting**  
**Meeting Date: 31 July 2018**

#	Councillor	Question	Response
14	Lyons-Buckett	Requested that the rules and guidelines for burning off be placed on Council's Facebook page and Website to remind residents of the necessary notification required.	<p>The General Manager advised that there is an existing link to the rules for Open Burning on the front page of the Council website under Popular Items. This page lists information on the Open Burning Conditions, Clean Air Regulation Terms and Conditions, Fire Safety Permits, Notifications, Failure to Comply and has an online form for residents to submit if they are planning on using the General Blanket Approval conditions to burn piles on their property  <a href="http://www.hawkesbury.nsw.gov.au/media/forms/open-burning">http://www.hawkesbury.nsw.gov.au/media/forms/open-burning</a></p> <p>This information and a link to the Council website was shared on the Hawkesbury City Council Facebook page on 1 April 2018 and again in response to this question on 11 July 2018.</p>

oooO END OF REPORT Oooo

**ORDINARY MEETING**  
**Confidential Reports**  
**Meeting Date: 31 July 2018**

**CONFIDENTIAL REPORTS**

**Item: 191**                      **SS - Lease to Wesley Community Services Limited - Suite 2, Deerubbin Centre, Level 1, 300 George Street, Windsor - (144638, 95496, 112106)**

**Directorate:**                Support Services

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**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.*

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**oooO END OF REPORT Oooo**



ordinary  
meeting

end of  
business  
paper

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