



Hawkesbury City Council

ordinary meeting business paper

date of meeting: 28 August 2018

location: council chambers

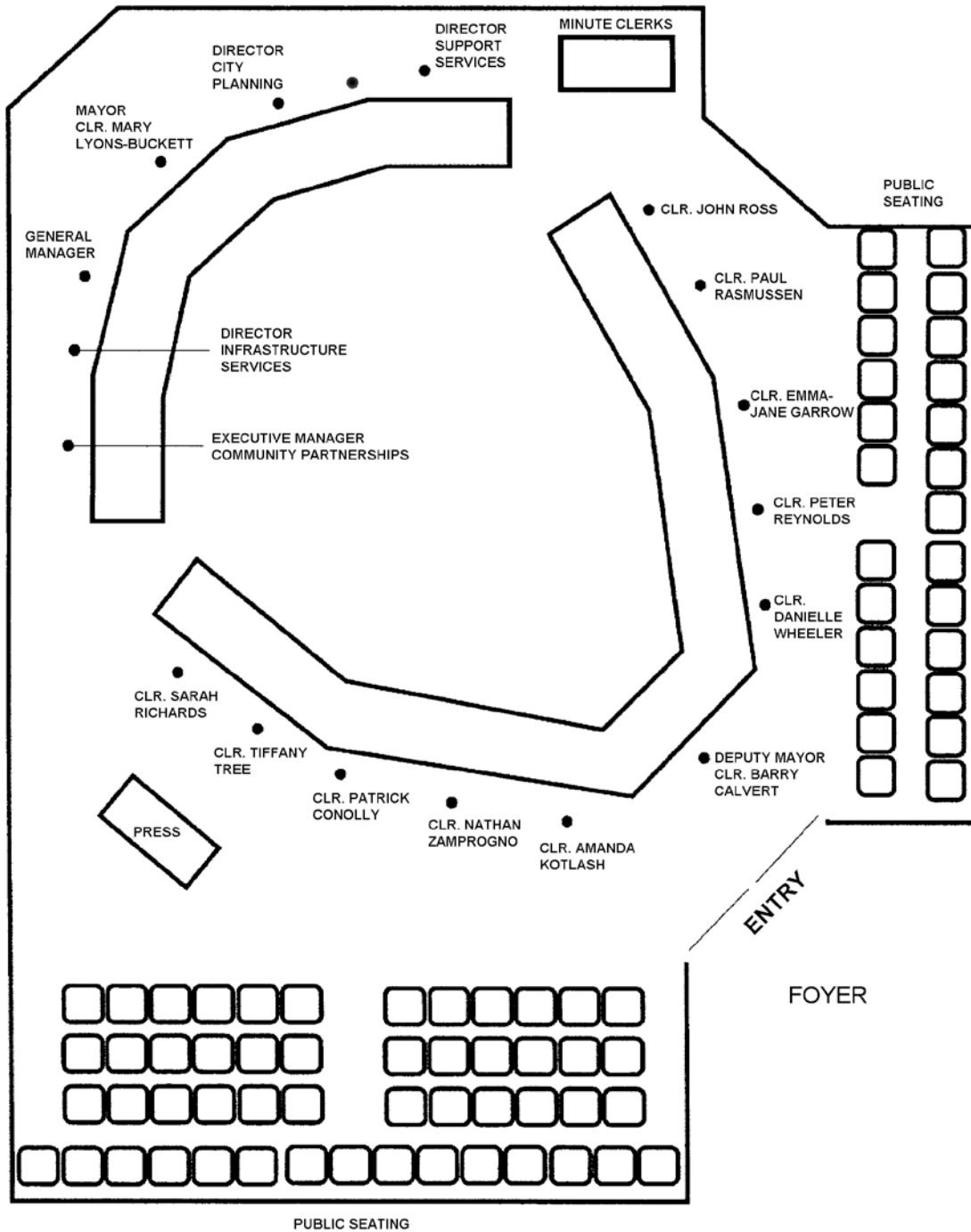
time: 6:30 p.m.



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
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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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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

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SECTION 2 – Mayoral Minutes

Item: 203 MM - Emergency Management Guide - (79351, 125612)

REPORT:

There are multiple initiatives underway towards strengthening resilience in our Local Government area and across the Greater Sydney region. Being prepared for disasters, whether they be flood, fire, storms, or incidents such as accidents, cyber-attacks, terrorism or epidemics, is essential to ensure the safety of our residents and to minimise impacts on our community, economy and infrastructure.

Whereas emergency services take responsibility for managing such events, it is important that individuals, households and businesses are as best prepared as possible. An Emergency Management Guide containing vital advice and contact numbers about what to do and where to go in an emergency provides a valuable tool to assist people prepare and withstand any incidents our community may face.

In any major incident the following may occur:

- Power outages
- Road closures
- Loss of communication including phone and internet
- Loss of water and sewer services
- Public health related issues

It is imperative that we are able to maintain some reliable form of communication with residents particularly:

- To deliver evacuation warnings
- To deliver warnings about dangers or public health issues
- To advise of road closures or hazards
- For those in mobile phone blackspots

Just last week we saw an early start to the bushfire season. Our RFS crews were fighting fires at several locations in the Hawkesbury area. Being winter, households may not have begun to implement their bushfire management plan, or taken steps to guarantee they had adequate available water on their properties. Whereas these fires did not require Council involvement, we endeavoured to ensure relevant information was provided to any callers seeking information and via our Facebook page.

However it was brought to our attention that when some residents turned to their usual mode of receiving such information, local community radio, this information was not being broadcast and the contact details for the broadcaster were not readily available. As there are currently three different broadcasters on the one radio bandwidth this resulted in confusion for listeners hoping to gain updates on the local fires. It is therefore preferable that a single broadcasting station, or at least a uniform approach to broadcasting emergency information be put in place. The value of such broadcasting is that with portable battery operated radios. People in mobile blackspots or without power can still receive information.

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RECOMMENDATION:

That Council:

1. Prepare an Emergency Management Guide similar to the attached example, 'Activate Wollondilly' after consultation with local emergency services and the Foundation for Rural and Regional Renewal.
2. Investigate funding options to assist the preparation of the Guide and any associated initiatives such as subsidisation of portable battery-operated radios.
3. Write to the Australian Communications and Media Authority expressing the importance of a single community radio licence being issued in the Hawkesbury LGA to ensure Community radio can be reliably utilised as a communication tool for messages to be delivered to residents, particularly in times of disaster.

ATTACHMENTS:

AT - 1 Wollondilly Emergency Management Guide (*distributed under separate cover*)

oooO END OF MAYORAL MINUTE Oooo

ordinary

section 3

reports
for determination

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SECTION 3 – Reports for Determination

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SECTION 3 – Reports for Determination

GENERAL MANAGER

Item: 204 **GM - Events Strategy - (79351, 79356)**

Previous Item: 125, Ordinary (29 May 2018)
 160, Ordinary (10 July 2018)

Directorate: General Manager

PURPOSE OF THE REPORT:

The purpose of this report is to consider the submission received in regard to the Hawkesbury City Council Events Strategy, August 2018 and to adopt the Strategy.

EXECUTIVE SUMMARY:

At the Council meeting on 10 July 2018, consideration was given to a report in relation to the Events Strategy.

Council resolved to endorse the Events Strategy and place it on public exhibition for a period of 28 days.

One submission was received during the exhibition period.

This report considers the submission and makes a recommendation to adopt the Events Strategy, 2018.

RECOMMENDATION SUMMARY:

The report recommends that Council adopt the Events Strategy, August 2018.

REPORT:

Context and Background

At the Council meeting on 10 July 2018 the Events Strategy was endorsed and placed on public exhibition for a period of 28 days.

Following the conclusion of the exhibition period one public submission was received. All of the suggestions made were primarily typographical errors which have been noted and the appropriate changes made. The amended Events Strategy, August 2018 is attached as Attachment 1 to this report.

Detailed History, including previous Council decisions

At the Council meeting on 29 May 2018, Council gave consideration to a report regarding the Events Strategy and resolved:

"That Council:

1. *Note the work carried out by staff in establishing events such as the 1867 Flood Commemoration and Australia Day on the Hawkesbury.*

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2. *Note that content of the Draft Events Strategy and its focus on encouraging community involvement in events, the capacity of the community and social interactions within the community.*
3. *Defer further consideration of the Draft Event Strategy to enable the document to be considered by the Hawkesbury Tourism Advisory Committee and Town Centre Master Plan Project Group."*

In response to the resolution the Events Strategy was presented to the Hawkesbury Advisory Committee on 30 May 2018 and the Town Centre Master Plan Project Group on 28 June 2018. The discussions and comments from both groups were positive and supportive of the Events Strategy and its purpose. The Events Strategy was updated to reflect the outcomes of the meetings.

At the Council meeting on 10 July 2018 Council gave consideration to a report regarding the Events Strategy and resolved:

"That:

1. *Council endorse the Events Strategy, July 2018, attached as Attachment 1 to the report.*
2. *Council proceed to publicly exhibit the Events Strategy, July 2018, for a period of 28 days.*
3. *At the expiration of the public exhibition period outlined in Part 2 above, the following action be taken:*
 - (a) *Should any submissions be received regarding the Events Strategy, July 2018 a further report be submitted to Council, or*
 - (b) *Should no submissions be received, Council approve the Events Strategy, July 2018".*

Following the conclusion of the exhibition period one public submission was received. All of the suggestions made were primarily typographical errors which have been noted and appropriate changes made.

Policy considerations

Council has previously 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."

This Policy will be used when Council provides financial or in kind sponsorship of an event. Council has a Sustainable Events Management Policy that event organisers are required to consider when holding an event.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. However, the Events Strategy was placed on public exhibition for 28 days between 12 July 2018 and 13 August 2018. The Events Strategy was advertised in the Hawkesbury Courier on 26 July 2018 and 2 August 2018. The document was exhibited in hard copy at the Council Administration Building and on Council's website.

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Conformance to the Hawkesbury Community Strategic Plan 2017-2036

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

Our Future

5.4 Celebrating our Rivers - Protect, enhance and celebrate our rivers

5.4.1 Celebrate and use our rivers for a range of recreation, leisure, tourism and event activities.

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

5.5.1 Revitalise and enhance our two significant town centres of Windsor and Richmond, to create thriving centres each with its own character that attracts residents, visitors and businesses.

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

5.5.3 Assist our town and village centres to become vibrant local hubs

5.6 Instigating Place Making Programs - Celebrate our creativity and cultural expression

5.6.1 Foster and promote an annual program of events, festivals, sporting and cultural activities that allows our communities to connect and celebrate with one another.

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

5.7.1 Working in partnership we will actively market our City and our capabilities to existing and potential businesses, visitors and investors.

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

Financial Implications

The matters raised in this report have direct financial implications. The expenditure applicable is provided for in the 2018/2019 Adopted Operational Plan.

Fit For The Future Strategy Considerations

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

Conclusion

The Events Strategy was exhibited for a period of 28 days with one submission being received. All of the suggestions made in the submission were typographical errors which have been noted and appropriate changes made.

The adoption of the Events Strategy, in accordance with the Hawkesbury Community Strategic Plan, will provide a coordinated approach and additional opportunities to develop a program of events for the Hawkesbury.

RECOMMENDATION:

That Council adopt the Events Strategy, August 2018, attached as Attachment 1 to the report.

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ATTACHMENTS:

AT - 1 Events Strategy, August 2018 (*distributed under separate cover*)

oooO END OF REPORT Oooo

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Item: 205 **GM - Western Sydney City Deal - (79351)**

Division: General Manager

PURPOSE OF THE REPORT:

The purpose of this report is to:

- Advise Council of the progress of the ongoing negotiations in relation to the Western Sydney City Deal and to seek Council's formal endorsement of the Interim Implementation Plan, including an acknowledgement of the budget and resource implications for Council.
- Advise Council of the collaborative practices being pursued by the member Councils and seek Council's adoption in principle of the Relationship Framework for Councils of the Western Parkland Region.
- Advise Council of the Governance frameworks that are being established to deliver the Western Sydney City Deal.
- Seek Council's endorsement of a program of Town Centre improvements as the project to be submitted for funding under the Liveability Program.

EXECUTIVE SUMMARY:

The Western Sydney City Deal (<https://cities.infrastructure.gov.au/western-sydney-city-deal>) was signed by the Prime Minister, the Premier of NSW and the Mayors of the eight Western City Councils on 4 March 2018.

The Council report preceding the execution of the City Deal noted that the signing of the document was not legally binding and that the Councils would continue to work on the commitments required of them over the following months.

Since that time the Councils have continued to be represented by their respective Mayors, General Managers and Senior Officers in discussions, negotiations and representative meetings with the Commonwealth and NSW State Governments.

In addition, the Councils have collectively and consistently continued to meet with each other on a weekly and/or fortnightly basis. These meetings have continued to be productive, respectful and beneficial in allowing each Council to represent their own unique community needs, while seeking to work and act cooperatively across the Western Parkland City region.

Over the intervening period the State Government has established a Western Sydney City Deal Delivery Office. This Office has drawn together officers from all three levels of government to work collectively on further defining and developing the City Deal to a point where it can be implemented and outcomes delivered.

The City Deal as published contains 38 initiatives which have been the subject of further consideration and development.

The specific priority initiatives in the City Deal that would most likely have some immediate relevance for Hawkesbury City Council are:

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- *Initiatives C1 and C2 - North South Rail Business Case and Rapid Bus Transit*
No budget implication in the short term. Staff will be required to attend project team meetings
- *Initiative C3 - Digital Action Plan*
Preparation of a Western City Digital Action Plan. A proposed contribution of \$10K each year over a two year period. Staff will be required to attend project team meetings.
- *Initiative J3 – Investment Attraction Office*
The Office has been established in Liverpool, with a key objective of attracting domestic and international investment to the Western City, with an initial focus on growing existing business. The Richmond RAAF Base and the Western Sydney University campus at Richmond could potentially benefit from this program. Staff will be required to attend project team meetings.
- *Initiative L1 - Western Parkland City Liveability Program*
The \$150M Liveability Program provides \$15M (jointly funded by the Commonwealth and NSW State Governments) to each of the eight Councils for capital projects that enhance liveability. To be eligible, Councils must contribute \$3.75M to the project. Previous Council discussions have identified a program of Town Centre improvements as the project to be submitted for funding under the Liveability Program.
- *Initiative L3 - South Creek*
A staged strategy being developed to restore and protect the South Creek corridor to form a sustainable urban parkland. No budget implication in the short term. Staff will be required to attend regular project team meetings.
- *Initiative P2 - Fast-track Local Housing Strategies*
This initiative involves fast tracking the review of LEP's and associated housing strategies. It has the potential to provide an economical way for Council to undertake future planning studies at a significantly reduced cost. Council has funds set aside for strategic planning studies. Staff will be required to attend project team meetings.
- *Initiative P4 - Uniform Local Government Engineering Design Standards*
Engineering standards apply to new development or redevelopment. This review will ensure best practice is applied in the practical layout of these works. Commonwealth funds of \$1.25M are available to complete this task. Staff will be required to attend project team meetings.
- *Initiative P6 - Planning Partnership*
This initiative involves the establishment of a Planning Partnership to improve coordination and undertake strategic studies across the eight City Deal Councils. It has the potential to provide an economical way for Council to undertake future planning studies at a significantly reduced cost. Council has funds set aside for strategic planning studies. Staff will be required to attend project team meetings.

Further details of the initiatives are discussed in this report along with the commitments required from Councils and are set out in the Interim Implementation Plan (Refer Attachment 1).

To assist the Councils in setting sustainable foundations for continuing to work together, Elton's Consulting have been retained and have assisted the Councils to develop a formal Collaboration Framework which is also discussed later in this report (Refer Attachment 2).

Building on the governance elements required both between the different layers of government, but also between the Councils, the governance framework for the City Deal is also noted in this report (Refer Attachment 3).

Finally, as was the case earlier in the year, each of the eight City Deal Councils is considering a similar report and recommendations to this report at their own Council meetings in the week commencing 27 August 2018. The purpose of these reports is to:

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1. Advise of the progress on scoping the 38 initiatives in the City Deal for inclusion in the Implementation Plan which will be released later this year, and to seek their Council's commitment to the Budget and Resources required to implement the City Deal.
2. Advise Councils of the collaborative practices to be pursued and the Governance frameworks that are operating to deliver the City Deal.
3. Determine Council's local project/s to guide staff in their preparation of their respective future application for \$15 million in funding under the City Deal Liveability Program.

RECOMMENDATION SUMMARY:

The Report recommends that Council:

1. Endorse the Interim Implementation Plan and acknowledge the associated Budget and Resource implications
2. Adopt in principle the Relationship Framework
3. Endorse the program of Town Centre improvements to be applied for under the Liveability Program

REPORT:

The City Deal

The City Deal document was signed on 4 March 2018 at the launch attended by The Prime Minister, The Premier of NSW and each of the eight Mayors or their representatives. A link to the final document is located earlier in the report.

As was clearly the position of Local Government at that time, and has been communicated to the two other levels of Government and acknowledged by them - any commitments under the Deal were not legally binding until details of the Council commitments required were more fully known and able to be considered to the level each Council considered appropriate.

To progress the administrative components including drafting of content for the Implementation Plan and coordinating initial meetings involving a range of government agencies, a City Deal Delivery Office has been established by the State Government. The Delivery Office has drawn upon resources from all three levels of government and also acts as the supporting secretariat for meetings of the boards and/or committees set out later in the report.

38 Initiatives Under the Deal

The published City Deal contains 38 initiatives that are each aligned under one of the following six domains:

- a) Connectivity
- b) Jobs for the Future
- c) Skills and Education
- d) Liveability and the Environment
- e) Planning and Housing
- f) Implementation and Governance

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Implementation Plan

The City Deal sets out to deliver on a vision for the Western Parkland City that will create 200,000 new jobs across a wide range of industries over the next 20 years. The people of the Western City will have access to public transport, aviation and digital infrastructure, complemented by education and skills training opportunities in a unique landscape that enhances local character.

The City Deal commits to an Implementation Plan being released by the end of 2018. Further work on scoping and refining many of the initiatives will continue beyond 2018, and it is agreed that the Implementation Plan will be regularly updated. As a first step in producing the final Implementation Plan, the 8 Councils are being asked to consider and endorse the current scoping of the initiatives, referred to as the *Interim Implementation Plan* (Refer Attachment 1).

The Councils are also being asked to confirm their resource and financial commitments to progress the Deal. The resource and financial commitments vary across the Councils and depend on the application of the initiatives in that local government area.

The 38 initiatives in the City Deal have been separated into two priority groups through discussions between all levels of government. The first group consists of 13 priority items and the second group the remaining 25. The primary focus to date has been on the 13 priority items, and so the Interim Implementation Plan contains more detail on those initiatives than on the remaining 25 items.

Of the 13 priority initiatives, four are led by Local Government, as identified below they are C3, L5, P4 and P6.

The 13 priority initiatives are:

C1 - Rail

Strategic Business Case for a NS rail link from Schofields to Macarthur, together with a South West rail link to connect Leppington to WSA via the Aerotropolis, and then delivery of the first stage of the rail from St Marys to Western Sydney Airport and the adjacent Aerotropolis. The NSW and Australian Governments will contribute up to \$50M each to the business case. Councils will have an opportunity to be involved in the business case.

C2 - Rapid Bus

Establishment of rapid bus services from Liverpool, Penrith and Campbelltown to WSA before it opens in 2026 and to the Aerotropolis

C3 - Digital Action Plan (Local Government lead)

Preparation of a Western City Digital Action Plan to provide a framework to take advantage of new technology, smart systems and digital opportunities. A proposed contribution of \$20K by each Council over a two year period (2018/2019 and 2019/2020) will engage consultant/s to undertake this work. Councils will seek equal contributions from Deal partners.

J1 - Aerotropolis

The 11,200ha Aerotropolis is expected to be a key economic and jobs centre for the Western City. Land use and infrastructure planning will guide precinct planning across the site.

J2 - Western City and Aerotropolis Authority

Legislation is expected to be introduced in the Spring Session of NSW Parliament to establish an authority with an initial task of master planning and developing the early precincts in the Aerotropolis.

J3 - Investment Attraction Office

The Office has been established by the Department of Industry in Liverpool, with a key objective of attracting domestic and international investment to the Western City, with an initial focus on the Aerotropolis as well as supporting existing industrial areas and employment centres.

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L1 - Liveability Program

The \$150m Liveability Program provides \$15M (jointly funded by the Australian and NSW governments) to each of the eight Councils for capital projects that enhance liveability. To be eligible, Councils must contribute \$3.75M to the project. Previous Council discussions have identified a Town Centre Improvement program redevelopment as the priority project for the funding. This initiative is also discussed in more detail later in the report.

L3 - South Creek

A staged strategy will be developed to restore and protect the South Creek corridor to form a sustainable urban parkland.

L5 - Health Alliance (Local Government lead)

Wollondilly and Fairfield Councils are already involved in Health Alliances, but this initiative provides the opportunity for a regional Health Alliance across the 3 levels of government and with key stakeholders to improve health outcomes.

P2 - Fast-track Local Housing Strategies

\$2.5M has been advanced to 6 of the City Deal Councils (not including Hawkesbury) to accelerate the review of the LEP and associated housing strategies. The Australian and NSW governments are jointly funding the total funding commitment of \$15M (\$7.5M each).

P4 - Uniform Local Government Engineering Design Standards (Local Government lead)

Engineering standards set out the road, stormwater and public area controls that apply to new development or redevelopment. This review will ensure best practice is applied in the layout and physical construction of these works, consider whole of life costs and performance standards and should reduce costs to the community. Commonwealth funds of \$1.25M are available to complete this task with Council officers providing oversight.

P6 - Planning Partnership (Local Government lead)

This initiative originally identified involvement by the State Government and the five City Deal urban release Councils and Blacktown Council to establish a Planning Partnership to improve coordination and provide staff to undertake planning tasks. The remaining City Deal Councils will now have an opportunity to join the Partnership or participate on a project basis if it is of value.

I2 - Implementation Plan

As discussed previously in this report, the Implementation Plan will provide detail on the scope, timing, financial commitments and responsibility for the City Deal initiatives. It will continue to be updated as more of the initiatives are scoped.

This report recommends that Council endorses the Interim Implementation Plan and the proposed funding for C3- Digital Action Plan in the 2018/2019 Operational Plan.

Liveability Program

Previous Council discussions have identified the program of Town Centre improvements as the priority project for the \$15 million Commonwealth and State Liveability Program funding. Council's 2018/2019 Budget has funds allocated to satisfy the \$3.75 million eligibility requirement to secure the Commonwealth and State funding. Such a decision by Council would also guide staff in their preparation of Councils future application for \$15 million in funding under the City Deal Liveability Program.

Applications for Round 1 of the Liveability Program funding are expected to close 28 September 2018, with announcements to be made before the end of 2018. Round 2 is expected to open in early 2019. A further report will be submitted to Council before any final funding application is lodged.

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Conformance to the Hawkesbury Community Strategic Plan 2017-2036

Following the public signing of the City Deal document last March, the Councils have continued to be represented by their respective Mayors, General Managers and Senior Officers (Lead Officers) in discussions with the Commonwealth and NSW State Governments.

The Councils have also met with each other on a regular basis to put their local perspective as well as working cooperatively on issues that impact the Western Parkland City region.

The State Government has established a Western Sydney City Deal Delivery Office, drawing together officers from all three levels of government to work collectively on further defining and developing the City Deal to a point where it can be implemented and outcomes delivered.

As part of delivering the City Deal, an Implementation and Governance framework (Refer Attachment 3) has been established with a summary of the key groups and their membership reproduced below:

Leadership Group – consists of:

- Commonwealth Minister for Urban Infrastructure and Cities, Paul Fletcher (Co-Chair),
- NSW Minister for Western Sydney, Stuart Ayres (Co-Chair) and
- The Mayors of Blue Mountains, Campbelltown, Penrith and Wollondilly.

Implementation Board – consists of:

- Commonwealth Secretary of the Department of Infrastructure, , Regional Development and Cities Dr Steven Kennedy (Co-Chair),
- NSW Secretary of the Department of Premier and Cabinet, Tim Reardon (Co-Chair),
- Chief Coordinator Western Sydney City Deal, Geoff Roberts and
- The General Managers of Camden, Fairfield, Hawkesbury and Liverpool Councils.

Coordination Group – consists of:

- Chief Coordinator Western Sydney City Deal, Geoff Roberts
- Department of Infrastructure (ED Western Sydney Unit DIRDC - Nathan Smyth).
- WSA Co (CEO - Graham Millett).
- Sydney Metro (CEO - Tom Gellibrand).
- RMS (CEO - Ken Kanofski).
- Western City and Aerotropolis Authority (not yet established).
- Western Sydney Industry Attraction (Secretary NSW DoI - Simon Draper).
- Western Sydney Planning Partnership (Councils supported by Secretary DPE - Carolyn McNally and CEO GSC - Sarah Hill).
- South Creek Investigations (COO INSW - Amanda Jones).
- Four Council representatives (initially Fairfield, Liverpool, Penrith and Wollondilly)

By alternating Council representatives within each of the above groups, all Councils will always be represented, as and when personal changes occur over time.

The overall role of the implementation and governance structure is to ensure that the commitments made under the Deal are being progressed. Engagement with Local Government at this level is also one of the underpinning achievements of the City Deal, with Local Government as part of the decision-making framework and not just a layer of government to be consulted.

Governance between the Councils – Relationship Framework

A significant level of cooperation has developed amongst the Western City Councils during the City Deal process and it is timely to consider how the Councils might formally cooperate in the future on matters that impact the region, but exist outside the City Deal itself.

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The eight Councils have been assisted by Eltons Consulting in formulating a Relationship Framework (Refer Attachment 2) which seeks to '*guide the way we work together and with other levels of government to deliver long-term outcomes for the Western Parkland Region*'.

The Framework sets out the values for how the Councils work with each other on issues that affect other Councils or the whole region. It also recommends some further actions and investigations – commencing in Q1 of the 2018/2019 financial year, into various governance issues to assist decisions about future working relationships. One of the options that will be investigated is the establishment of a strategic alliance to formalise the relationship between the Councils.

To progress the investigations, this report recommends that Council adopt in principle, the *Draft Relationship Framework for Councils of the Western Parkland Region*.

Budget and Resource Considerations

- *Initiatives C1 and C2 - North South Rail Business case and Rapid Bus Transit*
Staff will be required to attend project team meetings.
- *Initiative C3 - Digital Action Plan*
\$10K each year over a two year period. Staff will be required to attend project team meetings.
- *Initiative J3 - Investment Attraction Office*
Staff will be required to attend project team meetings.
- *Initiative L1 - Western Parkland City Liveability Program*
\$3.75M to secure \$15M in Commonwealth and NSW State government grant funding.
- *Initiative L3 - South Creek*
Staff will be required to attend regular project team meetings.
- *Initiative P2 - Fast-track Local Housing Strategies*
Council has funds set aside for strategic planning studies. Staff will be required to attend project team meetings.
- *Initiative P4 - Uniform Local Government Engineering Design Standards*
Staff will be required to attend project team meetings.
- *Initiative P6 - Planning Partnership*
Council has funds set aside for strategic planning studies. Staff will be required to attend project team meetings.

Next Steps

The City Deal includes a commitment that the three levels of Government will agree and publish an implementation plan for the City Deal in 2018. Following the collective consideration of the City Deal commitments by the eight Councils, the City Deal Delivery Office will finalise the Implementation Plan for public release prior to the end of the year.

The Final Implementation Plan will contain formal mechanisms and timing for the review of progress under the Deal.

Further reports will be submitted to Council in the future as required to progress various aspects of the City Deal over its lifetime.

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Conclusion

The Western Sydney City Deal continues to represent a fundamental opportunity to reform the relationships between all levels of government and between the Councils in the Western City.

Over its projected 20-year lifespan, the implementation of the Deal will deliver changes of significance to our current and future communities.

The implementation of the Deal has now reached a point at which formal decisions of each Council are required to progress to the implementation phase of the Deal.

RECOMMENDATION:

That Council:

1. Endorse the Interim Implementation Plan and acknowledge the associated Budget and Resource implications.
2. Adopt in principle the Relationship Framework.
3. Endorse the program of Town Centre improvements to be applied for under the Liveability Program.

ATTACHMENTS:

- AT - 1** Interim Implementation Plan (distributed under separate cover)
AT - 2 Relationship framework for Councils of the Western Sydney Parkland Region (distributed under separate cover)
AT - 3 Governance Framework Diagram (distributed under separate cover)

oooO END OF REPORT Ooo

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INFRASTRUCTURE SERVICES

Item: 206 **IS - Draft Peel Park Masterplan and Redbank Precinct Community Land Plan of Management - (95495, 79354)**

Previous Item: 149, Ordinary (29 August 2017)

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to update Council on progress made to further consult with the community regarding the Peel Park Masterplan and to present an amended draft Masterplan and revised Plan of Management for public exhibition.

EXECUTIVE SUMMARY:

Community consultation with key interest groups, neighbours, future residents and general members of the North Richmond community has been undertaken through targeted phone interviews, on-line survey, Facebook post and a community meeting/workshop.

This report outlines the key facilities that have been accommodated within the new draft Peel Park Masterplan in response to community feedback. A new Draft Peel Park Masterplan, that balances the many community requests and issues, is now presented to Council for endorsement and public exhibition.

A revised Redbank Precinct Community Land Plan of Management which addresses management issues and actions relating to Peel Park is also presented to Council with the view to placing it on public exhibition.

RECOMMENDATION SUMMARY:

This report recommends that the Peel Park Masterplan and associated Redbank Precinct Community Land Plan of Management be placed on public exhibition.

REPORT:

Context and Background

The upgrade of facilities within Peel Park is a requirement of the Voluntary Planning Agreement (VPA) with the developer of Redbank, now known as Redbank Communities. The VPA specifies that the improvements are to include, subject to item footprint, available space and as agreed by the Parties: Off-street parking; training spaces; field area in adjustable configuration for summer and winter codes (two winter codes as minimum); sports amenity building; multi use sports court; park shelters and pathways; dog off-leash area; fitness trail; appropriate lighting to training spaces to Australian Standards; Irrigation to training spaces using potable water; fixed fencing to field area. Improvements are to also include passive recreation and open space; connection to district cycleway; minor path link to site and bushland areas.

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The VPA also required a Plan of Management and Masterplan for Peel Park. As a number of other new parks will be dedicated to Council as part of the development, the Plan of Management addressed all future parks within the Redbank precinct as well as council's existing parks immediately adjoining the development, including Peel Park. A draft Masterplan for Peel Park was developed concurrently.

Detailed History, including previous Council decisions

On 28 August 2017, following consultation with the community through a Public Hearing/community meeting, on-line survey, stakeholder meeting with Sports Council, public exhibition and community meeting with North Richmond and Districts Community Action Association, the draft Plan of Management and an amended Peel Park Masterplan was presented to Council for adoption.

At this meeting, Council resolved (in part) to adopt the Redbank Precinct Community Land Plan of Management, excluding reference to the Peel Park Masterplan, and that the adoption of the Peel Park Masterplan be deferred and a series of community consultations be held. The consultations were to specifically include the North Richmond and Districts Community Action Association Inc. and Hawkesbury Environment Network, with the view to developing a Masterplan for sporting fields and passive park areas.

More recently in May 2018 Council amended the VPA milestones to address to allow for appropriate community consultation to be completed.

Policy considerations

The development of the Peel Park Master Plan and Redbank Precinct Community Land Plan of Management, were guided by Councils adopted Regional Open Space Strategy (ROSS) and Planning and Design Guidelines.

Consultation

Consultation in relation to this project has been undertaken in various stages. The most recent stage involved phone interviews with key stakeholders, a community meeting/workshop that confirmed key issues and identified aesthetic preferences, an on-line survey and a final presentation to the community on the outcome of the review.

The issues raised in this report concern matters which constitute a trigger for Community Engagement under Council's Community Engagement Policy. It is proposed that Council undertake the following community engagement process in compliance with Council's policy:

- Public exhibition of the draft Peel Park Masterplan and amended Redbank Precinct Community Land Plan of Management for a period of 42 days, as per the Local Government Act 1993 requirements.

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 Assets

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

- 4.3.1 Provide a variety of quality passive recreation spaces including river foreshores, parks, bushland reserves and civic spaces to enhance our community's health and lifestyle.
- 4.3.2 Provide a variety of quality active recreation spaces including playgrounds, sporting fields, pool, stadium and multipurpose centres to enhance our community's health and lifestyle.
- 4.3.3 Provide a variety of quality shared spaces including meeting spaces accommodating public art, cultural and environmental amenity to enhance our community's health and lifestyle.

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Discussion

A community consultation strategy and masterplan review process was developed. Jo Kelly from People Place and Partnership and Crosbie Lorimer from Clouston Associates were engaged to liaise with the community and undertake a peer review of the draft Peel Park Masterplan.

Community engagement consisted of telephone interviews with key stakeholders, a community meeting/workshop that confirmed key issues and identified aesthetic preferences, an on-line survey and a final presentation to the community on the outcome of the review. A copy of the Community Engagement Report by People Place and Partnership is Attachment 5 to this report and will be distributed under separate cover. A list of comments received from the community during consultation and an explanation on how the issues have been addressed in the revised draft Masterplan can be found in Attachment 7.

Following the development of the revised draft master plan, further information sessions were held including a Council Briefing Session on 7 August 2018 as well as a community information meeting on Thursday, 9 August 2018 at the North Richmond Community Centre. No major concerns were raised at the community meeting and the proposed exhibition of the plan will allow the community an opportunity to provide comments formally.

Revision of the Masterplan

A working party comprised of the developer's landscape architects (Arterra Landscape Architects), councils consultants and Council Parks Staff, met to workshop a masterplan design that would best meet the needs of the community. The final design balances the sometimes conflicting requests from the community whilst minimising potential impacts on neighbouring properties and park users as well as meeting the requirements of the VPA.

Peel Park sits within the context of the larger Redbank Precinct that provides pedestrian and cycling connections, indicative playgrounds/fitness stations, interpretive signage and riparian areas that complement and link into Peel Park.

Peel Park is a district level park that has been designed to equally provide for passive and active recreation. The design considers the existing and future recreation needs of the community and contains flexible spaces that can adapt to changing needs.

Considering the concerns of the community and the significant constraints to the site, it has been determined that full size sporting fields cannot be accommodated without compromising the integrity of the park. Therefore, from a sporting perspective, Peel Park will predominantly operate as a training facility that can also accommodate junior sport.

Constraints to the site include: three electricity easements; one drainage easement; future potential sewage infrastructure, riparian zones; native vegetation; the existing gradient; adjoining properties and incompatible feeder roads.

Principles that have guided the design of the park include:

People

- Encourage social interaction and engagement
- Ensure human activity interacts positively with natural processes
- Restrict impact on adjoining residents
- Ensure safe access and egress

Facilities

- Develop a multi-use park which balances the provision of sport, recreation and nature spaces
- Ensure maintenance requirements are considered and integrated into the initial design process

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- Provide recreation and leisure facilities for all ages and abilities
- Ensure that facilities provide for balanced use – active and passive recreation
- Provide areas suitable for sport training and junior competition which can accommodate winter and summer sports
- Provide inter-connected yet age appropriate informal play and adventure activities
- Evolution over time as the community grows and changes.

Environment

- Integrate and enhance existing bushland, landscape and geographic features in site design
- Retain and celebrate natural and cultural heritage values
- Retain existing park character – low key, rural character

Key elements of the design include:

Informal Recreation and Play areas

The park will be enhanced through improved walking and cycling paths, general kick-about spaces, dog off-leash area and a BMX track that better connects to a shaded, all ages and abilities play space with picnic facilities that cater to families and larger gatherings such as birthday parties. A playground precinct has also been proposed. In addition to a comprehensive all abilities and multi age playground facility it will also provide potential for the inclusion of public toilet facilities, fitness stations and multi-use court which can be used for basketball/netball or informal children's games.

Sporting areas

Earth works will be undertaken on site to ensure that the sports facilities include a flexible field area of 1:40 gradient that can be used for training and predominantly junior summer and winter sports. Two junior cricket fields - 50m and 45m radius respectively, will be provided. The larger field meets minimum club competition standards for open ages and could be used for youth and lower grade senior competitions. At least three modified fields for winter sports can be accommodated around the cricket pitches. Irrigation, lighting and upgrades to the sports amenities building/kiosk including storage areas are also included. A sporting "hub" will be created through the provision of paving, seating and shade. Emergency vehicle access is accommodated from the car park. Note that the only permanent sporting "equipment" will be cricket pitches. No permanent goals are to be installed, thus reducing the potential apparent dominance of sport on the site, retaining the open nature of the park.

Parking

Three car parking areas are proposed which will help to disperse traffic and remove parking pressure from adjoining streets. They are located on the periphery of the park to reduce impact on the recreation space. Landscape buffers in the form of gardens and pedestrian pathways will help to reduce any potential negative impact on adjoining residents. Event overflow areas are not identified within the plan as this would be done through specific event parking management plans that would need to limit impact on sporting fields and neighbours. A potential everyday overflow parking area has been marked for further investigation on the Masterplan. It is located within the electricity easement opposite the car park off Pecks Road.

Pedestrian Access and Pathways

New Pedestrian entry points will be established off Pecks Road and Arthur Phillip Drive. Existing paths will be upgraded, with the circuit path around Peel Park to be an accessible shared pedestrian and cycle path that links into the broader Redbank pathway/recreation network. The low-key walking track along the creek will be retained and upgraded where required.

Environment

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High value trees, such as the large Forest Redgum near the dog park, will be retained and additional trees planted in the vicinity to enhance and eventually succeed this large tree. Riparian vegetation will be retained and weed removal/bush regeneration continued. Shade trees and landscaping will be provided to key areas, particularly the entries, play/picnic area and along paths.

Dog off-leash area

The dog off-leash area will be reconfigured to allow the BMX area to have a better connection to the play precinct. Shade, seating and a new fence will be provided.

Redbank Precinct Community Land Plan of Management

The Redbank Precinct Community Land Plan of Management has been updated to again include reference to Peel Park and addresses/resolves management issues/concerns relating to Peel Park that have been brought up by the community during the consultation process. Some of the issues addressed included the site being used predominantly as a training facility and junior sport. Floodlighting is to be designed to limit impact on adjoining properties with time constraints on usage. Gates are to be installed on car parks to limit access in the evenings. No permanent goal posts are to be installed. No overflow parking is to be provided on site unless for authorized special events which requires a separate licence. An Event management plan would then be required to addresses overflow parking, minimizing impact to neighbours and to sports fields.

Financial Implications

There are no direct financial implications in relation to this report.

Financial implications may arise at the development stage. Redbank Communities are required to fund the majority of works under the VPA. Any future items not in the VPA and ongoing maintenance will be Council's responsibility. The scope of works and costs are yet to be determined. This will occur after the Plan of Management and Plan of Management.

Fit For The Future Strategy Considerations

The VPA is aligned with the LTFP however there are additional items that the community have identified that are outside the scope of the VPA. Council may need to consider these when prioritising new works in future financial and operational plans. Improvements may include the scale and improvements to the playground area, BMX track and additional toilet facilities

Conclusion

On 28 August 2017, Council resolved (in part) to adopt the Redbank Precinct Community Land Plan of Management, excluding reference to the Peel Park Masterplan, and that the adoption of the Peel Park Masterplan be deferred and a series of community consultations be held.

Between March and August 2018, extensive community consultation has occurred and the feedback taken into account to developing the latest draft master plan.

Following the development of the draft master plan, further information sessions were held including a Council Briefing Session on 7 August 2018 as well as a community information meeting on Thursday, 9 August 2018 at the North Richmond Community Centre. No major concerns were raised at this meeting and the exhibition process will allow the community an opportunity to provide comments formally.

The revised draft Peel Park Masterplan and the revised Redbank Community Land Plan of Management are both ready to be placed on public exhibition.

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RECOMMENDATION:

That:

1. The Peel Park Masterplan dated 13 August 2018 and the amended Redbank Precinct Community Land Plan of Management be placed on public exhibition for the mandatory 28 day consultation period, with a further 14 day period for the completion of written submissions.
2. At the expiration of the public exhibition period, the matter be reported back to Council.

ATTACHMENTS:

- AT - 1** Draft Peel Park Masterplan - Without Line Markings
- AT - 2** Draft Peel Park Masterplan - Cut and Fill Plan
- AT - 3** Draft Peel Park Masterplan - Cross Section
- AT - 4** Revised Redbank Precinct Community Land Plan of Management (*distributed under separate cover*)
- AT - 5** Draft Peel Park Masterplan - Engagement Report (*distributed under separate cover*)
- AT - 6** Draft Peel Park Masterplan - Support Document (*distributed under separate cover*)
- AT - 7** Community Survey Responses - February / March 2018 (*distributed under separate cover*)

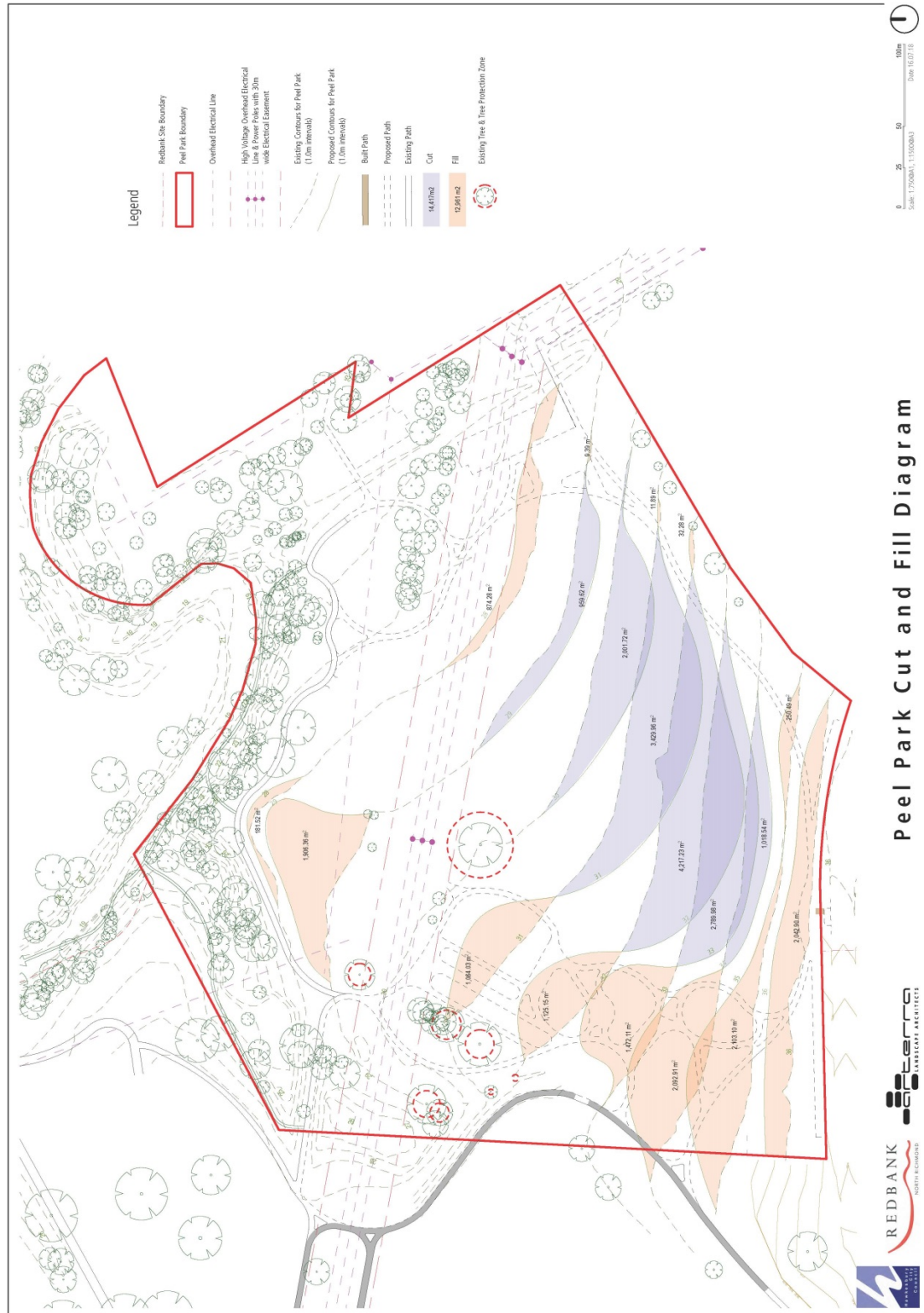
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AT - 1 Draft Peel Park Masterplan - Without Line Markings



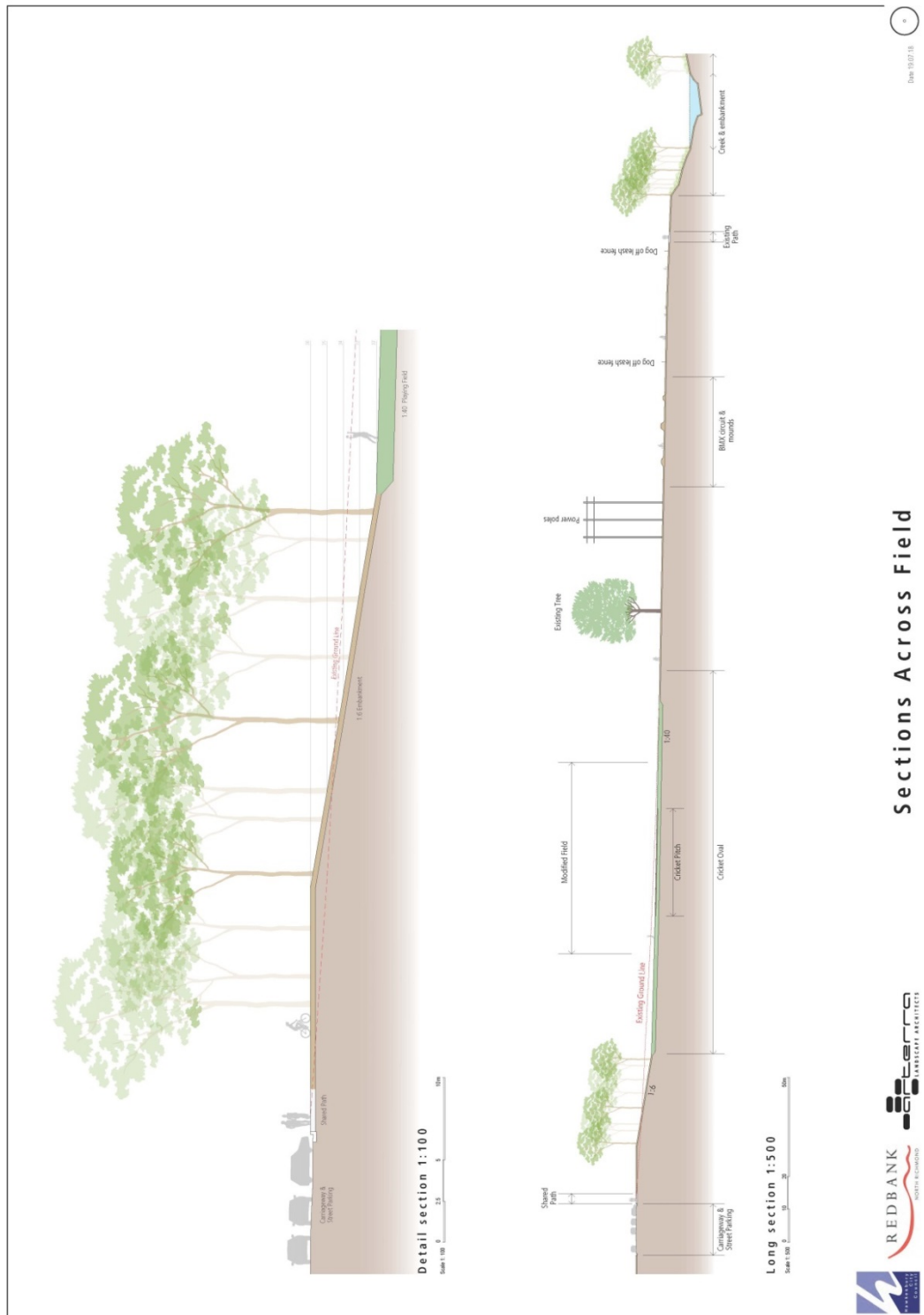
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AT - 2 Draft Peel Park Masterplan - Cut and Fill Plan



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AT - 3 Draft Peel Park Masterplan - Cross Section



oooO END OF REPORT Oooo

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Item: 207 **IS - Draft Asbestos Policy - (95495, 79340)**

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to present a draft Asbestos Policy to Council for adoption.

EXECUTIVE SUMMARY:

The NSW Office of Local Government, Department of Premier and Cabinet has published a Model Asbestos Policy for NSW Councils. This document is designed to assist councils develop their own policy and to promote a consistent approach to asbestos management by Local Government across NSW. The draft asbestos policy has been prepared, based on the Model Asbestos Policy, with the incorporation of input and specific requirements from across Council. The policy is submitted for Council's approval and will provide the necessary corporate oversight and consistency to manage Asbestos.

RECOMMENDATION SUMMARY:

This report recommends that Council adopt the draft Asbestos Policy as attached to this report.

REPORT:

Context and Background

In Australia, asbestos was gradually phased out of building materials in the 1980s and the supply and installation of asbestos containing goods has been prohibited since 31 December 2003. Yet asbestos legacy materials still exist in many homes, buildings and other assets and infrastructure. Hawkesbury City Council has identified over 60 Council owned or managed buildings that contain asbestos and maintain management plans to address the risks associated with Asbestos Containing Materials (ACM).

Where material containing asbestos is in a non-friable form (that is, cannot be crushed by hand into a powder), undisturbed and painted or otherwise sealed, it may remain safely in place. However, where asbestos containing material is broken, damaged, disturbed or mishandled, fibres can become loose and airborne posing a risk to health. Breathing in dust containing asbestos fibres can cause asbestosis, lung cancer and mesothelioma.

In regard to naturally occurring asbestos, Council has checked the NSW map of known areas and areas with the potential for naturally occurring asbestos and note there is no areas with the potential for naturally occurring asbestos in the LGA.

It is often difficult to identify the presence of asbestos by sight. Where a material cannot be identified or is suspected to be asbestos, it is best to assume that the material is asbestos and take appropriate precautions including:-

- Including the asset into the hazmat register and plan for the site
- Placing appropriate sign on the asset

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- Managing the material ensuring any disturbance is controlled and removal is undertaken by qualified and competent tradesperson as per codes of practice.

Council has an important dual role in minimising exposure to asbestos, as far as is reasonably practicable, for both:

- residents and the public within the Local Government Area (LGA)
- Workers (employees and other persons) in council workplaces.

Council's legislative functions for minimising the risks from asbestos apply in various scenarios including:

- as a responsible employer
- contaminated land management
- council land, building and asset management
- emergency response
- land use planning (including development approvals and demolition)
- management of naturally occurring asbestos
- regulation of activities (non-work sites)
- waste management and regulation

The NSW Office of Local Government, Department of Premier and Cabinet has published a Model Asbestos Policy for NSW Councils. This document was designed to assist councils develop their own policy and to promote a consistent approach to asbestos management by Local Government across NSW.

A draft Asbestos Policy has now been prepared for Council based on the Model Asbestos Policy. The policy provides detail on Council's commitment to asbestos management. It is not intended to be a technical document; however it does refer to relevant Council procedures and other educational material

This Policy aims to outline:

- the role of Council and other organisations in managing asbestos
- Council's relevant regulatory powers
- Council's approach to dealing with naturally occurring asbestos, sites contaminated by asbestos and emergencies or incidents
- general advice for residents on renovating homes that may contain asbestos
- Council's development approval process for developments that may involve asbestos and conditions of consent
- waste management and regulation procedures for asbestos waste in the LGA
- Council's approach to managing asbestos containing materials in council workplaces
- sources of further information.

This Policy applies to all of the Hawkesbury City Council Local Government Area, within Council's jurisdiction.

The Policy provides information for Council workers, the local community and wider public. Part 1 of the policy includes the sections that are likely to be of most interest to the local community and wider public. Part 2 is information that applies to workers associated with council including employees, contractors, consultants, and volunteers (as defined by the NSW Work Health and Safety Regulation 2011).

The Policy outlines Council's commitment and responsibilities in relation to safely managing asbestos and contains general advice. For specific advice, individuals are encouraged to contact council or the appropriate organisation (contact details are listed in Appendix E).

The Policy does not include specific procedures. Practical guidance on how to manage risks associated with asbestos and asbestos containing material can be found in the:

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- Code of practice on how to manage and control asbestos in the workplace (catalogue no. WC03560) published by SafeWork NSW.
- Code of practice on how to safely remove asbestos (catalogue no. WC03561) published by SafeWork NSW.
- Detailed information on council's procedures and plans may be found in other documents, which are referenced in part 2 under section 18.1.
- Additional guidance material listed in Appendix B of the draft Policy.

The draft Asbestos Policy is attached as Attachment 1 to this report.

Policy considerations

This report relates to the preparation of a new policy however this policy is consistent with other Council policies as well as external regulatory controls.

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 and Direction within the CSP.

Our Community

- 2.1 Community safety is improved - Enable a shared responsibility for community safety and disaster management

Discussion

The attached Policy has been prepared to provide an overarching framework, raise awareness in the community and demonstrate the commitment Council has to Asbestos control and remediation.

Financial Implications

There are no direct financial implications applicable to 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 Long Term Financial Plan.

Conclusion

The draft Asbestos Policy has been prepared for Council based on the Model Asbestos Policy for NSW Councils after a process of internal consultation.

The draft Asbestos Policy provides detail on Council's ongoing commitment to asbestos management. It is not a technical document but will refer to and guide relevant Council procedures. It is also important to recognise the policy will require regular evaluation to ensure it remains contemporary.

This report recommends that the draft Asbestos Policy be adopted.

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RECOMMENDATION:

That the Asbestos Policy attached as Attachment 1 to this report be adopted.

ATTACHMENTS:

AT - 1 Hawkesbury City Council Asbestos Policy 2018 (*distributed under separate cover*)

oooO END OF REPORT Oooo

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SUPPORT SERVICES

Item: 208 **SS - Monthly Investments Report - July 2018 - (95496, 96332)**

Previous Item: 150, Ordinary (26 June 2018)

Division: Support Services

PURPOSE OF THE REPORT:

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

EXECUTIVE SUMMARY:

This report indicates that Council held \$53.9 million in investments at 31 July 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 July 2018 be received and noted.

REPORT:

Context and Background

The following table indicates that Council held \$53.9 million in investments as at 31 July 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 \$
On Call								
CBA	A1+	AA-			1.25%	1,900,000	3.52%	
Tcorp*					2.61%	2,059,489	3.82%	
Total On-call Investments								3,959,489
Term Investments								
Bankwest	A1+	AA-	22-Nov-17	19-Sep-18	2.55%	1,000,000	1.85%	
Bankwest	A1+	AA-	13-Apr-18	24-Oct-18	2.70%	1,000,000	1.85%	
Bankwest	A1+	AA-	18-Apr-18	24-Oct-18	2.70%	500,000	0.93%	
Bankwest	A1+	AA-	27-Apr-18	08-Nov-18	2.70%	1,000,000	1.85%	
Bankwest	A1+	AA-	22-Nov-17	21-Nov-18	2.55%	1,500,000	2.78%	
Bankwest	A1+	AA-	27-Jun-18	16-Jan-19	2.80%	1,000,000	1.85%	
Bankwest	A1+	AA-	22-Feb-18	22-Feb-19	2.60%	500,000	0.93%	
Bankwest	A1+	AA-	22-Jun-18	27-Mar-19	2.80%	1,000,000	1.85%	
Bankwest	A1+	AA-	22-Jun-18	24-Apr-19	2.80%	1,000,000	1.85%	

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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%	500,000	0.93%	
Bankwest	A1+	AA-	09-May-18	08-May-19	2.70%	1,500,000	2.78%	
Bankwest	A1+	AA-	18-Jul-18	17-Jul-19	2.80%	1,000,000	1.85%	
CBA	A1+	AA-	13-Dec-17	13-Dec-18	2.57%	3,000,000	5.56%	
CBA	A1+	AA-	21-Dec-17	21-Dec-18	2.61%	1,000,000	1.85%	
CBA	A1+	AA-	12-Jan-18	16-Jan-19	2.63%	1,500,000	2.78%	
CBA	A1+	AA-	31-Jan-18	31-Jan-19	2.65%	2,500,000	4.63%	
CBA	A1+	AA-	14-Mar-18	14-Mar-19	2.66%	1,000,000	1.85%	
CBA	A1+	AA-	04-Apr-18	04-Apr-19	2.74%	1,000,000	1.85%	
CBA	A1+	AA-	14-Jun-18	17-Apr-19	2.74%	1,000,000	1.85%	
CBA	A1+	AA-	24-Aug-17	23-Aug-19	2.72%	3,000,000	5.56%	
CBA	A1+	AA-	02-Mar-18	04-Mar-20	2.79%	1,000,000	1.85%	
CBA	A1+	AA-	04-Apr-18	03-Apr-20	2.85%	1,000,000	1.85%	
NAB	A1+	AA-	16-Aug-17	16-Aug-18	2.52%	1,500,000	2.78%	
NAB	A1+	AA-	02-Mar-18	19-Sep-18	2.52%	500,000	0.93%	
NAB	A1+	AA-	16-May-18	15-May-19	2.65%	2,000,000	3.71%	
NAB	A1+	AA-	06-Jun-18	19-Jun-19	2.75%	1,500,000	2.78%	
NAB	A1+	AA-	22-Jun-18	26-Jun-19	2.80%	1,000,000	1.85%	
NAB	A1+	AA-	27-Jun-18	26-Jun-19	2.80%	1,000,000	1.85%	
Westpac	A1+	AA-	03-Aug-17	03-Aug-18	2.60%	800,000	1.48%	
Westpac	A1+	AA-	03-Aug-17	03-Aug-18	2.60%	1,000,000	1.85%	
Westpac	A1+	AA-	03-Aug-17	03-Aug-18	2.60%	1,000,000	1.85%	
Westpac	A1+	AA-	16-Aug-17	16-Aug-18	2.65%	500,000	0.93%	
Westpac	A1+	AA-	24-Aug-17	24-Aug-18	2.70%	400,000	0.74%	
Westpac	A1+	AA-	24-Aug-17	24-Aug-18	2.70%	800,000	1.48%	
Westpac	A1+	AA-	09-Oct-17	09-Oct-18	2.70%	2,000,000	3.71%	
Westpac	A1+	AA-	08-Nov-17	08-Nov-18	2.60%	500,000	0.93%	
Westpac	A1+	AA-	07-Feb-18	07-Feb-19	2.59%	2,000,000	3.71%	
Westpac	A1+	AA-	22-Feb-18	22-Feb-19	2.62%	500,000	0.93%	
Westpac	A1+	AA-	02-Mar-18	06-Mar-19	2.60%	1,000,000	1.85%	
Westpac	A1+	AA-	04-Apr-18	04-Apr-19	2.75%	1,500,000	2.78%	
Westpac	A1+	AA-	31-May-18	05-Jun-19	2.75%	1,000,000	1.85%	
Westpac	A1+	AA-	31-May-18	05-Jun-19	2.75%	1,000,000	1.85%	
Westpac	A1+	AA-	14-Mar-18	13-Mar-20	2.81%	500,000	0.93%	
Westpac	A1+	AA-	18-Apr-18	17-Apr-20	2.93%	500,000	0.93%	
Total Term Investments								50,000,000
TOTAL INVESTMENT AS AT 31 July 2018								53,959,489

*Tcorp is wholly owned by the NSW State Government

Performance by Type

Category	Balance \$	Average Interest	Bench Mark	Bench Mark %	Difference to Benchmark
Cash at Call	3,959,489	1.96%	Reserve Bank Cash Reference Rate	1.50%	0.46%
Term Deposit	50,000,000	2.68%	UBS 90 Day Bank Bill Rate	1.97%	0.71%
Total	53,959,489	2.63%			

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Restricted/Unrestricted Funds

At the time of preparing the report, finalised Reserves balances were not available as year end accounting adjustments were still in progress.

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.

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 decreased by \$3 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 31 July 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.

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Financial Implications

The matters raised in this report have direct financial implications. The income applicable is provided for in the 2018/2019 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 \$53.9 million as at 31 July 2018, invested in accordance with Council's Investment Policy.

RECOMMENDATION:

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

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Ooo

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 28 August 2018

Item: 209 **SS - Pecuniary Interest Returns - Designated Persons - (95496, 96333)**

Division: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to table two Disclosure of Pecuniary Interests and Other Matters Returns, which has 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 such 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.

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
Placemaking Coordinator	21 May 2018	13 August 2018
Compliance Officer (Parking)	28 May 2018	17 August 2018

The above Designated Persons have lodged their Section 449(1) Returns prior to the due date (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

Two 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 Ooo

ORDINARY MEETING
SECTION 3 – Reports for Determination
Meeting Date: 28 August 2018

Item: 210 **SS - 2017/2018 Operational Plan - Re Votes - (95496, 96332)**

Previous Item: 100, Extraordinary (13 June 2017)

Division: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to seek Council's approval to carry over funds unspent as at 30 June 2018 for works approved within the adopted 2017/2018 Operational Plans and subsequent Quarterly Budget Reviews.

EXECUTIVE SUMMARY:

Council adopted its Operational Plan for 2017/2018 on 13 June 2017, which was amended as necessary with amounts carried over from the previous financial year and through Quarterly Budget Reviews adopted by Council throughout the year. The 2017/2018 amended Operational Plan included funding for projects that as at 30 June 2018 were not fully expended.

Unspent funds relating to projects commenced in line with the requirements of Clause 211 of the Local Government (General) Regulation 2015 (the Regulation) do not lapse at the end of the financial year, and therefore do not require Council approval to be carried over. Projects that, as at the end of the financial year, have not commenced and were not committed in accordance with Clause 211 of the Regulation, require Council approval to be carried over.

The vast majority of projects and works requiring associated funding to be carried forward to the 2018/2019 financial year are within the scope of Clause 211 of the Regulation, and will proceed with funding being rolled into the 2018/2019 Operational Plan.

As at 30 June 2018, projects amounting to \$762,314 had not commenced, nor been committed. In accordance with Clause 211 of the Regulation, Council is required to re-vote these projects and associated amounts. These projects and works will be required to be undertaken in the 2018/2019 year, and the re-voting of funds will enable the expenditure to occur without having a financial impact on the 2018/2019 adopted Operational Plan.

Actions are in place to better align financial allocations over the actual project delivery timeframes in order to reduce the carryover amounts and enable other projects to be delivered in advance of anticipated timetables.

The current Operational Plan provides for additional project management staff to accelerate project delivery based on comprehensive project planning. The alignment of asset management planning and the LTFP also now provides for greater surety in committing resources to future year projects.

RECOMMENDATION SUMMARY:

That the funding for projects detailed within this report, totaling \$762,314, be re-voted and carried over into the 2018/2019 financial year.

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REPORT:

Context and Background

Clause 211 of the Local Government (General) Regulation 2005 (the Regulation), allows for previously approved budget expenditure not to lapse at the end of the financial year, provided approved unspent votes relate to funds that have been committed and works have commenced. Therefore these do not require Council approval to be carried over. However projects that, as at the end of the financial year were not commenced or committed in accordance with Clause 211 of the Regulation, require Council approval to be carried over.

Detailed History, including previous Council decisions

Council adopted its Operational Plan for 2017/2018 on 13 June 2017. The 2017/2018 Operational Plan was subsequently amended as necessary with amounts carried over from the previous financial year and through Quarterly Budget Reviews adopted by Council throughout the year. A similar process is now being commenced for the 2018/2019 Budget, whereby funds associated with projects that were unexpended as at 30 June 2018 will be rolled into the 2018/2019 Budget.

Policy considerations

The matters in this report relate to a legislative requirement. There is no applicable Council 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, 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

Projects and budgets within the 2017/2018 Operational Plan amounting to \$762,314 have not commenced, nor have been committed, as at 30 June 2018. In accordance with Clause 211 of the Regulation, Council is required to re-vote these projects and associated amounts. These projects and works will be required to be undertaken in the 2018/2019 year, and the re-voting of funds will enable the expenditure to occur without having a financial impact on the 2018/2019 adopted Operational Plan.

Projects recommended to be re-voted, are as follows:

- *Hawkesbury Street, Pitt Town - Road Improvements, \$500,000* – This project is currently in the design and investigation stage, with completion expected in October 2018. Following the tender process, construction works are scheduled to commence in March 2019.
- *Johnson / Hawkesbury Streets, Pitt Town – Relocate Drainage System, \$31,261* – These works comprise of drainage improvements required in Bona Vista Park. The

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timing of this work has been changed to align with associated intersection improvements.

- *East Market Street, Richmond – Reline Brick Drain, \$231,053* – This project is currently in the survey and design stage. However, based on heritage concerns, it is recommended that this project be deferred to enable a full heritage assessment to be completed. In order to facilitate required drainage improvements at this intersection, it is proposed to perform works that do not impact on the heritage portion (\$185,000) and allocate the remainder towards the heritage assessment. A recent CCTV inspection indicates that the brick drain is in a stable condition, at this stage.

Financial Implications

The matters raised in this report have direct financial implications. Funding requested to be re-voted and carried over to the 2018/2019 financial year has already been approved as part of the 2017/2018 Operational Plan and subsequent Quarterly Budget Reviews. The amounts carried over will be added on to the adopted 2018/2019 Operational Plan to fund the projects carried with a nil financial impact.

While there is no financial impact, the carrying over of projects does impact a number of Council's financial sustainability ratios. The impact is limited to a timing difference arising from expenditure being deferred from one financial year to another.

Actions are in place to better align financial allocations over the actual project delivery timeframes in order to reduce the carryover amounts and enable other projects to be delivered in advance of anticipated timetables.

The current Operational Plan provides for additional project management staff to accelerate project delivery based on comprehensive project planning. The alignment of asset management planning and the LTFP also now provides for greater surety in committing resources to future year projects.

Fit For The Future Strategy Considerations

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

Conclusion

Projects amounting to \$762,314 have not commenced, nor have been committed, as at 30 June 2018. In accordance with Clause 211 of the Regulation, Council is required to re-vote these projects and associated amounts. These projects and works will be required to be undertaken in the 2018/2019 year, and the re-voting of funds will enable the expenditure to occur without having a financial impact on the 2018/2019 adopted Operational Plan.

RECOMMENDATION:

That the funding for projects detailed within this report, totaling \$762,314, be re-voted and carried over into the 2018/2019 financial year.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Ooo

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Item: 211 **SS - Hawkesbury City Eisteddfod - Renewal of Sponsorship Agreement - (95496, 96328)**

Previous Item: 47, Ordinary (13 March 2007)
 288, Ordinary (11 December 2007)
 49, Ordinary (11 March 2008)
 82, Ordinary (29 April 2008)
 83, Ordinary (14 May 2013)

Division: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to advise Council of the requirement for Council to consider the renewal of its sponsorship for the staging of the Hawkesbury City Eisteddfod.

EXECUTIVE SUMMARY:

Council has been the major sponsor of the Hawkesbury City Eisteddfod for close to 40 years. In 1999, Council adopted a policy to formalise this arrangement with Council resolving to provide ongoing annual sponsorship to support the staging of the Hawkesbury City Eisteddfod by the Hawkesbury City Eisteddfod Society.

Following the issuing of guidelines by the Independent Commission Against Corruption (ICAC) aimed at assisting public sector agencies to develop policies for receiving and granting sponsorship, Council reviewed its community donations programs. In 2007, Council adopted a Sponsorship Policy based on the ICAC guidelines and implemented a revised Community Sponsorship Program to give effect to the Sponsorship Policy.

The Sponsorship Policy replaced Council's Eisteddfod Sponsorship Policy. During the consultation process undertaken as part of the community sponsorship review, the Hawkesbury City Eisteddfod Society expressed concern that the revised sponsorship framework might place the long-term funding of the Hawkesbury Eisteddfod at risk.

In responding to this concern, Council considered options for the continued funding of the Eisteddfod and resolved in April 2008 to treat the Hawkesbury Eisteddfod as a special category under the Community Sponsorship Program. Under this arrangement, Council entered into a renewable five year sponsorship agreement with the Hawkesbury City Eisteddfod Society to support the staging of the Hawkesbury Eisteddfod.

A five year sponsorship agreement was subsequently executed in 2008 and renewed in 2013. This report has been prepared to advise Council that the Sponsorship Agreement is due for renewal. Elsewhere in the Business Paper a report has been prepared in relation to the Community Sponsorship Program. The report proposes that the program be reviewed and as part of this process and that a discussion paper be prepared for Council's consideration.

RECOMMENDATION SUMMARY:

That Council renew its sponsorship for the staging of the Hawkesbury City Eisteddfod for one year pending the outcome of the review of the Community Sponsorship Program.

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REPORT:

Context and Background

Council has been sponsoring the Hawkesbury Eisteddfod for close to 40 years. In 1999, Council formalised this sponsorship by adopting 'The Hawkesbury City Eisteddfod Society Sponsorship Policy' which provided for the ongoing annual sponsorship of the Eisteddfod. The Policy required Council to subsidise the hire of the Windsor Function Centre to support the Society to stage the Eisteddfod.

In 2005, Council reviewed its then Community and Cultural Grants Donations Program. Following a community consultation process, Council resolved in 2007 to establish its current Community Sponsorship Program which replaced the previous Donations Program.

The revised Community Sponsorship Program was established to give effect to Council's adoption of a Sponsorship Policy prepared in accordance with guidelines issued by the Independent Commission Against Corruption. As part of this process Council's 1999 Eisteddfod Sponsorship Policy was archived.

During the consultation process, the Hawkesbury City Eisteddfod Society expressed concern that under the Community Sponsorship Program, which was application based and subject to eligibility and assessment criteria, that the long-term funding of the Hawkesbury Eisteddfod might be placed at risk – particularly in view of the archiving of the 1999 Eisteddfod Sponsorship Policy.

In responding to this concern, Council requested that a report be prepared to identify options for long-term funding of the Eisteddfod. In considering these options Council resolved in April 2008 to treat the Hawkesbury Eisteddfod as a special category under the Community Sponsorship Program. This arrangement provided for the following:

- the identification of the Hawkesbury Eisteddfod as a 'flagship' cultural event;
- the creation of a dedicated budget allocation for the Eisteddfod;
- the quarantining of funds from the Section 356 financial assistance allocation to fund the Eisteddfod;
- funding for the Eisteddfod to be automatically included in Council's draft budget estimates for consideration by Council to remove the requirement for the Hawkesbury City Eisteddfod Society to submit an application under the Community Sponsorship Program;
- Council to enter into a renewable five year sponsorship agreement with the Society;
- in year five of the five year agreement, Council to be advised of the requirement for Council to renew the agreement for a further five years and for the Society to provide a short report to Council on the outcomes of the Eisteddfod;
- the Society to maintain its current authority and responsibility for the staging of the Eisteddfod.

Council subsequently entered into a sponsorship agreement with the Society in 2008/2009 for a five year period, and again in 2013/2014 for a further five year period. The Society is now seeking confirmation of the renewal of Council's financial assistance for a further five years commencing in 2018/2019.

Sponsorship of the Hawkesbury Eisteddfod

Since 2008/2009 Council has contributed \$205,878 to support the staging of the Hawkesbury Eisteddfod. These funds have been directly remitted to the management of Windsor Function Centre as a contribution to the costs of the hiring of the Centre to stage the Eisteddfod.

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Should Council resolve to renew the Sponsorship Agreement for a further five years, Council's contribution would be in the order of \$115,000 over this period. The Hawkesbury City Eisteddfod Society has provided a brief report on the Eisteddfod (Attachment 1), and a statement of Income and Expenditure for the period 1 February 2017 to 31 January 2018 (Attachment 2).

The Society has advised that the Eisteddfod attracts 5,000 to 6,000 entrants each year. The 2018 Eisteddfod is currently in progress and will run from July through to September. Children and young people from 48 schools have entered to participate across 168 groups performing in categories including dance, instrumental, vocal, speech and choral. Of the schools who have registered to participate:

- 18 are local schools - both public and independent.
- 28 are neighbouring schools from localities including Rouse Hill, Dural, and the Lower Blue Mountains.
- 2 schools will travel from Newcastle and the North Shore.

The five year sponsorship agreement, if approved by Council, would see the Hawkesbury City Eisteddfod Society receive \$22,318 in sponsorship in 2018/2019 and \$22,318 in 2019/2020. For the remaining three years of the sponsorship agreement, this figure would then be increased by the annual indexation amount determined by Council for the indexation of discretionary expenditures under Council's Fit for the Future framework.

Detailed History, including previous Council decisions

In 1999, Council adopted the 'Hawkesbury City Eisteddfod Society Sponsorship Policy' to provide for ongoing annual sponsorship of the Hawkesbury Eisteddfod.

In 2005, Council resolved to review the administration and operation of its Section 356 financial assistance programs in consultation with current and past recipients of community donations.

The outcome of the review was reported to Council in December 2006, with Council resolving to prepare and place on public exhibition a draft Sponsorship Policy prepared in accordance with guidelines issued by the Independent Commission Against Corruption to assist public sector agencies to develop policies and procedures for granting and receiving sponsorship.

In March 2007, Council adopted the draft Sponsorship Policy. In December 2007, following the adoption of the Policy, Council resolved to archive the 1999 Eisteddfod Sponsorship Policy, and requested that a report be prepared to identify options for long-term funding of the Eisteddfod.

In April 2008, Council resolved to treat the Hawkesbury Eisteddfod as a special category under the Community Sponsorship Program, and to enter into a renewable five year sponsorship agreement with the Hawkesbury City Eisteddfod Society, to support the staging of the Hawkesbury Eisteddfod.

In May 2013, the sponsorship agreement was renewed for a further five year period.

Review of Community Sponsorship Program

As reported elsewhere in the Business Paper it is proposed that Council undertake a review of the Community Sponsorship Program under which sponsorship for the Eisteddfod has been provided.

The Community Sponsorship Program was established more than 10 years ago and has evolved over this time.

Council has been progressively reviewing the principles and framework that underpin its sponsorship activities to align them with the directions and intent of the Hawkesbury Community Strategic Plan and to direct Council resources and funding to support activities that;

- bring people together and build community relationships;
- build capacity for community leadership, self-organisation and resilience; and

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- build social cohesion across communities

As part of the review it is proposed that a discussion paper be prepared for Council's consideration to identify options and issues flowing from the proposed realignment of community sponsorship criteria. Accordingly this report proposes that Council renew its sponsorship of the Eisteddfod for one year pending the outcome of the review.

Policy considerations

The proposal to renew the sponsorship agreement with the Hawkesbury City Eisteddfod Society is consistent with Council's previous resolutions and the identification of the Hawkesbury Eisteddfod as a special category under the Community Sponsorship Program.

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 Community

2.2 Participation in recreational and lifestyle activities is increased

2.2.2 Encourage active participation in a range of sporting and recreational pursuits.

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.

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.

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 consider the request from the Hawkesbury City Eisteddfod Society to renew its sponsorship for the staging of the annual Hawkesbury Eisteddfod.

RECOMMENDATION:

That Council renew its sponsorship for the staging of the Hawkesbury City Eisteddfod for one year pending the outcome of the review of the Community Sponsorship Program.

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ATTACHMENTS:

AT - 1 Report from Hawkesbury City Eisteddfod Society

AT - 2 Income and Expenditure Statement 1/02/2017 to 31/01/2018

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AT - 1 Report from Hawkesbury City Eisteddfod Society

HAWKESBURY CITY EISTEDDFOD BACKGROUND

HISTORY

In 1990 after expressing our concerns regarding future implications of leasing the Windsor Cultural and Community Centre, the Hawkesbury City Council resolved *“that an annual donation of \$1000 would be made to the Hawkesbury District Eisteddfod Society and that the Council would subsidize the Eisteddfod Society for the use of the Windsor Function Centre on an annual basis for the eisteddfod”* COPY ENCLOSED (Ref D64, 13/6/90) The eisteddfod depends on the Hawkesbury City Council for the sponsorship of the venue.

- **Windsor Cultural and Community Centre** was a building funded jointly by a grant from Gough Whitlam’s Federal government and the Hawkesbury Shire ratepayers as a community facility. At the time of the leasing of the Centre, we sent a number of letters to the Hawkesbury City Council and Hon K R. Rozzoli M.P. expressing our concerns as to the outcome. One concern was the increase in hiring charges which would lessen the availability of the Centre to the community. We were advised that *“In no way will the use of the Centre be jeopardized by denying community access.”* Mayor John Horrex, May 28, 2000.
- The Windsor Cultural and Community Centre was built in consultation with the eisteddfod and orchestra groups, for this purpose. The use of the Windsor Function Centre is necessary for the continuation of the eisteddfod. The Centre is a suitable venue as it is the only local venue large enough to hold the school and group competitions and we are able to use 2 rooms concurrently to lessen the duration of the competition and thus help minimize costs and volunteer help.

EISTEDDFOD

I would like to elaborate on a number of points concerning the Hawkesbury Eisteddfod Society and the Windsor Function Centre (formerly the Cultural and Community Centre).

- This year is the 67th Annual Festival of the Hawkesbury City Eisteddfod. The eisteddfod has been held in the Windsor Cultural and Community Centre for close to 38 years - since it was opened in the 1970’s. 5000-6000 children cross the stage each year and many thousands attend to witness the events.
- **AIMS** The aim of the society is to promote cultural activities in the Hawkesbury district and to conduct an annual eisteddfod. It encourages competitive participation in vocal, instrumental, piano/forte, dance, highland dance, speech, public speaking and Christian Worship for individuals and school groups. It has steadily grown to the largest cultural competition staged in the Hawkesbury district and one of the most significant cultural activities in western Sydney providing an opportunity for competitors to participate in a friendly responsive atmosphere while polishing their skills, developing confidence, leadership skills and self esteem. It is principally a participation

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event. This is a forum for the youth of the district and a stepping stone for many to greater things.

- An ever increasing numbers of **schools** use the eisteddfod as an avenue for friendly inter-school competition resulting in a higher standard of cultural skill and ability. Local schools find that it is a valuable tool for inclusion in their school prospectus. This year we have in excess of 180 school groups entered in Choral, Band & Ensembles, Verse Speaking choirs and Dance groups.
- The organisation is a **non-profit making** organization where all incoming money is spent on promoting and providing the youth with a cultural event that benefits the community. If the society has to undertake the additional burden of rental the eisteddfod will soon be disbanded and the community will suffer.
- Our **committee** consists of interested and dedicated **volunteers** from the community who all work in an honorary capacity. Members consist of interested parents, grandparents, community minded individuals and teachers. Meetings take place monthly and the eisteddfod takes a full year to stage. Once the eisteddfod is over, the following years festival is being organised. During the event the committee and their families work untiringly and often at personal expense. Refunds to committee members is only for postage, some telephone and nothing else. The only person paid for services during the eisteddfod are the adjudicators. Adjudicators are not associated with society and are always from a different area.
- In the time since the leasing of the Centre the **hiring charge** for the eisteddfod usage has risen from \$1000 to \$30000. This dramatic increase is a direct result of rental increases as we predicted. Last year the cost of leasing the centre was approx \$28000. The WFC directly bills the HCC and we receive no funds from the council - however we pay the excess not covered by the HCC - last year (2017) \$5954.

In 2013 this same issue was taken to council and it resolved to put us on a 5 year contract which gave us certainty. That time frame is now over and we are hoping that the HCC will again see the value in such an important performing arts festival in the district.

Without the support of the Hawkesbury City Council and the subsidy for the rental, the eisteddfod will cease to exist. This would be a tragic loss to the Hawkesbury community and a backward step in the cultural future of the district.

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AT - 2 Income and Expenditure Statement 1/02/2017 to 31/01/2018



HAWKESBURY CITY EISTEDDFOD SOCIETY

ABN 23 528 413 429

Hon. Treasurer: Mrs C McKenzie
P O Box 7036, Wilberforce NSW 2756
0428228646

ANNUAL FINANCIAL REPORT

1/2/2017 to 31/1/2018

INCOME AND EXPENDITURE STATEMENT 1/2/2017 to 31/1/2018

	GRAND TOTAL
Balance at 1/2/2017	\$42181.94
INCOME	
Membership fees	25.00
Donations 0707	2430.00
Donations 0313	300.00
Entry fee 0707	4198.00
Entry fee 0313	11007.00
Programmes/sales 0707	687.90
Programmes/sales 0313	1445.00
Doortakings	18504.00
AESA refund	293.86
Sundries	9.00
TOTAL CREDIT	38899.76
EXPENDITURE	
Adjudicator/Accompanist expenses	10808.81
Print/Stationary	1338.25
Insurance/registrationAESAs/copyright	1843.68
Trophies/medals/ribbons	10765.15
Prize money (mostly donations)	5116.30
Advertising	304.14
Piano tuning	200.00
Postage	707.90
Rent - Church hall & CWA rooms for meetings/rehearsals (\$300.00)	6254.30
Windsor Function Centre - balance of rental (\$5954.30)	
Catering	2097.10
Website/computer expenses	1360.00
Equipment	130.00
Sundries – florist, gifts etc	352.00
AESA meeting expenses	720.00
TOTAL DEBIT	41997.63
Balance at 31/1/2018	\$39085.07

Date: 19/2/2018

oooO END OF REPORT Ooo

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Item: 212 **SS - Community Sponsorship Program - 2018/2019 - Round 1 - (95496, 96328)**

Division: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to advise Council of applications for financial assistance to be determined under Round 1 of the Community Sponsorship Program for 2018/2019. The report also proposes that Council review the eligibility and assessment criteria for the Community Sponsorship Program.

EXECUTIVE SUMMARY:

The Community Sponsorship Program provides the opportunity for community groups and individuals to seek financial assistance from Council. The Program has a number of funding categories which have been developed to support community initiatives and activities.

The Program was established in 2007 has evolved over time. This report lists the 13 applications received under Round 1 of the 2018/2019 Community Sponsorship Program, the outcome of their assessment against the sponsorship criteria and the proposed level of financial assistance for the applications.

The report notes that Council has been progressively reviewing the principles and framework that underpin its sponsorship of activities and events to realign them with the directions and intent of the Hawkesbury Community Strategic Plan. Accordingly, the report proposes that the eligibility and assessment criteria for the Community Sponsorship Program be reviewed and realigned to support activities that build Community, Capacity and Connections.

RECOMMENDATION SUMMARY:

The report recommends that Council approve the payment of financial assistance to organisations and individuals who have applied under Round 1 of the 2018/2019 Community Sponsorship Program and that the eligibility and assessment criteria for the Community Sponsorship Program be reviewed with the proposed revised criteria reported to Council for its consideration.

REPORT:

Context and Background

The Community Sponsorship Program provides the opportunity for community groups and individuals to seek financial assistance from Council under five categories:

- Minor Assistance: funding to enable groups or individuals to participate in competitions and other events (up to \$500).
- Seeding Grants: funding for community and cultural programs or activities; community resources and minor capital works; and public education and awareness programs (up to \$3,000).
- Access to Community Facilities: 50% subsidy for hire of community facilities (up to \$500).
- Improvements to Council Facility: reimbursement of Development Application fees for renovations or additions to Council owned buildings or facilities (up to \$800).

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- Accessibility Improvements: funding to improve accessibility to businesses and services in the Hawkesbury Local Government Area (up to \$3,000).

Detailed History, including previous Council decisions

In 2005, Council resolved to review the administration and operation of its Section 356 financial assistance programs in consultation with current and past recipients of community donations.

The outcome of the review was reported to Council in December 2006 with Council resolving to prepare and place on public exhibition a draft Sponsorship Policy prepared in accordance with guidelines issued by the Independent Commission Against Corruption to assist public sector agencies to develop policies and procedures for granting and receiving sponsorship.

In March 2007, Council adopted the draft Sponsorship Policy and implemented a revised Community Sponsorship Program to give effect to the Sponsorship Policy.

In April 2008, Council resolved to enter into a long-term sponsorship agreement to fund the annual staging of the Hawkesbury Eisteddfod as a special category of financial assistance under the Community Sponsorship Program.

In July 2008, Council approved the inclusion of 'Improvements to Council Facility' as an additional category under the Community Sponsorship Program.

In March 2014, Council approved the inclusion of 'Accessibility Improvements' as an additional category under the Community Sponsorship Program.

In October 2016, Council also resolved to enter into a long-term sponsorship agreement to cover rental costs for the Women's Cottage as a 'special' category of financial assistance under the Community Sponsorship Program.

Community Sponsorship Program (2018/2019)

Council's adopted 2018/2019 Budget for the Community Sponsorship Program is \$86,866, which included a \$15,000 enhancement to the Community Sponsorship Program under the 'Building Hawkesbury's Future' program which has been funded from the special rate variation approved by the Independent Pricing and Regulatory Tribunal.

Total Budget for Financial Year 2018/2019	\$86,866
Less provisional allocation for Hawkesbury Eisteddfod	\$22,318
Less allocation for The Women's Cottage	<u>\$22,399</u>
Balance remaining	\$42,149

(*The funding of the Eisteddfod for the period 2018 to 2022 is the subject of a separate report within this Business Paper).

In accordance with Council's Community Sponsorship Policy, applications for community sponsorship under Round 1 of the Community Sponsorship Program 2018/2019 were called for and 12 were received. In addition to these applications, a further application representing a previously approved three sponsorship has been included for Council's determination.

Assessment of 2018/2019 Round 1 Applications

In total, 13 applications are presented for Council's consideration under Round 1 of the 2018/2019 CSP. Table 1 summarises the applications received and the proposed level of financial assistance. A more comprehensive analysis of each application against the Community Sponsorship Program criteria is provided in Attachment 1.

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Applicant	Type ⁽¹⁾	Proposal	Recom · Amou nt
1. LEEP NGO Inc	SG	Hawkesbury e-News	3,000
2. Brayden Rodrigues	MA	Representative Martial Arts	150
3. Windsor Public School	CF	Hire of Windsor Function Centre	453
4. Molly Mamo	MA	Representative Gymnastics	150
5. Ethan Treble	MA	Representative Baseball	150
6. Pitt Town Neighbourhood Watch	SG	Neighbourhood Watch signage in Pitt Town	3000
7. Hawkesbury Skills Inc	SG	Replacement of fence at 23 Bosworth Street, Richmond	3000
8. Kurrajong Branch CWA Association of NSW Inc	SG	Installation of new air-conditioning at Kurrajong CWA hall	3000
9. MacDonald Valley Association Inc	SG	Purchase of a defibrillator	3000
10. Jack Donaldson	MA	Representative Polocrosse	150
11. Western Sydney Suicide Prevention Network Group	SG	Equipment hire for Mental Health Expo	3000
12. Hawkesbury Dog Agility Club Inc	SG	Lighting in training arena	1000
13. Macquarie Towns Orchestra	MA	Purchase of musical instruments	500
TOTAL			20,553

(1) MA = Minor Assistance SG = Seeding Grant CF = Access to Community Facilities

There are sufficient funds to cover the total recommended amount of \$ 65,270 for Round 1 of the 2018/2019 Community Sponsorship Program (inclusive of the allocation for the Women's Cottage and the Hawkesbury Eisteddfod) leaving a balance of \$21,596 for allocation in further rounds.

Review of Eligibility and Assessment Criteria for Community Sponsorship Program.

The Community Sponsorship Program was established more than 10 years ago in 2007. Since that time a number of additional sponsorship categories have been added to the program

Council has been progressively reviewing the principles and framework that underpin its sponsorship activities to align them with the directions and intent of the Hawkesbury Community Strategic Plan and to direct Council resources and funding to support activities that;

- bring people together and build community relationships;
- build capacity for community leadership, self-organisation and resilience; and
- build social cohesion across communities

The Community Strategic Plan also has a focus on projects that aim to revitalise and activate town centres and public spaces, create a sense of place, and provide opportunities for residents to participate in celebrating the Hawkesbury, its people and its history.

It is proposed that the criteria for the Community Sponsorship Program be realigned to support the key directions and intent of the Hawkesbury Community Strategic Plan. As part of this process, the eligibility and assessment criteria that Council has recently developed to guide its sponsorship approach to community and civic events will be reviewed to determine the potential for developing common eligibility and assessment criteria and provide for a more simple and consistent framework for the allocation of sponsorship.

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The proposed realignment of the Community Sponsorship Program to implicitly support community connectedness, capacity and resilience will provide Council with a resourcing vehicle to deliver on the key directions of the Community Strategic Plan.

Policy considerations

The Council policy relevant to Council's decision in this matter is the Community Sponsorship Policy which was adopted by Council in March 2007. The recommendations within this report are consistent with the Policy and Council's previous resolutions regarding special category sponsorship agreements.

Consultation

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

In keeping with the community sponsorship procedures, information about Round 1 of the Community Sponsorship Program was:

- posted on Council's website from 22 June 2018 with links to application forms and information sheet;
- presented to the April and June meetings of Hawkesbury Connect – the primary interagency for the Hawkesbury Local Government Area;
- presented to the May, June and July meetings of the Community Care Forum and Hawkesbury Youth Interagency; and
- listed on Hawkesbury E-news on-line news bulletin with 674 Hawkesbury subscribers.

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

2.3 Community partnerships continue to evolve

2.3.1 Encourage and facilitate community partnerships.

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.

Financial Implications

The expenses associated with this matter have been provided for in Service 12 - Section 356 Expenditure of the 2018/2019 Adopted Operational Plan.

Fit For The Future Strategy Considerations

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

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Conclusion

The approval of the applications received under Round 1 will enable Council to continue its commitment to providing financial assistance to volunteer groups, community organisations and individuals for works and projects which benefit residents and deliver on community priorities identified in Council's adopted Plans.

Furthermore, the outcomes of the review of the eligibility and assessment criteria for the Community Sponsorship Program will be drafted in the form of a discussion paper to be considered by Council. It is anticipated that the discussion paper will be finalised before the end of the year.

RECOMMENDATION:

That Council:

1. Approve payments of Section 356 Financial Assistance to the organisations and individuals listed and at the level recommended in Table 1 of this report.
2. Note that the required Sponsorship Agreement for application 2 has been previously executed to provide for the continuation of funding for these proposals.
3. Approve the execution of Council's standard Sponsorship Agreement for the applications 6, 7, 8, 9, 10, and 12, as identified in Table 1 of this report.
4. Note the proposed review of the eligibility and assessment criteria for the Community Sponsorship Program and the development of a discussion paper for consideration of Council.

ATTACHMENTS:

AT - 1 Assessment of Applications under Round 1 Community Sponsorship Program 2018/2019

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AT - 1 Assessment of Applications under Round 1 Community Sponsorship Program 2018/2019

Attachment 1 - Assessment of Applications under Round 1 Community Sponsorship Program 2018/2019

Applicant	Sponsorship Type (1)	Description	Assessment Criteria								Amount requested (or previously approved for ES Sponsorship)	Amount recommended	Comments
			Local service	Not-for-profit	Not funded by State/Federal Agency	Co-contribution provided	Reflects agreed community priority	Meets sponsorship criteria	Financially sustainable	Documentation provided			
1. LEEP NGO Inc	SG	Hawkesbury e-News	✓	✓	✓	✓	✓	✓	✓	✓	3,000	3,000	Final year of approved 3 year Sponsorship Agreement
2. Brayden Rodrigues	MA	Representative Martial Arts – ISKA World Martial Arts Championships, Orlando, Florida, USA, 5-7 July 2018	✓	✓	✓	✓	✓	✓	n/a	✓	150	150	Meets requirements of the Minor Assistance category
3. Windsor Public School	CF	Hire of Windsor Function centre for Annual School Presentation Night, 18 December 2018	✓	✓	✓	✓	✓	✓	✓	✓	453	453	Meets requirements of the Access to Community Facilities category
4. Molly Mamo	MA	Representative Gymnastics – National Gymnastics Championships, Melbourne VIC, 29 May to 3 June 2018	✓	✓	✓	✓	✓	✓	n/a	✓	150	150	Meets requirements of the Minor Assistance category
5. Ethan Treble	MA	Representative Baseball – US Junior Talent Tournament, San Diego, California, USA, 7 – 18 July 2018	✓	✓	✓	✓	✓	✓	n/a	✓	150	150	Meets requirements of the Minor Assistance category
6. Pitt Town Neighbourhood Watch	SG	Erection of Neighbourhood Watch signs in Pitt Town	✓	✓	✓	✓	✓	✓	✓	✓	3000	3000	Meets requirements of Seeding Grant category
7. Hawkesbury Skills Inc	SG	Replacement of fence at 23 Bosworth Street, Richmond	✓	✓	✓	✓	✓	✓	✓	✓	3000	3000	Meets requirements of Seeding Grant category
8. Kurrajong Branch CWA Association of NSW Inc	SG	Installation of new air-conditioning at Kurrajong CWA hall	✓	✓	✓	✓	✓	✓	✓	✓	3000	3000	Meets requirements of Seeding Grant category
9. MacDonald Valley Association Inc	SG	Purchase of a defibrillator	✓	✓	✓	✓	✓	✓	✓	✓	3000	3000	Meets requirements of Seeding Grant category
10. Jack Donaldson	MA	Representative Polocrosse -	✓	✓	✓	✓	✓	✓	n/a	✓	150	150	Meets requirements of the Minor Assistance category

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Applicant	Sponsorship Type (1)	Description	Assessment Criteria								Amount requested for previously approved ES Sponsorship)	Amount recommended	Comments
			Local service	Not-for-profit	Not funded by State/Federal Agency	Co-contribution provided	Reflects agreed community priority	Meets sponsorship criteria	Financially sustainable	Documentation Provided			
Western Sydney Suicide Prevention Network Group	SG	Equipment and venue hire for a Mental Health expo during Mental Health Month in October 2018	✓	✓	✓	✓	✓	✓	✓	✓	3000	3000	Meets requirements of Seeding Grant category
Hawkesbury Dog Agility Club	SG	Installation of lighting in a training arena at Hawkesbury Showground	✓	✓	✓	✓	✓	✓	✓	✓	1000	1000	Meets requirements of Seeding Grant category
Macquarie Towns Orchestra	MA	Purchase of musical instruments for use by orchestra members	✓	✓	✓	✓	✓	✓	n/a	✓	500	500	Meets requirements of the Minor Assistance category
											20,553	20,553	

1) MA = Minor Assistance SG = Seeding Grant CF = Access to Community Facilities ICF = Improvements to Council owned Community Facilities AI = Accessibility Improvements

oooO END OF REPORT Ooo

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Item: 213 **SS - Council Resolution Summary - January 2018 to June 2018 - (95496, 96333)**

Previous Item: NM2, Ordinary (24 June 2014)

Division: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to provide a summary of the resolutions passed by Council for the period from 1 January 2018 to 30 June 2018.

EXECUTIVE SUMMARY:

At the Ordinary meeting on 24 June 2014, Council resolved to receive a six-monthly report summarising the resolutions moved by Council in the preceding six months. This report, and the attachment to the report, summarises the resolutions passed by Council for the period from 1 January 2018 to 30 June 2018, excluding resolutions as outlined in the report below.

RECOMMENDATION SUMMARY:

The report recommends that the Council Resolution Summary for 1 January 2018 to 30 June 2018 be received and noted.

REPORT:

Context and Background

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

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

Detailed History, including previous Council decisions

Following the resolution of 24 June 2014, staff determined a means to capture the required information in line with the resolution. Accordingly, based on the excluded resolutions outlined in the above resolution, it was determined that the Council report would be prepared according to the following criteria for accuracy and consistency with the resolution:

A. Inclusions for the six-monthly report are:

1. Resolutions regarding Development Applications that:
 - a) are referred to a Councillor Briefing Session
 - b) are deferred to conduct a site visit
 - c) call for a further report to be submitted to Council.
2. Resolutions regarding Conference attendances that require a follow-up report.

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3. Resolutions regarding Confidential items including:
 - a) all lease matters
 - b) all tender matters.
 4. Resolutions not in the exclusions outlined in Part B, below.
- B. Exclusions for the six-monthly report are:
1. Items with receive and note resolutions.
 2. Procedural resolutions, including the adoption of reporting publications such as Council's Operational Plan and adoption of Council Policies.
 3. Resolutions regarding Development Applications which have been approved with conditions or refused.
 4. Resolutions regarding Conference attendance without a follow-up report.
 5. Reports of Committees where they are received and/or adopted.
 6. Resolutions regarding park usage which have been approved or refused.

Included, as Attachment 1 to this report, is a Resolution Tracking Summary for the period 1 January 2018 to 30 June 2018, based on the Council resolutions outlined in Part A above. The Resolution Tracking Summary contains information regarding each resolution including the Council Meeting Date, Item Number, Item Description, Resolution Number, Summary of the Resolution, Responsible Officer, and the Status. The Status column of the Summary has a set of options, being "Completed / In Progress / Not Initiated" and a comments area to further expand on the progress or final actions of each resolution.

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

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

Discussion

During the subject reporting period, Council determines a number of resolutions that either require staff action or are procedural in nature.

The information provided in Attachment 1 to this report, provides a summary of the resolutions that require staff action and note the action that has occurred, or is expected to occur.

The summary information as provided in Attachment 1 to this report is reviewed regularly to ensure that required actions are performed.

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Financial Implications

There are no financial implications applicable to 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 2018/2019 Operational Plan, which will adversely impact on Council's financial sustainability.

Conclusion

Council resolves a number of substantive and procedural matters throughout the course of its Council Meetings. The status and information updates on the substantive resolutions are provided for in Attachment 1 to this report.

RECOMMENDATION:

That the report regarding Council resolutions for the period 1 January 2018 to 30 June 2018, be received and noted.

ATTACHMENTS:

AT - 1 Council Resolution Summary - January to June 2018 (*distributed under separate cover*).

oooO END OF REPORT Ooo

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ordinary

section 4

reports
of committees

ORDINARY MEETING

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SECTION 4 – Reports of Committees

Item: 214 **ROC - Human Services Advisory Committee - 26 July 2018 - (124414, 123486)**

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Human Services Advisory Committee, held on 26 July 2018.

RECOMMENDATION SUMMARY:

None of the matters contained within the attached minutes of the Human Services Advisory Committee have policy or financial implications to Council, and as such do not require special consideration by Council and they are presented for information only.

REPORT:

Discussion

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

There were no matters contained within the attached minutes that have policy or financial implications to Council and therefore, the minutes are presented for information only.

RECOMMENDATION:

That the Minutes of the Human Services Advisory Committee held on 26 July 2018 be received and noted.

ATTACHMENTS:

AT - 1 Minutes of the Human Services Advisory Committee held on 26 July 2018

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AT - 1 Minutes of the Human Services Advisory Committee held on 26 July 2018

The meeting commenced at 9:32am.

Present: Councillor Barry Calvert, Chairperson
 Councillor Mary Lyons-Buckett, Deputy Chairperson
 Councillor Emma-Jane Garrow, Hawkesbury City Council
 Councillor Sarah Richards, Hawkesbury City Council
 Mr Strephon Billingham, Hawkesbury District Health Services
 Mr Simon Griffin, Community Representative
 Ms Kerry Dolaghan, Wentworth Community Housing
 Mr Ben Jackson, Community Representative
 Ms Vickie Shackley, Community Representative
 Ms Birgit Walter, North Richmond Community Centre
 Mr Peter Webb, Community Representative

Apologies: Ms Karen Kobier, Community Representative
 Ms Leonnie Carroll, Wentworth Community Housing
 Ms Megan Ang, Hawkesbury City Council
 Mr Joseph Litwin, Hawkesbury City Council

In Attendance: Ms Linda Perrine, Hawkesbury City Council
 Mr Andrew Kearns, Hawkesbury City Council
 Mr Michael Laing, Hawkesbury City Council
 Ms Robyn Kozjak - Minute Taker, Hawkesbury City Council

Non Attendance: Ms Stephanie Oatley, Platform Youth Services

REPORT:

The Chair welcomed Ms Linda Perrine who has recently been appointed to the position of Director City Planning at HCC.

RESOLVED on the motion of Mr Webb and seconded by Councillor Garrow that the apologies be accepted.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Mr Griffin and seconded by Ms Dolaghan that the Minutes of the Human Services Advisory Committee held on the 3 May 2018, be confirmed.

Attendance Register of Human Services Advisory Committee

Member	08.02.18	03.05.18	26.07.18	
Councillor Barry Calvert	✓	✓	✓	
Councillor Mary Lyons Buckett	A	✓	✓	
Councillor Emma-Jane Garrow	✓	A	✓	
Councillor Sarah Richards	✓	A	✓	
Ms Vickie Shackley	✓	✓	✓	
Mr Peter Webb	A	✓	✓	
Mr Simon Griffin	✓	✓	✓	
Mr Strephon Billingham	✓ Scott Dacso in lieu	✓	✓	
Ms Karen Kobier	✓	A	A	
Mr Ben Jackson	✓	✓	✓	
Ms Birgit Walter	✓	✓	✓	
Ms Stephanie Oatley	X	A	X	
Ms Leonnie Carroll (joined as at 29.05.17)	A	A	A	
Ms Kerry Dolaghan (joined as at 31.05.17)	✓	✓	✓	

Key: A = Formal Apology

✓ = Present

X = Absent - no apology

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SECTION 4 - Reports for Information

Item: 1 **HSAC - Report and Recommendations from the Affordable Housing Working Group - (124414, 123486)**

Previous Item: 1, HSAC (27 July 2017)
 1, HSAC (9 November 2017)

Directorate: City Planning

DISCUSSION:

9:35: Mr Jackson and Councillor Lyons-Buckett arrived.

- An overview of the report and recommendations from the Affordable Housing Working Group adopted by Council was provided.
- Reference was made to recommendation 2.2 of the report *"provide incentives and encouragement for people living in an 'empty nest' situation or for first home buyers to consider occupying granny flats or other smaller residences"* which prompted discussion regarding retirement living and the 'over 55's' village at North Richmond (RSL LifeCare - Kingsford Smith). The 'downsizing' model generally appears to be working well culturally and societally.

Reference was then made to recommendation 4.1 *"promote the development of further aged care facilities and/or lifestyle communities"* and it was agreed the recommendation could be further refined and formulated into policy, along with other recommendations, once resources make that possible. There is currently no grant funding readily available to secure a coordinator to oversee the implementation of the recommendations in the report.

- It was noted many retirement housing models would not sit under the banner of 'affordable' housing.
 - Ms Perrine suggested a representative from RSL LifeCare be invited to the next HSAC meeting (22 November 2018) to assist the Committee to gather further information in relation to planning options for future housing needs.
-

RECOMMENDATION TO COMMITTEE:

That the Human Services Advisory Committee:

1. Receive and note this information.
2. Receive ongoing updates at future Human Services Advisory Committee meetings on the progress of Council's adopted recommendations from the Affordable Housing Working Group.

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the Human Services Advisory Committee:

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1. Receive and note this information.
2. Receive ongoing updates at future Human Services Advisory Committee meetings on the progress of Council's adopted recommendations from the Affordable Housing Working Group.

Item: 2 **HSAC - Update on Initiatives to End Homelessness, July 2018 - (124414, 123486)**

Previous Item: 2, HSAC (3 May 2018)

Directorate: City Planning

DISCUSSION:

- An overview of the report was provided. Committee members expressed interest in attending the two upcoming events at Springwood (Garden Flats/Studio Expo and Launch of *Heading Home, Ending Homelessness Here!* Evaluation Report).
- There is an increased focus on rough sleeping and it is recognised that 'wrap around' support is needed to assist vulnerable people. Young people leaving care; people discharged from hospital and other institutions and people leaving prison are particularly vulnerable.
- The status of various development applications for boarding houses in the Hawkesbury was discussed.
- A suggestion was put forward to explore diversification of connective services, which would not necessarily require a physical space/building/hub (to be discussed at the next meeting).

RECOMMENDATION TO COMMITTEE:

That the:

1. Information be received.
2. Human Services Advisory Committee members continue to receive updates about the priority projects and partnerships of the *Heading Home, Ending Homelessness Here* Project (Stage 2).
3. *Heading Home, Ending Homelessness Here* Project Evaluation Report be forwarded to the Human Services Advisory Committee when available.

MOTION:

RESOLVED on the motion of Councillor Richards, seconded by Ms Walter.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the:

1. Information be received.

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2. Human Services Advisory Committee members continue to receive updates about the priority projects and partnerships of the *Heading Home, Ending Homelessness Here* Project (Stage 2).
3. *Heading Home, Ending Homelessness Here* Project Evaluation Report be forwarded to the Human Services Advisory Committee when available.
4. Human Services Advisory Committee be invited and encouraged to attend the following events:
 - *Heading Home, Ending Homelessness Here! Evaluation Report Launch* on 10 August 2018 at the Springwood Theatre & Community Hub and;
 - *Garden Flats/Studio Expo* in Springwood planned for November 2018 for Blue Mountains, Hawkesbury and Penrith home-owners/investors to increase housing options for people experiencing or at risk of homelessness;with a view to bringing the event to the Hawkesbury in the future.

SECTION 5 - General Business

Get Ready North Richmond - Disaster Resilient Future Ready Pilot Program

- 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.

HSAC members are welcome to attend the meeting (26 July) at North Richmond.

Outcomes of the meeting will be reported to the next HSAC meeting in November.
- The Mayor and Director City Planning had recently attended a forum for the public release of the Resilient Sydney Strategy, the culmination of a two year collaboration across 33 councils in metropolitan Sydney, as well as State Government, business and communities. Council has been connected to the 100 Resilient Cities initiative, which involves developing strategies to address resilience priorities for communities.

Update from Working Group - Development of Community Wellbeing Action Framework for the Hawkesbury

The Wellbeing domains adopted as the basis for the Framework align with the Human Services Outcomes Framework being safety, home, economic, health, education and skills, social and community and empowerment.

Activities undertaken to date:

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- Review Council's policy documents to identify what is already in place to define Council's position against each wellbeing domain.
- Seven working group meetings held to date and external persons with expertise in the associated wellbeing domain invited to attend.
- Presentations related to wellbeing domains received include **Social and Community** (Peppercorn Services Inc), **Education and Skills** (Department of Education) and **Economic** (Manager Strategic Planning), **Safety** (Police Area Command). The Working Group consider that **Housing and Empowerment** domains will be broadly addressed through Council's existing processes, including recommendations from the Affordable Housing Working Group, partnerships with housing providers and Council's community engagement activities.
- Representatives from the Nepean Blue Mountains Local Health District (LHD) are meeting with Council's General Manager, Executive Manager Community Partnerships and Community Programs Co-ordinator on Friday 3 August to discuss the LHD Health Action Framework (under development). After this time the briefing paper for the Community Wellbeing Action Framework will be prepared for the consideration for HSAC at the November meeting.
- Discussion arose in relation to the recent announcement from the State Government to fund the construction of a multipurpose Police Citizens Youth Clubs (PCYC) facility in the Hawkesbury (to be built on Council land).

Council has asked to be consulted and involved in the process of selecting a location for the facility.

Officers will invite a representative from the PCYC to a future HSAC meeting to provide information on the business model used at its Hornsby facility.

The meeting closed at 10:53am.

oooO END OF REPORT Oooo

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Item: 215 **ROC - Heritage Advisory Committee - 2 August 2018 - (124414, 80242)**

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Heritage Advisory Committee, held on 2 August 2018.

RECOMMENDATION SUMMARY:

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

In relation to a number of matters raised in General Business, as they have the potential for policy or financial implications to Council, they require specific consideration by Council, the details of which are discussed below.

In relation to Items 1, 2 and 3 and other matters raised in General Business as they have no policy or financial implications for Council, they are presented for information only.

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

Macquarie Towns - The Case for Heritage Listing

Following the presentation by Heritage Advisory Committee Members to Council at the Briefing Session on 24 July 2018, the Committee considered this matter further, and resolved:

That:

1. *Council endorses the Heritage Advisory Committee recommendation to request a State Listing of the Town Plans in the Macquarie Towns.*
2. *Council make further contact with Penrith City Council, formally requesting that they consider including Castlereagh in the nomination as the fifth Macquarie Town. Should Penrith City Council agree, that Castlereagh be included in Council's nomination for the five Macquarie Towns.*
3. *Mr Graham Edds and Professor Ian Jack be asked to complete the nomination form for the State Listing of the Town Plans in the Macquarie Towns for further consideration.*
4. *The completed nomination form be forwarded to the Office of Environment & Heritage following further consideration.*

Insurance – Heritage Properties Subject to Flooding

ORDINARY MEETING
SECTION 4 – Reports of Committees
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The Heritage Advisory Committee discussed the issue of the high costs of flood insurance for heritage buildings following the opportunity that was afforded to Council attendees of the recent Floodplain Management Australia National Conference, to discuss the matter with insurance industry representatives that also attended the conference.

It was suggested that the matter be taken up further through Council's Floodplain Risk Management Advisory Committee.

It was also suggested that Council should approach the State Government as the push for more development throughout Western Sydney will cause even more runoff.

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

That Council write to the Insurance Council of Australia, the State Government and the Office of Environment & Heritage to advocate for wider affordable insurance coverage for heritage properties affected and unaffected by Flooding.

RECOMMENDATION:

That in relation to the Minutes of the Heritage Advisory Committee held on 2 August 2018:

1. Council receive and note the Committee Minutes in respect of Items 1, 2, 3 and other General Business items.
2. Council endorse the Committee Recommendation in respect of the General Business item regarding Macquarie Towns - The Case for Heritage Listing, namely:

"That:

- 1. Council endorses the Heritage Advisory Committee recommendation to request a State Listing of the Town Plans in the Macquarie Towns.*
 - 2. Council make further contact with Penrith City Council, formally requesting that they consider including Castlereagh in the nomination as the fifth Macquarie Town. Should Penrith City Council agree, that Castlereagh be included in Council's nomination for the five Macquarie Towns.*
 - 3. Mr Graham Edds and Professor Ian Jack be asked to complete the nomination form for the State Listing of the Town Plans in the Macquarie Towns for further consideration.*
 - 4. The completed nomination form be forwarded to the Office of Environment & Heritage following further consideration."*
3. Council endorse the Committee Recommendation in respect of the General Business item regarding Insurance – Heritage Properties Subject to Flooding, namely:

"That Council write to the Insurance Council of Australia, the State Government and the Office of Environment & Heritage to advocate for wider affordable insurance coverage for heritage properties affected and unaffected by Flooding."

ATTACHMENTS:

AT - 1 Minutes of the Heritage Advisory Committee held on 2 August 2018

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 28 August 2018

AT - 1 Minutes of the Heritage Advisory Committee

held on 2 August 2018

The meeting commenced at 5:36pm.

Present:	Councillor Danielle Wheeler, Chairperson Mr Graham Edds, Deputy Chairperson Councillor Peter Reynolds, Hawkesbury City Council Councillor Nathan Zamprogno, Hawkesbury City Council Ms Deborah Hallam, Community Representative 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 Judy Newland, Community Representative Mr Steve Rawling AM, Community Representative
Apologies:	Ms Linda Perrine, Hawkesbury City Council Ms Venecia Wilson, Community Representative Ms Michelle Nichols, Community Representative
In Attendance:	Mr Andrew Kearns, Hawkesbury City Council Mr Otto Cserhalmi, Heritage Advisor, Hawkesbury City Council Mr Craig Johnson, Hawkesbury City Council Ms Robyn Kozjak, Minute Secretary, Hawkesbury City Council

REPORT:

The Chair opened the meeting and advised that the guest speakers had been detained due to traffic issues.

RESOLVED on the motion of Ms Hart and seconded by Ms Newland that the apologies be accepted.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Mr Edwards and seconded by Professor Jack that the Minutes of the Heritage Advisory Committee held on the 24 May 2018, be confirmed.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 28 August 2018

Attendance Register of Heritage Advisory Committee

Member	23/11/2017	08/03/2018	24/05/2018	02/08/2018
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	✓	A
Mr Steve Rawling AM	✓	✓	✓	✓
Ms Venecia Wilson	✓	✓	✓	A
Ms Janice Hart	✓	✓	✓	✓
Ms Deborah Hallam	✓	A	✓	✓

Key: A = Formal Apology

✓ = Present

X = Absent - no apology

CHANGE TO ORDER OF BUSINESS:

The first item in General Business was brought forward.

Macquarie Towns - The Case for Heritage Listing

- Mr Cserhalmi advised that Penrith City Council's Heritage Committee had supported a recommendation for Castlereagh to be included in a potential State Listing of the Five Macquarie Towns.

Mr Edds and Professor Jack agreed to work together with Mr Cserhalmi in drafting the nomination form should Council resolve to endorse the preparation of a nomination.

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

- Council endorses the Heritage Advisory Committee recommendation to request a State Listing of the Town Plans in the Macquarie Towns.
- Council make further contact with Penrith City Council, formally requesting that they consider including Castlereagh in the nomination as the fifth Macquarie Town. Should Penrith City Council agree, that Castlereagh be included in Council's nomination for the five Macquarie Towns.
- Mr Graham Edds and Professor Ian Jack be asked to complete the nomination form for the State Listing of the Town Plans in the Macquarie Towns for further consideration.
- The completed nomination form be forwarded to the Office of Environment & Heritage following further consideration.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 28 August 2018

SECTION 3 - Reports for Determination

ITEM: 1 **HAC - Draft Thompson Square Conservation Management Plan - (80242, 124414)**

Previous Item: 6, HAC (23 November)

Directorate: City Planning

DISCUSSION:

Councillor Reynolds declared an interest in this matter as he owns property in Thompson Square.

- Comments and input provided by the HAC in relation to the draft Thompson Square Conservation Management Plan (CMP) was displayed on screen and a brief overview of comments was provided in addition to responses from the consultant Lucas Stapleton Johnson.
- The Committee agreed to remove Part 1 of the proposed recommendation.

RECOMMENDATION TO COMMITTEE:

That the Heritage Advisory Committee:

1. Endorse the amended Draft Thompson Square Conservation Management Plan prepared by Lucas Stapleton Johnson - Heritage Planning and Architecture.
2. Recommend that Council adopt the amended Draft Thompson Square Conservation Management Plan prepared by Lucas Stapleton Johnson - Heritage Planning and Architecture for consultation purposes.

MOTION:

RESOLVED on the motion of Mr Edds, seconded by Mr Edwards.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the Heritage Advisory Committee recommend that Council adopt the amended Draft Thompson Square Conservation Management Plan prepared by Lucas Stapleton Johnson - Heritage Planning and Architecture for consultation purposes.

SECTION 4 - Reports for Information

ITEM: 2 **HAC - Heritage Near Me - Strategic Projects Grant Funding Approval - (124414, 80242)**

Previous Item: 7, HAC (23 February 2017)

Directorate: City Planning

DISCUSSION:

ORDINARY MEETING
SECTION 4 – Reports of Committees
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Mr Edds declared an interest in this matter.

An overview of the status of the three projects being funded was provided.

- **Project 1 - Hawkesbury Community Heritage Study and Inventory Sheets**

- Project Brief will be sent out in the next week. Envisage two week turnaround from forwarding Brief to receipt of costing.
- Western Sydney University has been contacted in relation to the potential to utilise 2-3 student placements to assist with Inventory Sheets research. There has also been interest from the community in volunteering to assist with Inventory Sheets.

A concern was raised that a pending Heritage Study may result in an increased number of complying development applications being received via private certifiers. The City of Ryde Council had experienced such an issue and sought a resolution of Council to determine that any incoming DA for a house (pre 1939) would require a heritage assessment. This process captured and considered items which potentially could form part of the impending Heritage Study.

- **Project 2 - Hawkesbury LGA - Privately Owned Heritage Remediation Works (Stage 1)**

- The Project Brief calls for the preparation of a Schedule of Remediation Works to encompass private owner applicants.
- Stage 2 will involve engagement of consultant to undertake delivery of remediation works to 24 sites.

- **Project 3 - Community Conservation of the Historical Cemeteries of the Hawkesbury LGA**

- Project Brief will be sent out next week (for the 14 cemeteries managed by HCC).
- Rookwood General Cemetery Trust Conservation Team to undertake training programs.

RECOMMENDATION TO COMMITTEE:

That the information be received and noted.

MOTION:

RESOLVED on the motion of Ms Hart, seconded by Ms Hallam.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the information be received and noted.

ITEM: 3 **HAC - Heritage Awards - (124414, 80242)**

Previous Item: 2, HAC (23 November 2017)

Directorate: City Planning

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 28 August 2018

Ms Kate Napier, Senior Heritage Advisor of NSW Public Works Advisory - Department of Finance, Services and Innovation and Mr Shaun Carter, Principal Carter Williamson Architects, arrived at the meeting.

Mr Carter commenced his presentation:

- City of Sydney (Council) has design excellence plugged into its LEP
- Architecturally / spatially trained staff needed in Planning Departments
- Necessary to have flexibility in DCP and strength in LEP
- Better Place design policy - an integrated design policy for the built environment of NSW (Government Architect NSW). Provides clarity on what the NSW Government means by good design for infrastructure, architecture and public spaces

Ms Napier commenced her presentation - Practical Best Practice Heritage Award:

- Aim of the Awards - to **reward** owners of model heritage developments, to **engage** the community in heritage and urban design and to **promote** the flow on benefits to the whole cultural and built environment
- Photography exhibition (where children were also contributors / exhibitors), ran alongside 'Marrickville Medal' exhibition
- Approximately half the cost of running the Awards was the catering
- Awards ran during Heritage Festival Week.

Presentations were finalised and guests left the meeting at 5:57pm.

- The presentations will be distributed to HAC members.
(N.B -Presentations were subsequently distributed to HAC members).
- The Committee discussed ideas for the first round of Awards:
 - Heritage Week falls within the current financial year and there is no budget for the current financial year - (the Town Centres and Enhancing the Arts in the Hawkesbury Working Groups do have budgets which may be an option).
 - A 'start up' smaller event to commence with was agreed upon.
 - The Committee to consider a name for the Awards.
 - Venue to be investigated - consider Richmond School of Arts, Wilberforce School of Arts etc.
 - The Working Group to consider ideas for the Awards and distribute via email by first week of September. To be brought back to the next HAC meeting in November.
- It was suggested that Council consider some of the principles of design excellence to be incorporated into Council's LEP.

A link to the draft Design Guide for Heritage was subsequently provided to the Committee:

<http://www.governmentarchitect.nsw.gov.au/guidance/draft-design-guide-for-heritage>

A link to the NSW Government Architect Better Placed web page was also provided:

<http://www.governmentarchitect.nsw.gov.au/policies/better-placed>

In the temporary (brief) absence of Mr Kearns from the meeting, the matter was 'parked' for discussion at a later time.

Due to a full agenda, the matter was unable to be discussed further and it was suggested to put the matter over to the next HAC meeting in November.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 28 August 2018

RECOMMENDATION TO COMMITTEE:

That the presentation by Mr Carter and Ms Napier on establishing, running and participating in Annual Heritage Awards be received and noted.

MOTION:

RESOLVED on the motion of Ms Mackay, seconded by Ms Newland.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the presentation by Mr Carter and Ms Napier on establishing, running and participating in Annual Heritage Awards be received and noted.

SECTION 5 - General Business

Insurance - Heritage Properties Subject to Flooding

- The issue of high cost of premiums for flood insurance for heritage properties was taken up with representatives of insurance companies at the recent Floodplain Management Australia National Conference.

The matter will be taken up further through Council's Floodplain Risk Management Advisory Committee.

It was suggested that Councils should approach the State Government as the push for more development throughout Western Sydney will cause even more runoff.

MOTION:

RESOLVED on the motion of Ms Ball, seconded by Ms Newland.

That Council write to the Insurance Council of Australia, the State Government and the Office of Environment & Heritage to advocate for wider affordable insurance coverage for heritage properties, affected and unaffected by flooding.

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

- The Committee was encouraged to think about ideas for delegate site visits in readiness for the release of formal Expressions of Interest.

Details of tours (places to visit, merit of those sites, how many people etc) should be emailed to Mr Kearns by mid-August (the date for release of EOI's has not been announced).

Upcoming Events:

Sun 12 August - *Daphne Kingston's Hawkesbury* (talk by Ian Jack)
Hawkesbury Regional Gallery - Deerubbin Centre
300 George Street, Windsor
1pm - 3pm

Sun 26 August - *Celebrating Our Heritage* (hosted by HCC)
The Australiana Pioneer Village
Rose Street, Wilberforce

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10am - 4pm

Jolly Frog

- It was advised the back wall of the building was demolished as it was structurally unsafe. It will be rebuilt reinstating some of the original structural geometry.

Signage on Heritage Items

- Concern was raised at the lack of interpretive signage on heritage properties in the LGA. It was requested that if some cost effective options for signage could be investigated in the short term (more of a stop gap measure that can be built on as part of a long term plan).

Mr Cserhalmi advised he was to attend a HOWS (Heritage of Western Sydney) group meeting where interpretive signage would be discussed. Feedback and examples will be provided at the next HAC meeting.

The following link in relation to interpretive signage for heritage was subsequently provided:

https://www.heritagecouncil.ie/content/files/bored_of_boards_1mb.pdf

The meeting closed at 8:07pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 28 August 2018

Item: 216 **ROC - Local Traffic Committee - 13 August 2018 - (80245)**

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Local Traffic Committee, held on 13 August 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.

REPORT:

Discussion

The Local Traffic Committee met on 13 August 2018 and discussed the following items:

- Special Event Traffic - Ironman 70.3 Western Sydney 2018 - November 2018
- Special Event Traffic - Hanna Park Carols 2018 - December 2018
- Special Event Traffic - Australia Day on the Hawkesbury Event 2019 - January 2019
- Traffic Matter - Proposed Intersection Upgrade of Boundary Road at Hession Road and Chadwick Drive, Oakville/Box - Request from The Hills Council for Hawkesbury Concurrence

RECOMMENDATION:

That the minutes of the Local Traffic Committee held on 13 August 2018 be received and the recommendations therein be adopted and noted.

ATTACHMENTS:

AT - 1 Minutes - Local Traffic Committee - 13 August 2018

ORDINARY MEETING
SECTION 4 – Reports of Committees
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AT - 1 Minutes - Local Traffic Committee - 13 August 2018

Minutes of the Meeting of the Local Traffic Committee held in the Small Committee Room, Windsor, on Monday, 13 August, commencing at 3pm.

ATTENDANCE

Present: Mr Christopher Amit, Hawkesbury City Council (Chair)
Councillor Peter Reynolds, Hawkesbury City Council
Inspector Peter Jenkins, NSW Police Force
Ms Tina Kaur, Roads and Maritime Services
Mr Thilena Somaratne, Roads and Maritime Services
Mr Steve Grady, Busways

Apologies: Nil

In Attendance: 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.

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, 9 July 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 - Ironman 70.3 Western Sydney 2018 - Richmond/Agnes Banks - (Hawkesbury) - (80245, 73621, 123265, 128733)

REPORT:

An application has been received seeking approval (in traffic management terms) to conduct the Ironman 70.3 Western Sydney 2018 event, on Sunday, 25 November 2018.

The event organiser has advised;

- The Ironman 70.3 Western Sydney event is based at the Sydney International Regatta Centre, Penrith.
- The event is being held predominantly with the Penrith Council LGA, with a small section of the Cycling route contained within the Hawkesbury Council LGA.

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- This is the fifth year the event is being run. The 2018 course follows the same route as the previous 2015, 2016 and 2017 course.
- The event will be conducted between 6am and 3:30pm. The set up and pack down times are between 4am and 3:30pm.
- Approximately 1,600 participants are expected for the event.
- Approximately 5,000 spectators are expected.
- The Ironman event is a race and involves participants swimming, cycling and running:
 - Swimming: 1.9 kilometres clockwise lap of the Sydney International Regatta Centre competition lake.
 - Cycling: 90 kilometres (2 laps of 45 kilometres) incorporating the major arterial roads of both Penrith City Council and Hawkesbury City Council from the Sydney International Regatta Centre to McCarthys Lane to Castlereagh Road, Brooks Lane, Wilshire Road, Jockbett Road, The Driftway (Hawkesbury) and returning via Hinxman Avenue, Post Office Road, Castlereagh Road and McCarthys Lane. The course consists of two laps in a clockwise direction with a number of road closures.
 - Running: 21.2 kilometres incorporating paths within and out of the Sydney International Regatta Centre. The run course heads out of the Sydney International Regatta Centre along Old Castlereagh Road, turning off Leland Street, Lugard Street, Borec Road and heading to the Great River Walk via Cassola Place before heading back to the Sydney International Regatta Centre and completing 1.5 laps around the competition lake.
- To facilitate the event build and competition a comprehensive schedule of Road Closures has been designed. The majority of road closures are within the Penrith LGA. The only road closure required within the Hawkesbury LGA is The Driftway between Londonderry Road and Castlereagh Road.
- The safety of the event will be improved with the removal of through traffic along the course.
- Authorised Traffic Controllers will be used at all road closure points along the course, with motorists directed around the site.
- Full road closures are implemented restricting access to and from homes which is managed by NSW Police and Who Dares Traffic Management. Emergency Services have priority over the Race and NSW ambulance will be within the Event Operations Command, liaising with Emergency Services.
- Road Closures will be valid during the cycling and running components of the event. In exceptional circumstances, should a resident or emergency service require access to a closed section of road, arrangements will be made to ensure access of the authorised vehicle under escort.
- Residents directly impacted by the road closures will be advised of the traffic conditions. Special arrangements will be in place should a resident require to exit their property under exceptional circumstances.
- The detours will be advertised in advance by Variable Message Boards (VMS). The VMS will be in place in advance to advertise the road closures and applicable detours.
- Parking will be facilitated by the existing parking facilities of the Regatta Centre (southern side) with allowance for overflow parking at the grass field of the Centre (east from the main parking areas – sealed). There is capacity for approximately 1,600 vehicles and parking will be free on a first come-first served basis.

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- Special Event Clearways are not required for this event. Existing kerbside parking conditions will be adequate.
- The residents along Hawkesbury roads: The Driftway, Bonner Road and Markwell Place are currently being consulted with final feedback expected by 17 August 2018. Initial information available is that the residents have responded in a positive manner and are supportive of the event in a similar manner to the previous 2015, 2016 and 2017 event.

Details of the Event Route and Road Closure Plan and Road Closure Schedule are contained in Attachments 1 and 2.

Discussion:

The event is a cross regional event as it will traverse across two Local Government Areas and cross/traverse classified roads. The majority of the event is being undertaken within the Penrith Local Government Area.

The 2018 course follows the same route as the previous 2015, 2016 and 2017 course. The 2015 event was originally approved by Penrith Council which inadvertently included The Driftway (Hawkesbury), as this is a bordering road. Penrith Council classified the event as a Class 2 and this classification was carried through into the 2017 event.

Advice received from Penrith Council is that the 2018 event will be classified as a Class 2 event. To be consistent, the event within the Hawkesbury LGA should also be classified as a Class 2 event, even though there is the proposal to undertake Road Closures and Speed Zone reductions along a State Road within the Penrith Council LGA.

On this basis 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 disrupt traffic and transport systems along the specified route, which includes the proposed road closures, and there may be disruptions to the non-event community.

The following details in relation to the proposed road closure, within the Hawkesbury LGA, are listed below;

- Road Closure along The Driftway is proposed for Sunday, 25 November 2018, between 4:30am and 1pm.
- Road Closure along The Driftway, Richmond/Agnes Banks, is between Castlereagh Road and Londonderry Road; which includes its intersections with Bonner Road, Jockbett Road and Markwell Place, with access provided for residents in Markwell Place from the Castlereagh Road end of The Driftway.
- The length of the road closure along The Driftway is approximately 2,750 metres.
- The speed limit along The Driftway is 80kph, with a road seal width ranging from 10.3 to 11.0 metres.
- Traffic volume recorded in 2001 indicates an ADT=1,635.
- There are approximately 65 properties along the proposed route within the Hawkesbury LGA affected by the Road Closure of The Driftway. These properties are in the vicinity of The Driftway, Bonner Road and Markwell Place. The properties are a mix of residential and rural properties.
- The consultation process is in progress and concluding by 17 August 2018. Initial feedback is that the majority of adjoining property owners are supportive of the event and the traffic management measures proposed, in a similar manner to the previous 2015, 2016 and 2017 events.

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Castlereagh Road (State Road) within the Penrith LGA is to be closed at its northern point in the vicinity of Springwood Road and Brooks Lane. Traffic within the Hawkesbury LGA will be detoured via Southree Road and Londonderry Road. The event organiser is to ensure that all major traffic routes leading to the road closures are adequately signposted to warn motorists of the road closures and advise them of the available traffic detour routes.

The event organiser has submitted the following items in relation to the event: Attachment 3 (ECM Document Set ID No: 6300287):

- Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
- Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
- Special Event Transport Management Plan Template – RTA (Roads and Maritime Services - RMS),
- Transport Management Plan,
- Event Route and Road Closure Plan,
- Copy of Resident Consultation extent for the proposed road closures.

The Transport Management Plan (TMP) and the associated Traffic Control Plans (TCP) are to be submitted to the Transport Management Centre (TMC) for authorisation due to the proposed road closures.

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 Ironman 70.3 Western Sydney 2018 event, which is a cross regional event and will traverse across two Local Government Areas, with the Hawkesbury LGA component being within the Richmond/Agnes Banks area, planned for Sunday, 25 November 2018 between 4am and 3:30pm 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, the following road closures and traffic control measures;
 - Road Closure; The Driftway, Richmond/Agnes Banks, between Castlereagh Road and Londonderry Road; which includes its intersections with Bonner Road, Jockbett Road and Markwell Place, with access provided for residents in Markwell Place from the Castlereagh Road end of The Driftway.
 - Road Closure only permitted for Sunday, 25 November 2018, between 4:30am and 1pm.

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- No other road closures are permitted.
- Due to the Road Closure of Castlereagh Road (State Road) within the Penrith LGA, Detour Routes and relevant Signage are to be provided within the Hawkesbury LGA and surrounding area to ensure alternate traffic routes are available and signposted.
- The event organiser is to ensure that all major traffic routes leading to the road closures are adequately signposted to warn motorists of the road closures and advise them of the available traffic detour routes.

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 route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to 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;
- 4d. the event organiser is to obtain approval from the Transport Management Centre – TMC as road closures are proposed; a copy of the Transport Management Centre – TMC approval to be submitted to Council;
- 4e. the event organiser is to submit a Transport Management Plan (TMP) for the entire route/event incorporating a Traffic Control Plan (TCP) which needs to include details such as the specific position of barriers, signs etc, required for the proposed road closures and traffic diversions to Council, the Roads and Maritime Services - RMS and the Transport Management Centre (TMC) for acknowledgement and concurrence respectively. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$20,000,000 noting Council and 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;

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- 4g. as the event involves the closure and the traverse of public roads, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy and close the road;
- 4h. the event organiser is to obtain approval from Penrith Council for the use of their roads and obtain any other necessary approvals from Penrith Council; a copy of this approval to be submitted to Council;
- 4i. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures, road closures, detour routes 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);
- 4j. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4k. 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, road closures, detour routes 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;
- 4l. 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, road closures, detour routes 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;
- 4m. 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:

- 4n. access is to be maintained for businesses, residents and their visitors;
- 4o. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4p. 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);
- 4q. the participants are to be made aware of and are to follow all the general road user rules whilst participating on public roads;
- 4r. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the event and detour route (including the road closure points and detour routes), during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4s. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4t. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity.

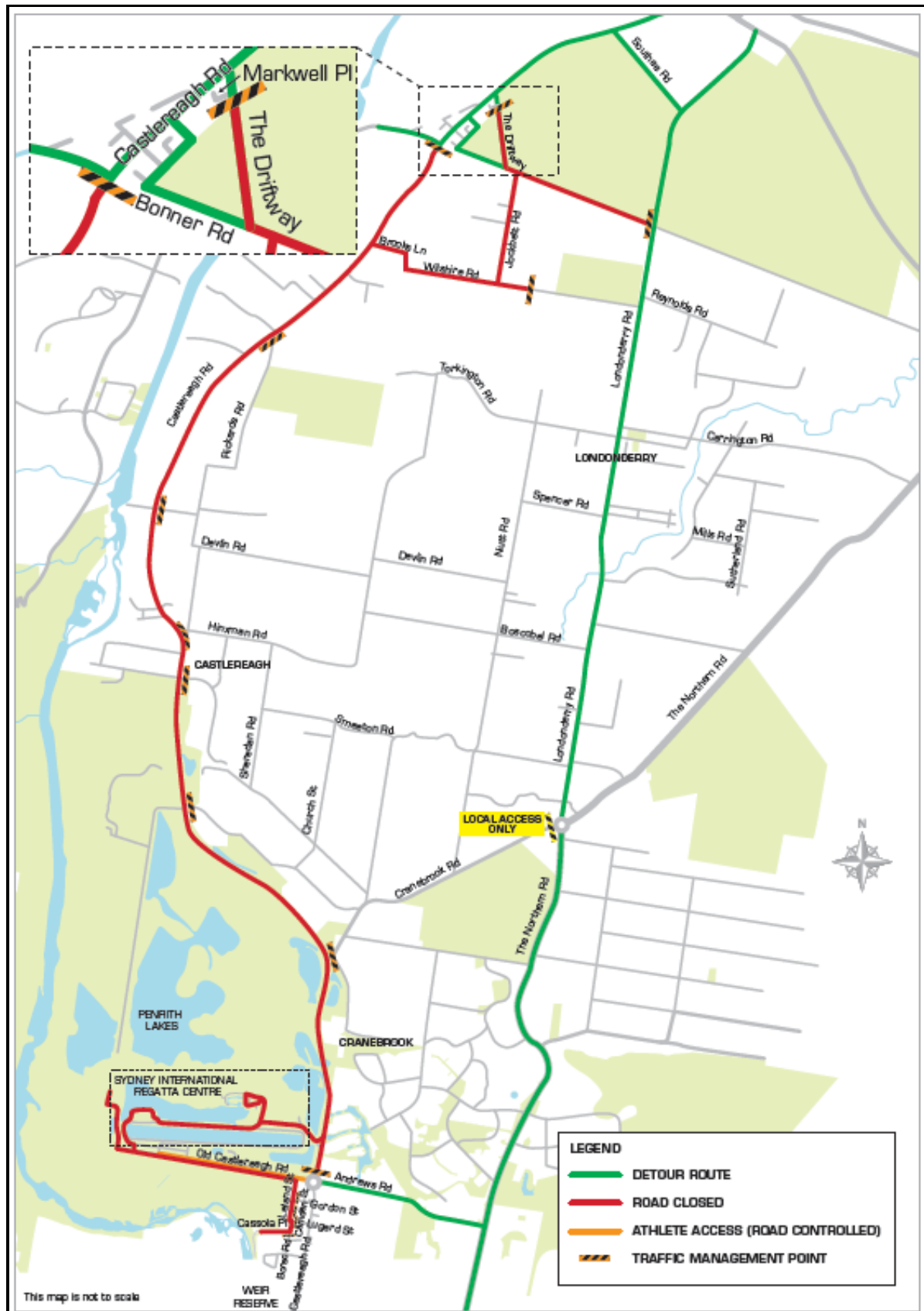
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APPENDICES:

- AT – 1** Ironman 70.3 Western Sydney 2018 - Event Route and Road Closure Plan
- AT – 2** Ironman 70.3 Western Sydney 2018 - Road Closure Schedule.
- AT – 3** Special Event Application - (ECM Document Set ID No: 6300287) - *see attached*

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AT – 1 Ironman 70.3 Western Sydney 2018 - Event Route and Road Closure Plan



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AT – 2 Ironman 70.3 Western Sydney 2018 - Road Closure Schedule.

2018 IRONMAN 70.3 Western Sydney

Road Closure Schedule

The following road and car park closures are required in order to conduct
IRONMAN 70.3 Western Sydney

Sunday, 25 November 2018

ROAD CLOSURE	Section	Direction	Start date	Start time	Finish date	Finish time	Length of Road (m)
McCarthy's Lane	Pipe Gate to Castlereagh Road	Inbound & Outbound	Sunday, 25 November 2018	4:30am	Sunday, 25 November 2018	1:00pm	1,315
Old Castlereagh Road*	Between SIRC and Castlereagh Road	Inbound & Outbound	Sunday, 25 November 2018	6:00am	Sunday, 25 November 2018	3:00pm	3,278
Castlereagh Road	Between Andrews Road and Springwood Road	Inbound & Outbound	Sunday, 25 November 2018	4:30am	Sunday, 25 November 2018	1:00pm	14,919
Brookes Lane	Between Castlereagh Road and Wilshire Road	Inbound & Outbound	Sunday, 25 November 2018	4:30am	Sunday, 25 November 2018	1:00pm	450
Wilshire Road	Between Brookes Lane and Lockberr Road	Inbound & Outbound	Sunday, 25 November 2018	4:30am	Sunday, 25 November 2018	1:00pm	1,376
Lockberr Road	Between Wilshire Road and The Driftway	Inbound & Outbound	Sunday, 25 November 2018	4:30am	Sunday, 25 November 2018	1:00pm	1,193
The Driftway	Between Castlereagh Road and Londonderry Road	Inbound & Outbound	Sunday, 25 November 2018	4:30am	Sunday, 25 November 2018	1:00pm	2,749
Leland Street	Between Lugard Street and Old Castlereagh Road	Inbound & Outbound	Sunday, 25 November 2018	6:00am	Sunday, 25 November 2018	3:00pm	525
Lugard Street	Between Camden Street and Leland Street	Inbound & Outbound	Sunday, 25 November 2018	6:00am	Sunday, 25 November 2018	3:00pm	230
Borec Road	Between Casola Place and Lugard Street	Inbound & Outbound	Sunday, 25 November 2018	6:00am	Sunday, 25 November 2018	3:00pm	190
Casola Place	From Borec Road	Inbound & Outbound	Sunday, 25 November 2018	6:00am	Sunday, 25 November 2018	3:00pm	365

* Local access will be maintained from 6:30am until 12 noon

IRONMAN
1300 761 384

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COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Inspector Peter Jenkins.

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 Ironman 70.3 Western Sydney 2018 event, which is a cross regional event and will traverse across two Local Government Areas, with the Hawkesbury LGA component being within the Richmond/Agnes Banks area, planned for Sunday, 25 November 2018 between 4am and 3:30pm 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, the following road closures and traffic control measures;
 - Road Closure; The Driftway, Richmond/Agnes Banks, between Castlereagh Road and Londonderry Road; which includes its intersections with Bonner Road, Jockbett Road and Markwell Place, with access provided for residents in Markwell Place from the Castlereagh Road end of The Driftway.
 - Road Closure only permitted for Sunday, 25 November 2018, between 4:30am and 1pm.
 - No other road closures are permitted.
 - Due to the Road Closure of Castlereagh Road (State Road) within the Penrith LGA, Detour Routes and relevant Signage are to be provided within the Hawkesbury LGA and surrounding area to ensure alternate traffic routes are available and signposted.
 - The event organiser is to ensure that all major traffic routes leading to the road closures are adequately signposted to warn motorists of the road closures and advise them of the available traffic detour routes.

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

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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 route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to 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;
- 4d. the event organiser is to obtain approval from the Transport Management Centre – TMC as road closures are proposed; a copy of the Transport Management Centre – TMC approval to be submitted to Council;
- 4e. the event organiser is to submit a Transport Management Plan (TMP) for the entire route/event incorporating a Traffic Control Plan (TCP) which needs to include details such as the specific position of barriers, signs etc, required for the proposed road closures and traffic diversions to Council, the Roads and Maritime Services - RMS and the Transport Management Centre (TMC) for acknowledgement and concurrence respectively. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$20,000,000 noting Council and 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;
- 4g. as the event involves the closure and the traverse of public roads, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy and close the road;
- 4h. the event organiser is to obtain approval from Penrith Council for the use of their roads and obtain any other necessary approvals from Penrith Council; a copy of this approval to be submitted to Council;
- 4i. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures, road closures, detour routes 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);
- 4j. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;

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- 4k. 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, road closures, detour routes 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;
- 4l. 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, road closures, detour routes 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;
- 4m. 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:

- 4n. access is to be maintained for businesses, residents and their visitors;
- 4o. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4p. 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);
- 4q. the participants are to be made aware of and are to follow all the general road user rules whilst participating on public roads;
- 4r. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the event and detour route (including the road closure points and detour routes), during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4s. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4t. 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 - Hanna Park Carols 2018 - (Hawkesbury) - (80245, 76799)

REPORT:

Introduction

An application has been received on behalf of Hawkesbury Valley Baptist Church seeking approval (in traffic management terms) to conduct the Hanna Park Carols 2018 within Hanna Park, North Richmond, on Sunday, 22 December 2018.

The event organiser has advised:

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- This event has been held previously, and this is the fifth year the application has been submitted to Council relating to traffic management.
- This is a Carols by Candlelight Event celebrating Christmas for the general public. The event will provide free food, drinks, prizes, kid's activities and entertainment.
- The event will be conducted between 4pm and 9:30pm. The set up and pack down times are between 6am and 1am the following morning.
- The event will be held within Hanna Park at the end of Beaumont Avenue, North Richmond.
- The event is expected to attract approximately 4,000 to 6,000 spectators.
- Pedestrians can access Hanna Park either from Beaumont Avenue or from the south western side of Bells Line of Road by the concrete path which is situated under the bridge.
- Parking for vehicles will be provided within Hanna Park.
- Access to Hanna Park will be improved by providing a “No Stopping” zone on both sides of Beaumont Avenue extending back from the car park in Hanna Park, for an approximate distance of 80 metres.
- With the previous events there has been traffic congestion through the intersection of Bells Line of Road and Terrace/Grose Vale Road. The traffic congestion has been evident prior to and mainly after the event. With parking for the event being onsite, at the conclusion of the event there is a rush of cars leaving the event which are queued all the way along Beaumont Road to the intersection of Bells Line of Road. It can take up to an hour for the traffic to clear from the site. To improve traffic flow from the site, TMC/RMS is to be approached to take control of the signalised intersection with Police also approached to undertake this measure.
- Approval has been provided by Council to utilise Hanna Park for the event.

Discussion

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

The event organiser has requested the provision of a temporary No Stopping zone on both sides of Beaumont Avenue extending back from the car park in Hanna Park, for an approximate distance of 80 metres. This section of Beaumont Avenue provides untimed parking on both sides of the road and is generally not utilised for parking, as this section of the road provides access into Hanna Park. The provision of the temporary No Stopping zone is not considered to have an adverse effect to the surrounding community.

Beaumont Avenue is a dead end road which extends from Terrace Road for a distance of approximately 625 metres. At the end of Beaumont Avenue is the entrance to Hanna Park with the only side street along Beaumont Avenue being Norfolk Place, positioned approximately 125 metres prior to the end of the road. The road is sealed for its full length. The traffic volume recorded in 2012 in the vicinity of Norfolk Place was 524 vehicles per day. It has a speed limit of 50km/h.

To ensure the free flow of traffic to and from the event, the event organiser is to liaise with the Transport Management Centre (TMC) to review and implement changes to the signal function at the intersection of Bells Line of Road, Terrace Road and Grose Vale Road during the event period. Alternatively NSW Police will be approached to take control of the intersection. Improvements to traffic flow through the intersection will ensure that those attending the event will utilise the car park within the site. Parking of vehicles within the site will ensure a safer passage for pedestrians.

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The event organiser has submitted the following items in relation to the event: Attachment 2 (ECM Document Set ID No: 6306557):

- Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
- Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
- Special Event Transport Management Plan Template – RTA (Roads and Maritime Services - RMS),
- Event and Parking Layout Plan from the 2017 event,
- Risk Assessment,
- Copy of Insurance Policy which is valid to 30 September 2018, however does not include Hawkesbury City Council and the Roads and Maritime Services as Interested Parties.
- Copy of the application to the NSW Police Force,
- Copy of the approval letter from Council to utilise Hanna Park for the Event.

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 Hanna Park Carols 2018 event within Hanna Park and accessed from Beaumont Avenue, North Richmond, on Sunday, 22 December 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, the following traffic control measures;
 - No road closures are permitted.
 - Temporary replacement of the untimed parking on both sides of Beaumont Avenue with "No Stopping" zones, extending back from the car park in Hanna Park for an approximate distance of 80 metres, during the event period of 22 December 2018. The event organiser will be responsible for the provision of the appropriate zones and restoring back the untimed parking areas after the event.

and the following conditions;

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Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally Council has an events template which can be provided to assist in identifying and controlling risks);
- 4b. the event organiser is to assess the risk and address the suitability of the entire site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the site by the event organiser prior to 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;
- 4d. the event organiser is to obtain approval from the Transport Management Centre – TMC to alter the operation of the traffic signals at the intersection of Bells Line of Road, Terrace Road and Grose Vale Road, North Richmond; a copy of the Transport Management Centre – TMC approval to be submitted to Council;
- 4e. the event organiser is to submit a Transport Management Plan (TMP) for the entire event incorporating a Traffic Control Plan (TCP) to Council and the Roads and Maritime Services - RMS (formerly RTA) for acknowledgement and concurrence respectively. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
- 4f. 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;
- 4g. 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;
- 4h. 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;
- 4i. 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);
- 4j. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;

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- 4k. 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;
- 4l. 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;
- 4m. 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:

- 4n. access is to be maintained for businesses, residents and their visitors;
- 4o. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4p. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4q. 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);
- 4r. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4s. 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 Hanna Park Carols 2018 – Event and Parking Layout Plan (2017 event).

AT - 2 Special Event Application – (ECM Document Set ID No: 6306557) - *see attached*

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COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Inspector Peter Jenkins.

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 Hanna Park Carols 2018 event within Hanna Park and accessed from Beaumont Avenue, North Richmond, on Sunday, 22 December 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, the following traffic control measures;
 - No road closures are permitted.
 - Temporary replacement of the untimed parking on both sides of Beaumont Avenue with "No Stopping" zones, extending back from the car park in Hanna Park for an approximate distance of 80 metres, during the event period of 22 December 2018. The event organiser will be responsible for the provision of the appropriate zones and restoring back the untimed parking areas after the event.

and the following conditions;

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally Council has an events template which can be provided to assist in identifying and controlling risks);

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- 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;
- 4d. the event organiser is to obtain approval from the Transport Management Centre – TMC to alter the operation of the traffic signals at the intersection of Bells Line of Road, Terrace Road and Grose Vale Road, North Richmond; a copy of the Transport Management Centre – TMC approval to be submitted to Council;
- 4e. the event organiser is to submit a Transport Management Plan (TMP) for the entire event incorporating a Traffic Control Plan (TCP) to Council and the Roads and Maritime Services - RMS (formerly RTA) for acknowledgement and concurrence respectively. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
- 4f. 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;
- 4g. 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;
- 4h. 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;
- 4i. 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);
- 4j. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4k. 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;
- 4l. 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;
- 4m. the event organiser is to submit the completed "Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

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During the event:

- 4n. access is to be maintained for businesses, residents and their visitors;
- 4o. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4p. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4q. 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);
- 4r. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4s. 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: 2.3 LTC - Proposed Intersection Upgrade of Boundary Road at Hession Road and Chadwick Drive, Oakville/Box Hill - Request from The Hills Council for Hawkesbury Council Concurrence - (Hawkesbury) - (80245, 73621, 123265, 112333)

REPORT:

Advice has been received from The Hills Council that the intersection of Boundary Road and Hession Road, Oakville/Box Hill will be upgraded due to a development in The Hills Council area, as part of the Box Hill North Development Area. The existing T-Junction of Boundary Road and Hession Road is to be converted to a four way intersection, resulting in a new road within The Hills Council area on the eastern side of Boundary Road. The new road will be known as Chadwick Drive.

The intersection upgrade will provide improved and safer access along Boundary Road as well as access in and out of the development site and Hession Road. The road works proposed include stormwater drainage, pavement widening, kerb and gutter and traffic facilities including:

- dedicated right turn bays in both Boundary Road and Chadwick Drive created by painted median islands and associated line marking;
- double barrier lines in Hession Road;
- 'Give Way' controls with holding lines in Hession Road and Chadwick Drive (referred to as Road D7 in the Attachments).

Details of the proposed intersection works and turning paths are included in Attachments 1 to 4.

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

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 28 August 2018

RECOMMENDATION TO COMMITTEE:

That the design of the proposed intersection treatment at the intersection of Boundary Road, Hession Road and Chadwick Drive, Oakville/Box Hill and in particular the works on the north-western side of the centreline of Boundary Road including Hession Road as outlined in Attachments 1 and 2 be endorsed, and advice be provided to The Hills Council accordingly.

APPENDICES:

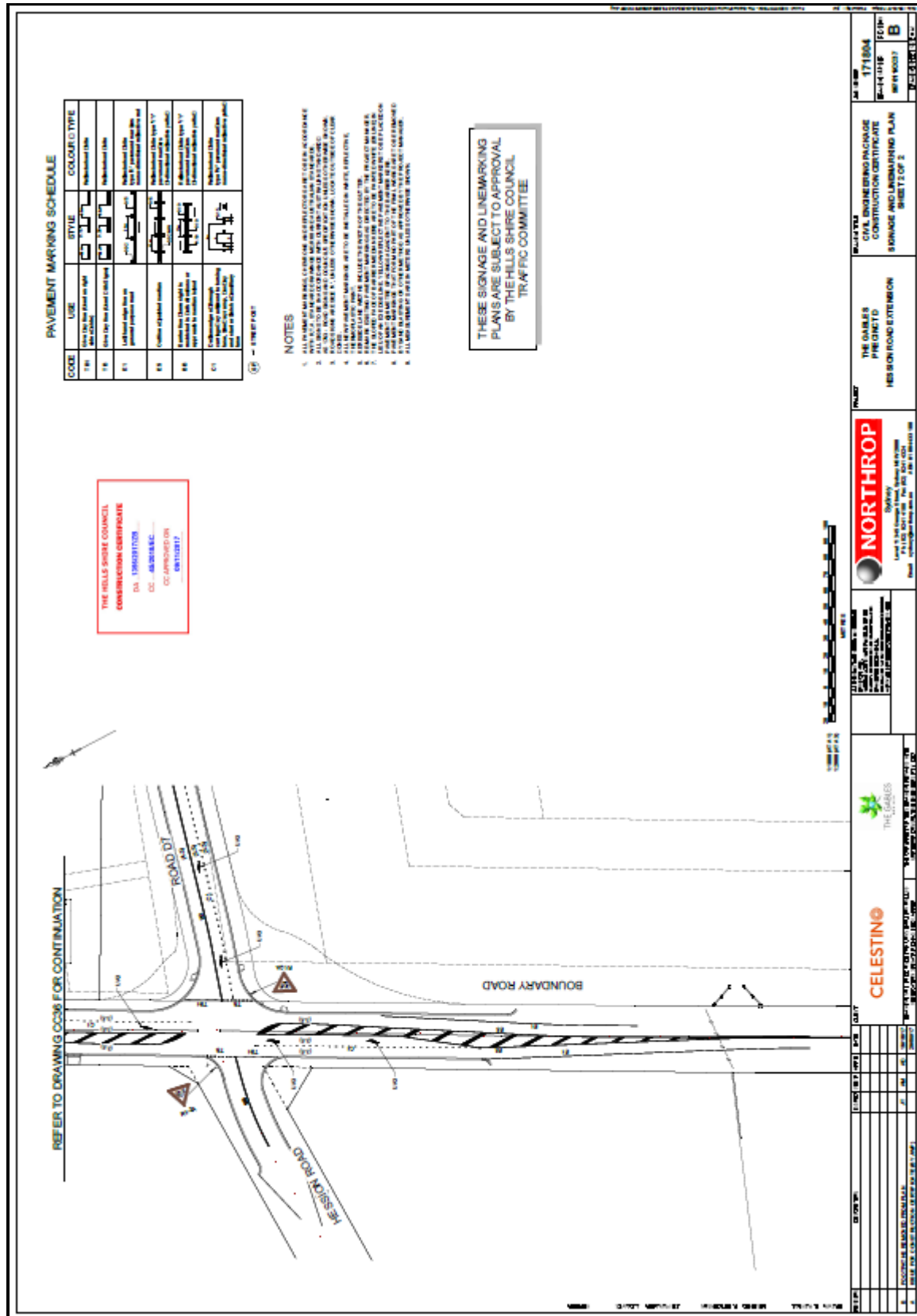
- AT – 1** Boundary and Hession Road Intersection, Oakville – Signage and Linemarking Plan – Prepared by Northdrop-Sydney – Plan No. 997611/CC36 Sheet 1 of 2
- AT – 2** Boundary and Hession Road Intersection, Oakville – Signage and Linemarking Plan – Prepared by Northdrop-Sydney – Plan No. 997611/CC36 Sheet 2 of 2
- AT – 3** Boundary and Hession Road Intersection, Oakville – 8.8m Turn Paths Plan – Prepared by Northdrop-Sydney – Plan No. SK31.01
- AT – 4** Boundary and Hession Road Intersection, Oakville – 8.8m Turn Paths Plan – Prepared by Northdrop-Sydney – Plan No. SK32.01

Meeting Date: 28 August 2018

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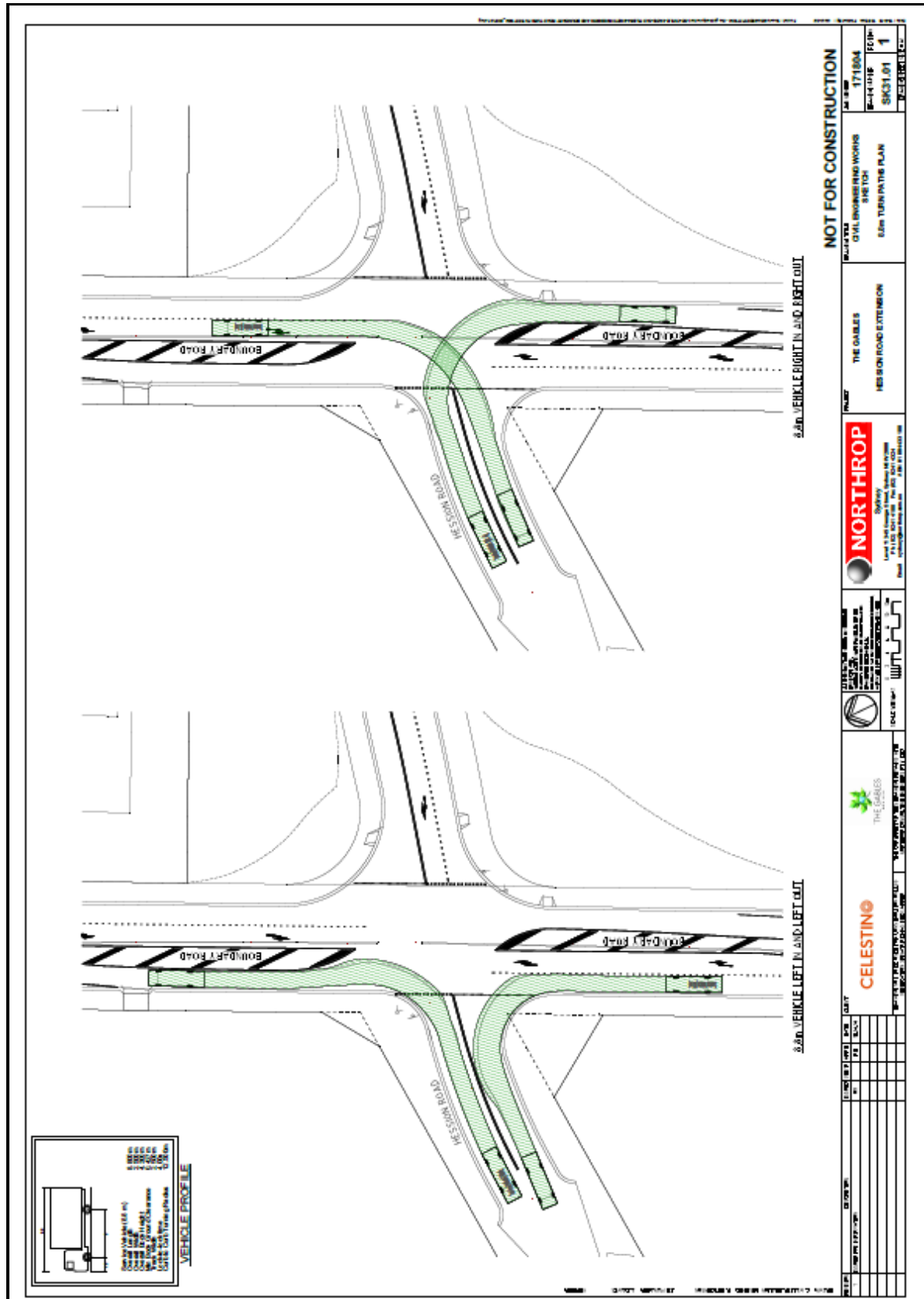
ORDINARY MEETING
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**AT – 2 Boundary and Hession Road Intersection – Signage and Linemarking Plan – Prepared by
 Northdrop-Sydney – Plan No. 997611/CC36 Sheet 2 of 2**



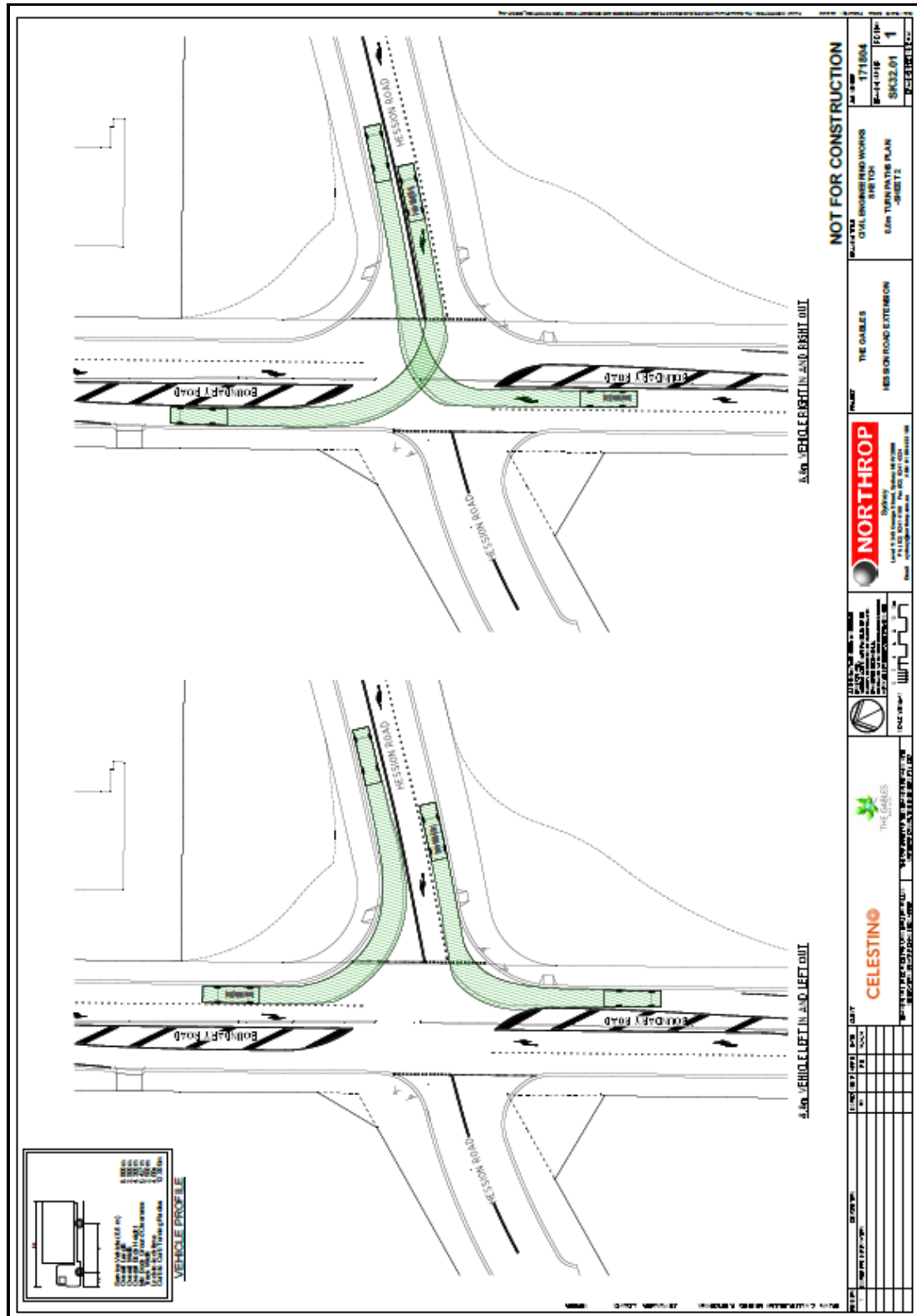
ORDINARY MEETING
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AT – 3 Boundary and Hession Road Intersection – 8.8m Turn Paths Plan – Prepared by Northdrop-Sydney – Plan No. SK31.01



Meeting Date: 28 August 2018

AT – 4 Boundary and Hession Road Intersection – 8.8m Turn Paths Plan – Prepared by Northdrop-Sydney – Plan No. SK32.01



ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 28 August 2018

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Ms Tina Kaur.

Support for the Recommendation: Unanimous support

That the design of the proposed intersection treatment at the intersection of Boundary Road, Hession Road and Chadwick Drive, Oakville/Box Hill and in particular the works on the north-western side of the centreline of Boundary Road including Hession Road as outlined in Attachments 1 and 2 be endorsed, and advice be provided to The Hills Council accordingly.

Item: 2.4 LTC - Australia Day on the Hawkesbury Event 2019 - Governor Phillip Park, Windsor - (Hawkesbury) - (80245, 79341)

REPORT:

Introduction

An application has been received seeking approval (in traffic management terms) for Hawkesbury City Council to conduct the Australia Day on the Hawkesbury Event within Governor Phillip Park, Windsor, on Saturday, 26 January 2019.

The event organiser has advised:

- This is the second year this event is being held with the initial event being held in 2018.
- This is a Community Festival with food trucks, children's activities, entertainment and fireworks to celebrate Australia Day.
- The event will be conducted between 4pm and 9pm. The set up and pack down times are between 10am and 11pm.
- The event will be held within Governor Phillip Park located at the northern end of George Street, Windsor.
- The event is expected to attract approximately 5,000 spectators.
- There will be an increase to traffic flow on roads surrounding Governor Phillip Park and there may be considerable impacts on traffic using Windsor Road, Bridge Street, Macquarie Street and Wilberforce Road.
- It is expected that residents on George Street, Palmer Street, North Street, Arndell Street and Court Street may be affected due to the increased traffic flow.
- Parking will be at Governor Phillip Park, with access to the Event Parking area provided from Palmer Street with Traffic controllers on hand to assist drivers to access the area and park their vehicles.
- Vehicles can approach the access point into the Event Parking area from the direction of either George Street or Court Street. Egress from the Event Parking area will only allow for vehicles to turn left onto Palmer Street and be directed towards Court Street and Arndell Street depending on their direction of travel when accessing Bridge Street.

ORDINARY MEETING
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- Road closures are not required other than access into Governor Phillip Park at the intersection of George Street and Palmer Street between 6am and 11pm. Traffic controllers will direct traffic into the designated event car park area via Palmer Street. Vehicular access into Governor Phillip Park will only be permitted for those vehicles towing a boat and wishing to access the boat ramp.
- A crossing point for pedestrians will be provided across the access road within Governor Phillip Park between the Event Parking Area and the Event Site. This will be managed by Traffic Controllers.
- Some on-street parking along George Street near its intersection with Palmer Street may be taken out to allow safe vehicular movements in this vicinity. The adjoining property owners will be advised of this proposal.
- To avoid and minimise delays at the roundabout intersection of Bridge Street and George Street, traffic controllers will be in place during peak periods to monitor and control traffic.
- Advance warning with VMS shall be installed 2 weeks prior to the event and will be located at;
 - Windsor Road, McGraths Hill - near Pitt Town Road,
 - Macquarie Street, Windsor - near Hawkesbury Valley Way,
 - Hawkesbury Valley Way, Windsor – near Moses Street,
 - Wilberforce Road, Freemans Reach - near Freemans Reach Road.
- Approval by way of exclusive use has been sought to utilise Governor Phillip Park for the event.

Discussion

The spectators travelling to the event, and in particular to Governor Phillip Park, may impact heavily on the state road network along Windsor Road, Macquarie Street, Wilberforce Road and Bridge Street as well as the local roads such as George Street and Court Street.

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 minor 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: 6323119):

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. Special Event Traffic Management Plan,
5. Copy of the application to the NSW Police Force,

ORDINARY MEETING
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Meeting Date: 28 August 2018

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 Australia Day on the Hawkesbury 2019 event within Governor Phillip Park, Windsor, on Saturday, 26 January 2019 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, the following traffic control measures
 - No road closures are permitted with the exception of the access point into Governor Phillip Park at the intersection of George Street and Palmer Street, Windsor between 6am and 11pm on Saturday 26 January 2019, with access only provided for event vehicles and those vehicles towing a boat and wishing to access the boat ramp.

and the following conditions:

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally Council has an events template which can be provided to assist in identifying and controlling risks);
- 4b. the event organiser is to assess the risk and address the suitability of the entire site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the site by the event organiser prior to 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 obtain approval from the Transport Management Centre – TMC to undertake the proposed traffic control at the intersection of Bridge Street and George Street, Windsor; a copy of the Transport Management Centre – TMC approval to be submitted to Council;
- 4e. the event organiser is to submit a Transport Management Plan (TMP) for the entire event incorporating a Traffic Control Plan (TCP) to Council, the Roads and Maritime Services - RMS and the Transport Management Centre (TMC) for acknowledgement and concurrence respectively. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$20,000,000 noting Council and 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;
- 4g. 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;
- 4h. 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;
- 4i. 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);
- 4j. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4k. 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;
- 4l. 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;
- 4m. 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:

- 4n. access is to be maintained for businesses, residents and their visitors;
- 4o. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;

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- 4p. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4q. 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);
- 4r. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4s. 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.

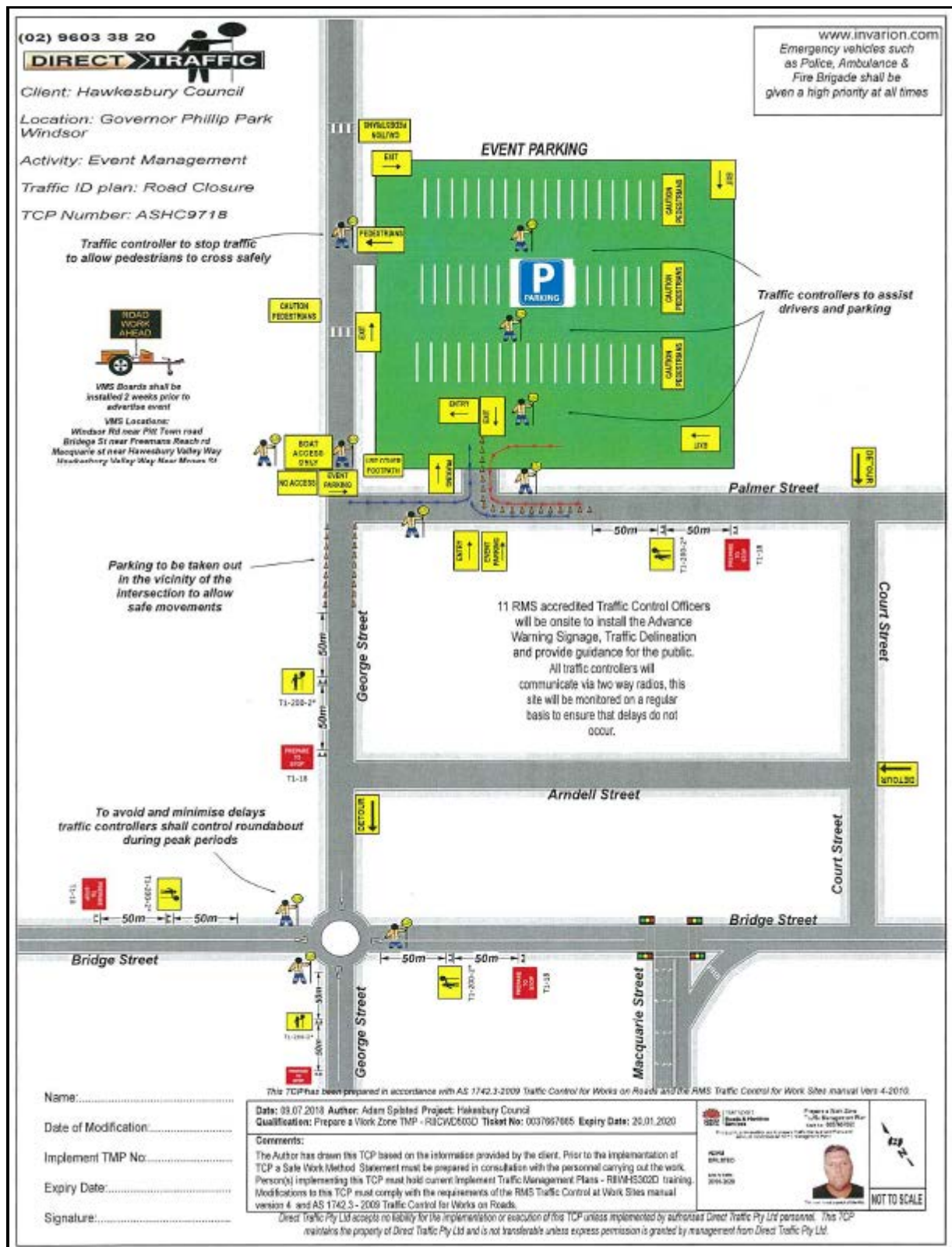
APPENDICES:

AT - 1 Australia Day on the Hawkesbury 2019 – Event Parking Layout Plan.

AT - 2 Special Event Application – (ECM Document Set ID No: 6323119) - *see attached*

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AT - 1 Australia Day on the Hawkesbury 2019 - Event Parking Layout Plan



ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 28 August 2018

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Inspector Peter Jenkins.

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 Australia Day on the Hawkesbury 2019 event within Governor Phillip Park, Windsor, on Saturday, 26 January 2019 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).
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ORDINARY MEETING
SECTION 4 – Reports of Committees
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- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; a copy of the Police Force approval to be submitted to Council;
- 4d. the event organiser is to obtain approval from the Transport Management Centre – TMC to undertake the proposed traffic control at the intersection of Bridge Street and George Street, Windsor; a copy of the Transport Management Centre – TMC approval to be submitted to Council;
- 4e. the event organiser is to submit a Transport Management Plan (TMP) for the entire event incorporating a Traffic Control Plan (TCP) to Council, the Roads and Maritime Services - RMS and the Transport Management Centre (TMC) for acknowledgement and concurrence respectively. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
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- 4j. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
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- 4m. 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:

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ORDINARY MEETING
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- 4p. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4q. 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);
- 4r. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4s. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity.

SECTION 3 - Reports for Information

There are no Reports for Information.

SECTION 4 - General Business

There was no General Business.

SECTION 5 - Next Meeting

The next Local Traffic Committee meeting will be held on Monday, 10 September 2018 at 3pm in the Small Committee Room.

The meeting terminated at 3:35pm.

oooO END OF REPORT Oooo

ordinary

section 5

notices of motion

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 28 August 2018

SECTION 5 – Notices of Motion

No Notices of Motion.

ORDINARY MEETING
Questions for Next Meeting
Meeting Date: 28 August 2018

QUESTIONS FOR NEXT MEETING

Item: 217 **Councillor Questions from Previous Meetings and Responses - 14 August 2018 - (79351)**

REPORT:

Questions – 14 August 2018

#	Councillor	Question	Response
1	Ross	Enquired as to whether Council had received a response to the representations that were contained in the letter dated 18 July 2018 to the Local Member regarding the new third river crossing of the Hawkesbury River. If no response has been received, could follow up correspondence be forwarded to the Local Member in relation to this matter.	The General Manager advised that no response was received to Council's letter of the 18 July 2018 and follow up correspondence on the matter has been prepared and forwarded.
2	Ross	Enquired as to who has ownership of Old Bridge Street, Windsor, as identified in the Thompson Square Conservation Management Plan. The Windsor Bridge Replacement Project Option 1 indicates that Council has ownership, can this be confirmed.	The Director Infrastructure Services advised that Old Bridge Street, Windsor remains in Council ownership, however RMS are the Roads Authority for this road. The land under roads, with the exception of Crown Roads on freeways is vested in Council. RMS are the Roads Authority for State Roads, including this section of road affected by the Windsor Bridge Replacement Project.
3	Ross	Enquired as to whether the RMS will compulsorily acquire Old Bridge Street, Windsor as part of the Windsor Bridge Replacement Project Option 1 and will they compensate Council.	The Director Infrastructure Services advised that no compensation is payable as RMS is the Roads Authority for the road and no acquisition is required.

ORDINARY MEETING

Questions for Next Meeting

Meeting Date: 28 August 2018

#	Councillor	Question	Response
4	Ross	Has the RMS consulted with residents or Council in regards to residential, pedestrian and vehicle access, disturbance by equipment, airborne dust, noise, light and any other relevant matters, in relation to the Windsor Bridge Replacement Project.	The Director Infrastructure Services advised that the Conditions of Approval require particular environmental performance measures to be achieved. No formal consultation process has been proposed at this stage involving Council or residents. Council staff are seeking to have liaison meetings with RMS and the contractor established to address any issues that may arise. Conditions of the approval do require the RMS to establish a Community Communication Strategy.
5	Ross	Enquired to as whether Council can conduct it's own Dilapidation Report in the Windsor Bridge Replacement Project area from Baker Street and down to Arndell Street as far as South Creek.	The Director Infrastructure Services advised that Council will review the Dilapidation Report prepared by the contractor and undertake a review of the sites to determine an agreed position. If considered necessary, Council would undertake its own technical studies.
6	Ross	Enquired in relation to street parking of heavy vehicles in the Hawkesbury Local Government Area: 1. What is the State legislation that dictates Council's response to heavy vehicle parking. Does this include powered prime mover units. 2. Does the treatment of the prime movers in Hannabus Place, Mulgrave differ from the set policies in other areas in the Hawkesbury Local Government Area.	The Director City Planning advised 1. Offence Code 83618 relates to "Stop heavy/long vehicle longer than 1 hour". There are rules and sub-rules that relate to this offence that are summarised as: 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. 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. Road Rule 200 states:

ORDINARY MEETING**Questions for Next Meeting****Meeting Date:** 28 August 2018

#	Councillor	Question	Response
			<ol style="list-style-type: none">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.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. 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:<ol style="list-style-type: none">a) buildings, not over 100 metres apart, on land next to the road,b) street lights not over 100 metres apart.2. The relevant rules with respect to Hannabus Place, Mulgrave are the same as a built up area as defined in Road Rule 200.
7	Rasmussen	Enquired as to whether Council can ascertain the daily volume of water released from the Advanced Water Treatment Plant at St Marys into the Hawkesbury / Nepean River to sustain its flow.	The Director Infrastructure Services advised that the Sydney Water St Marys River Flows project which was completed in 2010, releases highly treated wastewater from its St Marys treatment plant into the Hawkesbury/Nepean River system. This replaces environmental flows from Warragamba Dam of up to approximately 42ML/day.

ORDINARY MEETING**Questions for Next Meeting****Meeting Date:** 28 August 2018

#	Councillor	Question	Response
8	Garrow	<p>Enquired as to whether Council can investigate the following matters;</p> <ol style="list-style-type: none">1. Can Council find out what is the noxious weed in the current salvage fenced area for the Windsor Bridge Replacement Project.2. When did the RMS become aware of this noxious weed.3. Was Council made aware of this, and if not, then why wasn't Council advised.4. Why has no action been taken since the site was established in November 2017.	<p>The Director Infrastructure Services advised that RMS have informed Council that the reference to "noxious" weeds in the RMS August 2018 notification regarding Archaeological works was in relation to clearing of general weed species and grasses in the project area. Council staff will undertake an inspection to confirm the species present on the site. It should be noted that the term "noxious weed" is no longer used in relation to weed control legislation, and weeds are classified based on their level of significance, with various response and controls being applied based on that classification.</p>
9	Wheeler	<p>Requested an indication of the timing into when Council will receive a report or briefing into Polyfluoroalkyl Substances (PFAS) contamination surrounding the Richmond RAAF Base.</p>	<p>The Director City Planning advised the Detailed Site Investigation has been completed for the RAAF Base Richmond PFAS Investigation and includes sampling, analysis and interpretation of soil, water, plants, animals and other environmental media which may be affected by PFAS contamination. The Detailed Site Investigation has identified the areas where legacy fire fighting foam was previously used (source areas) and how far it has spread in the environment.</p> <p>Following the completion of the Detailed Site Investigation, a human health and ecological risk assessment is currently being undertaken.</p> <p>Arrangements are being made for a briefing of Councillors from Defence in terms of the outcomes of the Detailed Site Investigation in addition to the ongoing investigation process including the human health and ecological risk assessment.</p>
10	Calvert	<p>Requested if Council could consider sending fodder to our Sister Councils in Western NSW.</p>	<p>The General Manager advised that the options for supporting drought affected farmers across including our Sister Councils in Western NSW and local Hawkesbury farmers are being investigated.</p>

ORDINARY MEETING**Questions for Next Meeting****Meeting Date:** 28 August 2018

#	Councillor	Question	Response
11	Calvert	Requested that Councillors be provided with copies of the Heading Home Ending Homelessness Part II report and the report on WSROC's Waste program.	The General Manager advised that copies of the documents were circulated to Councillors on 21 August 2018.
12	Zamprogno	Requesting clarification as to whether sewer charges levied on dual occupancy dwellings are charged on the number of dwellings or the number of sewer connections to the property.	<p>The Director Infrastructure Services advised that generally speaking, Council charges a separate charge for sewer services for each individual, legally approved dwelling. The charge is made on the basis of number of dwellings, rather than actual number of connections to the sewer main. This is consistent with NSW Government best practice guidelines which require full cost recovery of service provision. It is acknowledged that the flows from individual dwellings can vary based on occupancy rates, however the charge is based on applicable industry wide observed averages.</p> <p>However in certain situations there may be additional relevant circumstances and these have to be considered on a case by case basis.</p>

ORDINARY MEETING**Questions for Next Meeting****Meeting Date:** 28 August 2018

#	Councillor	Question	Response
13	Zamprogno	Enquired as to how many sets of bins dual occupancy properties are entitled to and are they required to have separate bins.	<p>The Director City Planning advised that generally speaking, each legally approved dwelling must be charged a minimum of one waste charge. However a dwelling may request additional services at an additional charge.</p> <p>The Local Government Act 1993 requires councils to levy an annual charge for providing domestic waste management services on all parcels of rateable land for which the service is available, whether or not it is actually used. It is considered that all property owners should contribute to the current and future provisions of waste services.</p> <p>Councils can charge properties that do not use the service a different amount from those that do use it. However it is up to each council to decide whether they want to do this.</p> <p>Property owners do have an option in terms of the size of the bins with 140 litre and 240 litre bins available.</p> <p>However in certain situations there may be additional relevant circumstances and these have to be considered on a case by case basis.</p>

ORDINARY MEETING**Questions for Next Meeting****Meeting Date:** 28 August 2018

#	Councillor	Question	Response
14	Zamprogno	Enquired as to what the accountability is there for the selection of exhibitions in the Regional Gallery.	<p>The Director Support Services advised that the selection of Gallery exhibitions is made by the professional staff of the Museum and Gallery – namely the Director and Curator. The selection is based on the Programming Exhibitions Procedure which has provided consistent direction in the development and delivery of distinct curated exhibitions over the previous 13 years. The Gallery's exhibition program is supported by Create NSW, through its Arts and Cultural Development Program grant funding and is informed by their guidelines.</p> <p>The current exhibition in the Regional Gallery, "Wild: Flora and Fauna in Australian Art", includes a selections of work from some of Australian's most significant artists of the 19th and 20th centuries, drawn from the collection of the Newcastle Art Gallery, including works by Joseph Lycett, Arthur Boyd, John Olsen, Margaret Preston, Sam Byrne, Albert Namatjira and Elioth Gruner, as well as featuring work of more contemporary artists.</p>

oooO END OF REPORT Oooo

ORDINARY MEETING

Questions for Next Meeting

Meeting Date: 28 August 2018

ORDINARY MEETING
Confidential Reports
Meeting Date: 28 August 2018

CONFIDENTIAL REPORTS

Item: 218 **GM - 139 Colonial Drive and 85 Rifle Range Road, Bligh Park (79351, 95496, 112106)**

Previous Item: 276, Ordinary (13 December 2016)
68, Ordinary (12 April 2016)
133, Ordinary (11 August 2015)
187, Ordinary (10 September 2013)
45, Ordinary (12 March 2013)
64, Ordinary (8 May 2012)
63, Ordinary (29 March 2011)
240, Ordinary (12 October 2010)
26, Ordinary (26 February 2008)

Directorate: Support Services

Reason for Confidentiality

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

Specifically, the matter is to be dealt with pursuant to Section 10A(2)(d) of the Act as it relates to the potential sale of a Council property and the information is regarded as being commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, confer a commercial advantage on a competitor of the Council, or reveal a trade secret and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

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

ORDINARY MEETING
Confidential Reports
Meeting Date: 28 August 2018

Item: 219 **CP - Application for Revocation of Dangerous Dog Order - (95498, 39906)**

Directorate: City Planning

REASON FOR CONFIDENTIALITY

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

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

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

ORDINARY MEETING
Confidential Reports
Meeting Date: 28 August 2018

Item: 220 **IS - Roadworks Hall Street, Pitt Town - (95495, 79344, 79346)**

Directorate: Infrastructure Services

REASON FOR CONFIDENTIALITY

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

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

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



ordinary
meeting

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