



Hawkesbury City Council

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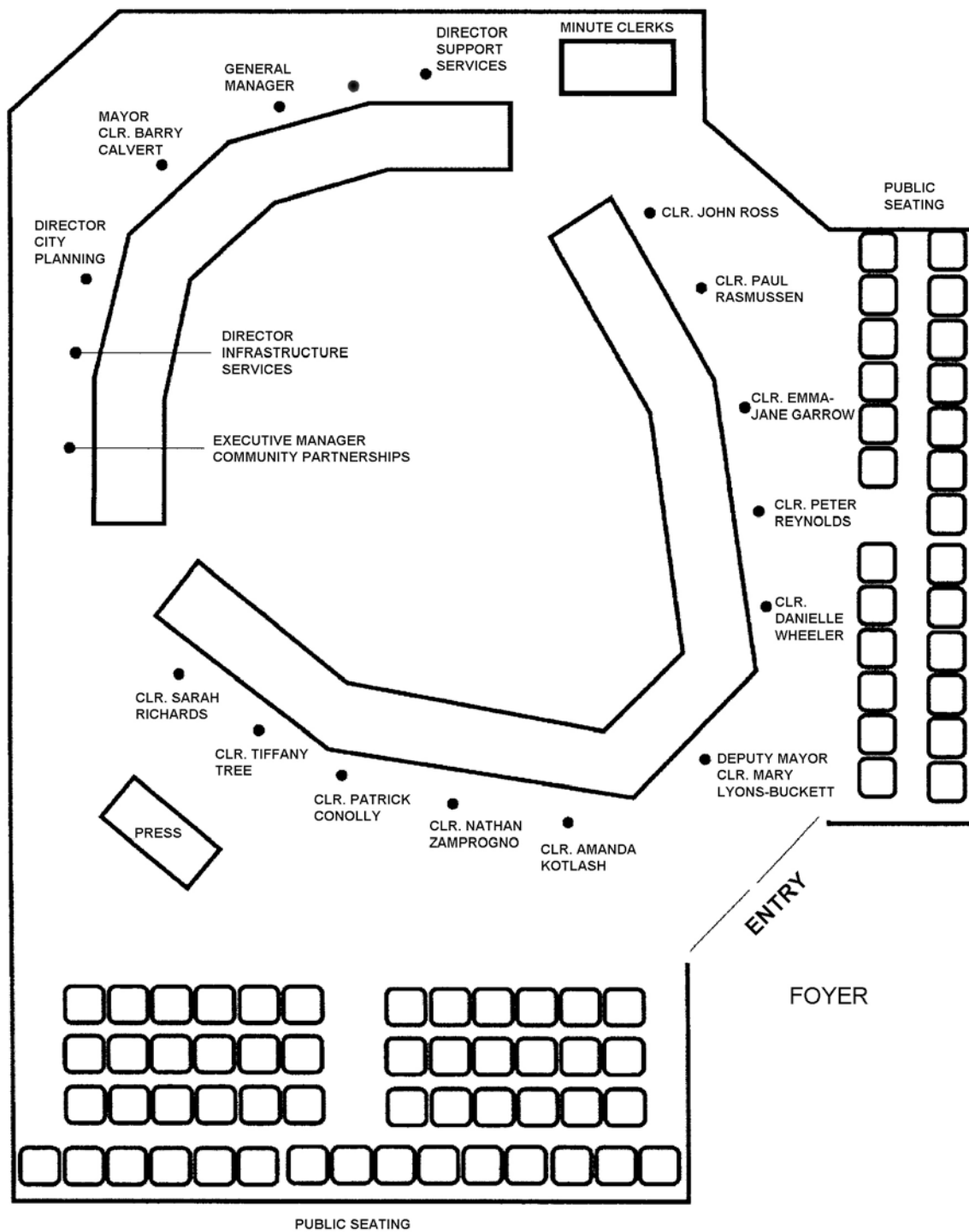
date of meeting: 27 November 2018
location: council chambers
time: 6:30 p.m.



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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Procedural Matters
Meeting Date: 27 November 2018

PROCEDURAL MATTERS

Welcome

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

The General Manager will address the Council meeting, mentioning:

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

Attendance

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

Apologies and Leave of Absence

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

Declaration of Interest

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

Acknowledgement of Official Visitors to the Council

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

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Procedural Matters

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section 1

confirmation of minutes

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SECTION 1 - Confirmation of Minutes

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SECTION 1 - Confirmation of Minutes

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section 2

mayoral minutes

ORDINARY MEETING

SECTION 2 – Mayoral Minute

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SECTION 2 – Mayoral Minutes

No Mayoral Minutes.

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ordinary

section

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reports
for determination

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SECTION 3 – Reports for Determination

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SECTION 3 – Reports for Determination

INFRASTRUCTURE SERVICES

Item: 280 **IS - Peel Park Masterplan and Redbank Precinct Community Land Plan of Management - (95495, 79354)**

Previous Item: 149, Ordinary (29 August 2017)
 206, Ordinary (28 August 2018)

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to advise Council of submissions received from the Public Exhibition of the Peel Park Masterplan and Redbank Precinct Community Land Plan of Management, and to adopt the plans.

EXECUTIVE SUMMARY:

The Peel Park Masterplan and Redbank Precinct Community Land Plan of Management were placed on Public Exhibition from 6 September 2018 until 18 October 2018.

Three submissions were received; two from individuals, the other from the North Richmond and Districts Community Action Association. One submission objected to the lack of provision of full sized sporting fields, the other two submissions were satisfied with the plans. In regard to the sizing of the fields no change is recommended as the site constraints are such that other uses would be adversely affected. One field is however sized for open age competition level.

RECOMMENDATION SUMMARY:

That Council adopt the Peel Park Masterplan and the Redbank Precinct Community Land Plan of Management.

REPORT:

Context and Background

The Voluntary Planning Agreement (VPA) with Redbank Communities specifies that the developer is responsible for relevant upgrades to Peel Park, and that a Plan of Management and Masterplan is to be developed to guide the works to be undertaken.

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 Redbank Precinct Community Land 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

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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.

In November 2017, People Place and Partnership, in consultation with Crosbie Lorimer from Clouston and Associates, were engaged by Council to undertake a review of the Peel Park Masterplan and to specifically engage with key stakeholders as well as the general community.

Community engagement consisted of phone interviews with key stakeholders and a workshop/meeting with stakeholders and other interested members of the community which informed the review and subsequent amendment to the draft Peel Park Masterplan.

The draft Peel Park Masterplan was then presented to the community at a meeting on 9 August 2018. The plan of management for community land within the Redbank precinct was amended to include reference to Peel Park, incorporating proposed management actions that relate to operations and use of the park. Both documents were then formally placed on public exhibition from 6 September to 18 October 2018.

Detailed History, including previous Council decisions

- | | |
|------------------|---|
| 23 November 2016 | <p>Public Hearing and community meeting to discuss proposed categorisation of future community land within the Redbank Precinct and to present a concept Masterplan for Peel Park to stimulate discussion and seek feedback about proposed future upgrade of the park.</p> <p>A survey seeking information and comment about Peel Park was distributed at the meeting and placed on Council's website for a period of two weeks to gather initial feedback to inform further development of the Masterplan.</p> <p>Consultation with Sports Council around sporting needs and proposed usage of Peel Park.</p> |
| 27 February 2017 | <p>Report to Council which in part recommended the draft Redbank Precinct Community Land Plan of Management and the Peel Park Masterplan be placed on public exhibition.</p> <p>Council resolved in part to place the plans on public exhibition and to modify the Peel Park Masterplan to include the potential for a small scale water play area as part of the play space.</p> <p>Formal public exhibition of the plans from 8 March 2017 – 12 May 2017, with 20 submissions received. Most submissions addressed the proposed upgrade of Peel Park.</p> <p>Feedback was taken on board and the draft Peel Park Masterplan amended to satisfy community concerns.</p> <p>Consultation meeting held with the North Richmond and Districts Community Action Association.</p> |
| 29 August 2017 | <p>Report to Council recommending the Draft Peel Park Masterplan and Draft Redbank Precinct Community Land Plan of Management be adopted.</p> <p>Council resolved to adopt the management plan excluding reference to Peel Park and to further consult with the community in relation to the Peel Park Masterplan.</p> <p>In November 2017, Consultants were engaged to consult further with the community and to review the Peel Park Masterplan. Consultation consisted of phone interviews, on-line survey and community workshop/meeting.</p> |

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On 9 August 2018, a revised draft Masterplan was presented to the community.

14 August 2018 Report to Council recommending the revised draft Peel Park Masterplan be placed on Public Exhibition.

Masterplan placed on exhibition from 6 September 2018 to 18 October 2018.

Policy considerations

There are no policy considerations applicable to this report.

Consultation

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

Extensive consultation has been undertaken with the community, concluding with the recent public exhibition of the Peel Park Masterplan and the revised Redbank Precinct Community Land Plan of Management. Further consultation is not required.

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.

Discussion

Three submissions were received as a result of the public exhibition of the Peel Park Masterplan and the revised Redbank Precinct Community Land Plan of Management. A summary of the key points and response is provided below:

Submission Reference	Issue/Topic	Response
Submission 1	This submission objected to the fact that the sports fields will not be full sized or suitable for matches and that this will increase pressure on existing fields.	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. The larger cricket field meets minimum club competition standards for open ages and could be used for youth and

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		<p>lower grade senior competition.</p> <p>The field areas available for winter sports will be suitable for junior sport only, due mostly to the position of the electricity easement and the topological constraints of the site.</p>
	<p>This submission addressed the riparian corridor and stressed that the riparian corridors be actually protected, not just tick-a-box protected. It was suggested that areas be set aside that will not be accessible to the public so that species can thrive.</p>	<p>There will be a minimum 30 metre riparian corridor along the length of Redbank Creek within the Redbank development precinct. This corridor will be mostly native vegetation with a fire trail and small walking track to an area of cultural significance. People will be encouraged to stay on pathways, limiting intrusion to bushland areas.</p>
Submission 2	<p>The North Richmond and Districts Community Action Association (NRDCAA) is happy with the new Draft Peel Park Masterplan. It is felt that the further community consultation has resulted in a Masterplan that is in keeping with the wants and needs of the community ie the existing park character is retained; sporting upgrades are at a better scale rather than dominating the park; proposed walking tracks, playgrounds and open space are in accordance with community requirements; and retention of high value trees and native vegetation is appreciated.</p>	<p>Noted</p>
	<p>The NRDCAA requested that the community and stakeholders continue to be involved in the design process going forward.</p>	<p>The community will be consulted and given the opportunity to comment on the landscape plan prior to its approval.</p>
	<p>The NRDCAA requested that the steps at the northern end of the park from the Pansy Track to the bush track are replaced as soon as possible. It was also noted that the perimeter and bush tracks require urgent restoration works due to the earth works in the vicinity and resultant lack of use.</p>	<p>Areas of the park that have been impacted by construction works will be restored.</p> <p>The steps won't be replaced as the area has been levelled to provide a more gentle access point to the bush track.</p> <p>The bush track will be repaired and upgraded in part, dependent upon available funding.</p>
Submission 3	<p>Overall satisfaction with the plan was expressed along with some detailed suggestions around the design of the dog off-leash area:</p> <ol style="list-style-type: none"> 1. That the leash free area be divided into 2 areas to provide more options to exercise dogs. 2. Request for screen plants 	<p>The design brief for the landscape plan includes the requirement for double access gates, perimeter screening and a 1.5m high fence.</p> <p>At this stage the dog off leash area will not be divided, however this is an option that can be</p>

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	around perimeter to break the eye line for high drive dogs. 3. Request for the fence to be higher than the current one and that the bottom of the fence be pegged so dogs cannot escape. 4. Request for double gate when entering/exiting the area.	considered in future should the need arise.
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Financial Implications

The matters raised in this report do not have direct financial implications however, although Redbank Communities are required to fund and construct the majority of works under the VPA, Council will ultimately be required to maintain and renew the enhanced facilities. Some elements identified within the Masterplan are outside the scope of the VPA and will require consideration of funding in future programs based on overall priorities.

Fit For The Future Strategy Considerations

The proposal is not currently aligned with Council's long term plan to improve and maintain organisational sustainability and achieve Fit for the Future financial benchmarks. The proposal will require the allocation of additional financial and staffing resources which are currently not budgeted for in the Long-Term Financial Plan.

The VPA is aligned with the LTFP however there are additional items that are outside the scope of the VPA. There is an expectation from the community that the entire Peel Park Masterplan will be delivered. Council will need to meet these community expectations in future budget allocations by substituting with other anticipated works.

Conclusion

The consultation process for the Peel Park Masterplan and the revised Redbank Precinct Community Land Plan of Management has been extensive. The process was very inclusive and the community seem happy with the process and no major objections having been raised.

RECOMMENDATION:

That Council adopt the Peel Park Masterplan dated 13 August 2018 and the revised Redbank Precinct Community Land Plan of Management.

ATTACHMENTS:

AT - 1 Peel Park Masterplan - Without Line Markings

AT - 2 Peel Park Masterplan - Supporting Document (*Distributed under separate cover*)

AT - 3 Redbank Precinct Community Land Plan of Management (*Distributed under separate cover*)

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AT - 1 Peel Park Masterplan - Without Line Markings



oooO END OF REPORT Oooo

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SUPPORT SERVICES

Item: 281 **SS - Monthly Investments Report - October 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 \$57.3 million in investments at 31 October 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 October 2018 be received and noted.

REPORT:

Context and Background

The following table indicates that Council held \$57.3 million in investments as at 31 October 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%	2,700,000	4.71%	
Tcorp*					2.46%	2,071,115	3.62%	
Total On-call Investments								4,771,115
Term Investments								
Bankwest	A1+	AA-	27-Apr-18	08-Nov-18	2.70%	1,000,000	1.75%	
Bankwest	A1+	AA-	09-Oct-18	08-Nov-18	2.15%	1,000,000	1.75%	
Bankwest	A1+	AA-	22-Nov-17	21-Nov-18	2.55%	1,500,000	2.62%	
Bankwest	A1+	AA-	09-Oct-18	13-Dec-18	2.45%	1,000,000	1.75%	
Bankwest	A1+	AA-	19-Oct-18	21-Dec-18	2.45%	1,000,000	1.75%	
Bankwest	A1+	AA-	27-Jun-18	16-Jan-19	2.80%	1,000,000	1.75%	
Bankwest	A1+	AA-	22-Feb-18	22-Feb-19	2.60%	500,000	0.87%	
Bankwest	A1+	AA-	22-Jun-18	27-Mar-19	2.80%	1,000,000	1.75%	
Bankwest	A1+	AA-	22-Jun-18	24-Apr-19	2.80%	1,000,000	1.75%	
Bankwest	A1+	AA-	03-Aug-18	03-May-19	2.80%	2,000,000	3.49%	

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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	0.87%	
Bankwest	A1+	AA-	09-May-18	08-May-19	2.70%	1,500,000	2.62%	
Bankwest	A1+	AA-	16-Aug-18	15-May-19	2.80%	2,000,000	3.49%	
Bankwest	A1+	AA-	24-Aug-18	22-May-19	2.80%	3,000,000	5.24%	
Bankwest	A1+	AA-	18-Jul-18	17-Jul-19	2.80%	1,000,000	1.75%	
CBA	A1+	AA-	13-Dec-17	13-Dec-18	2.57%	3,000,000	5.24%	
CBA	A1+	AA-	21-Dec-17	21-Dec-18	2.61%	1,000,000	1.75%	
CBA	A1+	AA-	12-Jan-18	16-Jan-19	2.63%	1,500,000	2.62%	
CBA	A1+	AA-	31-Jan-18	31-Jan-19	2.65%	2,500,000	4.37%	
CBA	A1+	AA-	14-Mar-18	14-Mar-19	2.66%	1,000,000	1.75%	
CBA	A1+	AA-	04-Apr-18	04-Apr-19	2.74%	1,000,000	1.75%	
CBA	A1+	AA-	14-Jun-18	17-Apr-19	2.74%	1,000,000	1.75%	
CBA	A1+	AA-	24-Aug-17	23-Aug-19	2.72%	3,000,000	5.24%	
CBA	A1+	AA-	02-Mar-18	04-Mar-20	2.79%	1,000,000	1.75%	
CBA	A1+	AA-	04-Apr-18	03-Apr-20	2.85%	1,000,000	1.75%	
NAB	A1+	AA-	16-May-18	15-May-19	2.65%	2,000,000	3.49%	
NAB	A1+	AA-	06-Jun-18	19-Jun-19	2.75%	1,500,000	2.62%	
NAB	A1+	AA-	22-Jun-18	26-Jun-19	2.80%	1,000,000	1.75%	
NAB	A1+	AA-	27-Jun-18	26-Jun-19	2.80%	1,000,000	1.75%	
NAB	A1+	AA-	09-Oct-18	09-Oct-19	2.74%	1,500,000	2.62%	
NAB	A1+	AA-	19-Oct-18	16-Oct-19	2.75%	1,000,000	1.75%	
NAB	A1+	AA-	24-Oct-18	30-Oct-19	2.75%	1,000,000	1.75%	
Westpac	A1+	AA-	08-Nov-17	08-Nov-18	2.60%	500,000	0.87%	
Westpac	A1+	AA-	07-Feb-18	07-Feb-19	2.59%	2,000,000	3.49%	
Westpac	A1+	AA-	22-Feb-18	22-Feb-19	2.62%	500,000	0.87%	
Westpac	A1+	AA-	02-Mar-18	06-Mar-19	2.60%	1,000,000	1.75%	
Westpac	A1+	AA-	04-Apr-18	04-Apr-19	2.75%	1,500,000	2.62%	
Westpac	A1+	AA-	31-May-18	05-Jun-19	2.75%	1,000,000	1.75%	
Westpac	A1+	AA-	31-May-18	05-Jun-19	2.75%	1,000,000	1.75%	
Westpac	A1+	AA-	14-Mar-18	13-Mar-20	2.81%	500,000	0.87%	
Westpac			18-Apr-18	17-Apr-20	2.93%	500,000	0.87%	
Total Term Investments								52,500,000
TOTAL INVESTMENT AS AT 31 October 2018								57,271,115

*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	4,771,115	1.78%	Reserve Bank Cash Reference Rate	1.50%	0.28%
Term Deposit	52,500,000	2.69%	UBS 90 Day Bank Bill Rate	1.92%	0.77%
Total	57,271,115	2.62%			

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Restricted/Unrestricted Funds

Restriction Type	Amount \$
External Restrictions -S94	12,489,562
External Restrictions - Other	8,893,751
Internal Restrictions	18,626,859
Unrestricted	17,260,943
Total	57,271,115

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

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

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

Detailed History, including previous Council decisions

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

Policy considerations

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

Investment Certification

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

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.

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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 \$1.79 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 October 2018, Council's investment portfolio is all invested with major Australian trading banks or wholly owned subsidiaries of major Australian trading banks and in line with Council's Investment Policy.

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

Financial Implications

The matters raised in this report have direct financial implications. The income applicable 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 \$57.3 million as at 31 October 2018, invested in accordance with Council's Investment Policy.

RECOMMENDATION:

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

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Ooo

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Item: 282 **SS - September 2018 Quarterly Budget Review Statement - (95496, 96332)**

Previous Item: 143, Extraordinary (13 June 2018)

Division: Support Services

PURPOSE OF THE REPORT

The purpose of this report is to inform Council of the current and projected financial performance and financial position and to seek adoption of proposed changes required to the Budget within the 2018/2019 Adopted Operational Plan.

EXECUTIVE SUMMARY

In accordance with legislation, within two months of the end of each quarter, Council is required to review its progress in achieving the financial objectives set out in its Operational Plan. This report and the relevant attachment provide information on Council's financial performance and financial position for the first quarter of the 2018/2019 financial year, and the resulting financial position including the Budget variations proposed.

The Quarterly Budget Review Statement - September 2018 recommends a number of variations that result in an overall balanced budgeted position being maintained.

RECOMMENDATION SUMMARY

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

REPORT:

Context and Background

Clause 203 of the Local Government (General) Regulation 2005 stipulates that the Responsible Accounting Officer of a council must prepare and submit to the Council a Budget Review Statement within two months after the end of each quarter (except the June quarter).

The September Quarterly Budget Review Statement has been prepared in accordance with the Division of Local Government Circular 10/32 dated 10 December 2010 and is attached as Attachment 1 to this report.

The Quarterly Budget Review Statement recommends budgetary adjustments that result in a balanced overall budget position being maintained and in the opinion of the Responsible Accounting Officer, Council remains in a satisfactory short term financial position.

Detailed History, including previous Council decisions

Council adopted its Operational Plan for 2018/2019 on 13 June 2018. Subsequently, on 28 August 2018, Council adopted budgets to be carried forward from 2017/2018 to the 2018/2019 financial year. Accordingly, the amounts carried forward were added to the Budget included within the Adopted 2018/2019 Operational Plan.

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Policy considerations

Clause 203 of the Local Government (General) Regulation 2005 requires a revised estimate of income and expenditure for the year to be prepared by reference to the estimate of income and expenditure set out in the Operational Plan for the year.

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

Financial Position

The Quarterly Budget Review Statement (QBRs) recommends budgetary adjustments that result in a balanced overall budget position being maintained. Council remains in a satisfactory short term financial position.

The attachment to this report (distributed under separate cover) includes an executive summary of Council's financial performance as at the end of the first quarter of 2018/2019, and provides further details within financial reports provided.

The attachment also details all the major budget variations proposed in this QBRs. The majority of the proposed variations are minor or not operationally significant in nature. Variations that are considered more significant and that require Council's attention are listed below.

The more significant items of the September 2018 QBRs include:

- **General Rates – Favourable Variance \$177K**

A favourable variance of \$177K is included in this QBRs to adjust the amount budgeted for general rates revenue in line with the amount generated as at the end of the reporting period. The additional income reflects "growth" associated with the revaluation of properties within the Vineyard Precinct Stage One area.

- **Financial Assistance Grant (FAG) – Net Favourable Variance \$131K**

In line with advice received from the NSW Local Government Grants Commission, Council is to receive \$4.4M as its FAG allocation for 2018/2019. The 2018/2019 Budget, which was based on the 2017/2018 FAG amount received less one and a half per-cent, to reflect the expected reduction in Council's allocation, is \$4.3M. The resulting favourable variance of \$131K is included in this QBRs.

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Adjustments were also made to reflect the one-half advance payment of the 2018/2019 allocation received in 2017/2018. An amount of \$2.3M was prepaid. The prepayment amount was placed in a Reserve to restrict it as at June 2018. The prepayment does not impact on the overall 2018/2019 bottom line. However, the prepayment does have a negative impact on Council's Operating Performance Ratio for 2018/2019, as at time of reporting.

- ***Contributions Payable to Emergency Services – Net Favourable Variance \$60K***

In line with advice from both NSW Revenue and NSW Rural Fire Service, the contributions payable to the NSW Rural Fire Service, NSW Fire and Rescue and NSW State Emergency Service are \$60K less than projected when developing the Original Budget 2018/2019.

- ***Sewerage Management Facilities Licensing & Inspections – Net Unfavourable Variance \$64K***

As part of the development of the Original Budget 2018/2019, a process review and associated increased potential income were identified in relation to the sewerage management facilities licensing and inspection program. This review is underway and nearing completion. This review has recommended a staged approach to the implementation of an improvement plan in order to engage the community of the associated changes to the program. Due to this staged implementation, a reduction of \$64K in income is included in this QBRs.

- ***Swimming Pool Inspections & Fire Safety Statements – Net Unfavourable Variance \$148K***

Difficulties have been encountered in filling a long-term vacancy within Council's Development Services area. As a result the Swimming Pool Inspection and Fire Safety Statements programs have not been able to be resourced. This has resulted in a substantial decline in anticipated income, requiring a budget adjustment of \$148K. Management is currently considering alternatives for the resourcing of these programs.

- ***Car-Parking Infringements Processing Fees – Unfavourable Variance \$42K***

The QBRs includes an increase in the processing fees for car-parking infringements of \$42K, in order to align the projected income with the average rate changed by NSW Revenue during 2017/2018, to more accurately project these costs.

- ***Buy-A-Bale Program – Net Unfavourable Variance \$30K***

In line with the Council Resolution made 11 September 2018 in relation to Drought Assistance, a \$30K net unfavourable variance is included in this QBRs.

- ***Light Up Windsor Event***

In order to provide an enhanced event and encourage favourable conditions for the economy of Windsor, \$29K has been reallocated from the development of the Economic Development Strategy to fund the Light Up Windsor event to be held 7 December 2018.

- ***Mitchell Drive, Glossodia***

Council currently has provision for carrying out works on two drainage projects which are unable to proceed due to acquisition of easements being unsuccessful for a number of years.

It is proposed to reallocate the funding (\$105K) toward the survey and design of kerb and drainage works in Mitchell Drive and Ian Street, Glossodia, which will enable consideration of earlier construction of that project.

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- ***Refurbishment of the Companion Animal Shelter***

Donations in the amount of \$175K have enabled the bringing forward of works in regard to the Animal Shelter refurbishment - Stage 1, comprised of kennel upgrades.

- ***Richmond Preschool Refurbishment***

In line with advice received from Richmond Preschool, a contribution of \$100K will be provided by the school. In this QBRs is the associated income and increase in works to be completed.

- ***Construction of New Freemans Reach Rural Fire Shed***

During the development of the Original Budget, there was some confidence in receiving a \$1.1M contribution from NSW RFS for construction of a new Freemans Reach Rural Fire Shed. In advice received from NSW RFS in August 2018, this contribution will not be received during 2018/2019. Both the associated income and construction / relocation costs have been removed during this QBRs.

- ***Grants – Additional works and programs totalling \$1.0M***

A number of adjustments relating to grant funding successfully secured by Council, are included in this QBRs. These adjustments have a nil effect on the Budget position, as amounts included for income have a corresponding amount for expenditure. The securing of grant funding assists Council to undertake works otherwise not funded through Council's available funds.

The major adjustments relating to grant funding are outlined below:

- *Church Street Reserve Inclusive Play-space* – In line with advice received from NSW Planning and Environment, Council will receive \$500K for the construction of an inclusive play-space at Church Street Reserve, South Windsor as part of the Everyone Can Play Initiative.
- *Hawkesbury Heritage Community Study* – Council has been successful in obtaining a \$100K grant to undertake a community based heritage study from the Office of Environment and Heritage.
- *Community Conservation – Hawkesbury Historic Cemeteries* – Council has received additional grant funding of \$100K for community conservation of historic cemeteries in the Hawkesbury LGA from the Office of Environment and Heritage.
- *Privately Owned Heritage Remediation (Stage 1)* – A further \$95K was granted from the Office of Environment and Heritage to engage a consultant to prepare a schedule of remediation works that accommodates 25 individual funding applications from heritage owners within the Hawkesbury.
- *Macquarie Park Amenities Renewal* – Council was successful in obtaining \$50K as part of the Crown Reserves Improvement Fund Program from the NSW Department of Industry for the replacement and upgrade of existing showers, toilets and storage shed in Macquarie Park.
- *Upper Hawkesbury Estuary Health Card* – Council has received grant funding of \$45K for water quality testing in the Hawkesbury River for three years as part of the Coastal and Estuary Management Program from the Office of Environment and Heritage. An adjustment of \$15K is included in this QBRs, for the first year of monitoring.
- *Fire Hazard Reduction Works* – NSW Rural Fire Service have approved an allocation of \$32K towards hazard reduction works at Duffy's Fire Trail, Bowen Mountain and Peter Place, Bligh Park under the Bush Fire Risk Mitigation and Resilience Program.

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- *Relocation of Wilberforce Rural Fire Brigade Shed* – As part of the Rural Fire Fighting Fund Program, NSW Rural Fire Service has allocated \$20K towards the survey and design of a new Wilberforce Rural Fire Brigade Shed.

- ***Reserve Funded Adjustments***

The following adjustments are within internally or externally restricted funds, and consequently have nil impact on Council's overall position:

- *Section 64A Plan Reserves* – A repayment of the internal loan of \$998K for the purchase of Mitchell Drive, Pitt Town from Section 64 Drainage is included in this QBRS. An increase in income of \$25K for Section 64 Sewer contributions is also included.
- *Section 94 Plan Reserve* – An additional \$300K has been allocated for the preparation of a Masterplan, Plan of Management and Concept Design for the Pitt Town Community Precinct as resolved by Council.
- *Section 94A Plan Reserve* – In order to bring forward works at Wilberforce Community Precinct, an allocation of \$125K has been incorporated in this QBRS.
- *Planning Reserve* – This reserve has been established to fund works associated with engineering inspections associated with Redbank, funded from the associated income. An increase in the reserve in line with the projected income of \$90K has been restricted to this Reserve and the known costs to December 2018 for engineering inspections (\$39K) will be funded from this Reserve.
- *Workers Compensation Reserve* – Several large cases have been managed during the first quarter of the financial year, with \$113K spent against the projected budget of \$144K. As this represents 78% of the budget spent in the first quarter of the year, a further \$31K has been allocated.
- *Information Technology Reserve* – Several items of software, approved as part of the 2018/2019 Original Budget, were purchased in late 2017/2018 in order to take advantage of discounts on offer at the time. The budget funding from the Information Technology Reserve of \$32K has been removed, as it was used in last financial year.
- *Domestic Waste Management Reserve* – A annual charges received are greater than forecasted, requiring a favourable variance of \$111K in this QBRS.
- *Waste Management Facility Reserve* – Included in this QBRS, is a favourable variance of \$998K for the repayment of the aforementioned internal loan, which is offset by unfavourable variance of \$50K to implement actions identified as part of an internal audit, \$30K to cover consultancy costs to consider options in relation to the land strategy at the site and \$27K for additional costs to establish the Community Recycling Centre.
- *Sewerage Reserves* – Favourable variances of \$25K for the unbudgeted receipt of insurance compensation for storm damage and \$58K for annual charges exceeding budgetary projections have been included in this QBRS. Unfavourable variances include \$35K for reactive breakages, \$55K for additional funds required to complete renewal at McGraths Hill Sewer Treatment Plant and the Relining Program (\$80K). A review of the computer system identified that replacement was needed earlier than expected (60K) and a major failure of the South Windsor Treatment Plant Discharge Line requires \$500K for urgent repairs.

The Quarterly Budget Review Statement includes a number of minor adjustments and reallocation of funds that have not been detailed above. Further details can be found in the attachment to this report.

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Performance against Financial Sustainability Benchmarks

The table below provides an update of Council's performance against the Financial Sustainability Benchmarks, as determined as part of the Fit for the Future Framework.

Table 1

Financial Sustainability Ratio	Benchmark	Original Budget 18/19	Amended Budget 18/19	Amended Budget 18/19 After Sep QBRS
Operating Performance	≥ 0	-0.06	-0.091	-0.128
Own Source Revenue	$> 60\%$	82.5%	82.5%	85.4%
Asset Renewal	$> 100\%$	92.4%	119.68%	123.4%
Infrastructure Backlog	$< 2\%$	2.60%	1.34%	1.26%
Asset Maintenance	$> 100\%$	100.3%	83.96%	85.6%
Debt Service	0%-20%	1.1%	1.4%	1.4%
Real Operating Expenditure per Capita	Decrease	Decrease	Decrease	Increase

As shown in table above, the proposed amendments included in the September QBRS will result in changes to the projected Financial Sustainability Ratios. Overall, the number of the seven benchmarks achieved is 4. The Operating Performance Ratio has deteriorated and the Real Operating Expenditure per Capita is projected to slightly increase.

An outline of the impacts on each ratio is provided below:

The Operating Performance Ratio deteriorates by \$2.0M due to overall income not achieved (\$1.8M), predominantly as a result of the advanced payment of the Financial Assistance Grant; and additional expenditure required to meet grant programs and Council's service levels (\$0.5M);

- a) The Own Source Revenue improves as a result of increased rates and annual charges;
- b) The Asset Renewal Ratio improves from the Original Budget due to works carried over from 2017/2018;
- c) The Infrastructure Backlog improves due to works carried over from 2017/2018;
- d) The Asset Maintenance Ratio improves due to the receipt of unbudgeted grants;
- e) The Debt Service Ratio remained unchanged; and
- f) The Real Operating Expenditure per Capita is projected to slightly increase.

Financial Implications

The matters in this report have direct financial implications. If adopted, the budget proposed will be added to the current 2018/2019 Budget.

Fit for the Future Strategy Considerations

The subject of this report does not directly align with a specific FFTF Strategy, but does impact on the overall FFTF objectives, being to attain financial sustainability and meet all FFTF benchmarks by 2020/2021.

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Conclusion

The Quarterly Budget Review Statement recommends budget adjustments that result in an overall balanced adjustment for the quarter. Variations proposed are necessary to ensure appropriate budget allocations are available to deliver Council's Adopted Operational Plan.

RECOMMENDATION:

That:

1. The information contained in the report be received.
2. The Quarterly Budget Review Statement – September 2018 be adopted.

ATTACHMENTS:

AT - 1 The Quarterly Budget Review Statement – September 2018 - *(Distributed under separate cover)*

oooO END OF REPORT Oooo

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Item: 283 **SS - Code of Conduct Complaints Statistics Report - 1 September 2017 to 31 August 2018 - (95496)**

Previous Item: 128, Ordinary (25 July 2017)

Division: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to provide Council with Code of Conduct complaint statistics for the period from 1 September 2017 to 31 August 2018.

EXECUTIVE SUMMARY:

Under Council's adopted 'Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW', the Complaints Coordinator is required to submit a report on a range of complaints statistics to the Council. These complaints statistics are also required to be provided to the NSW Office of Local Government (OLG).

This report outlines the required Code of Conduct complaints statistics for the period from 1 September 2017 to 31 August 2018 as required in accordance with the adopted 'Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW'.

RECOMMENDATION SUMMARY:

It is recommended that Council note the contents of the report.

REPORT:

Context and Background

Council, at its Ordinary meeting on 5 February 2013, gave consideration to a report regarding the review and release of the new Model Code of Conduct by the OLG.

At that meeting, Council adopted the Model Code of Conduct with some relatively minor amendments as the Council's Code of Conduct, and also adopted the 'Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW' (the Procedures) issued by the then NSW Division of Local Government, as the Council's Procedures. Both of these documents became effective on and from 1 March 2013.

Subsequently, at its Ordinary Meeting on 25 July 2017, Council considered a report in regard to amending the adopted Code to reflect amendments to the Local Government Act, 1993. Council's Code of Conduct was amended accordingly and adopted.

Under the provisions of Clause 3.12 of the Procedures, the General Manager has appointed the Director Support Services as the Complaints Coordinator.

Clause 12.1 of the Procedures states that Council's Complaints Coordinator must, within three months of the end of September each year, report on a range of complaints statistics to the Council. Clause 12.2 of the Procedures requires Council to provide the complaints statistics to the OLG. Clauses 12.1 and 12.2 of the Procedures are as follows:

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"12.1 The complaints coordinator must arrange for the following statistics to be reported to the council within 3 months of the end of September of each year:

- a) the total number of code of conduct complaints made about councillors and the general manager under the code of conduct in the year to September;*
- b) the number of code of conduct complaints referred to a conduct reviewer;*
- c) the number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage and the outcome of those complaints;*
- d) the number of code of conduct complaints investigated by a conduct reviewer;*
- e) the number of code of conduct complaints investigated by a conduct review committee;*
- f) without identifying particular matters, the outcome of code of conduct complaints investigated by a conduct reviewer or conduct review committee under these procedures;*
- g) the number of matters reviewed by the Division and, without identifying particular matters, the outcome of the reviews; and*
- h) the total cost of dealing with code of conduct complaints made about councillors and the general manager in the year to September, including staff costs.*

12.2 The council is to provide the Division with a report containing the statistics referred to in clause 12.1 within 3 months of the end of September of each year."

In accordance with Clause 12.1 of the Procedures, the following complaints statistics are provided to Council in respect of the period from 1 September 2017 to 31 August 2018:

Information Required	Reported Details
a) The total number of code of conduct complaints made about councillors and the general manager under the code of conduct in the year to September.	10 complaints
b) The number of code of conduct complaints referred to a conduct reviewer.	3 complaints
c) The number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage and the outcome of those complaints	3 complaints - The outcome of the three complaints was to take no action
d) The number of code of conduct complaints investigated by a conduct reviewer.	Nil complaints
e) The number of code of conduct complaints investigated by a conduct review committee.	Nil complaints
f) Without identifying particular matters, the outcome of code of conduct complaints investigated by a conduct reviewer or conduct review committee under these procedures.	Nil complaints
g) The number of matters reviewed by the Division and, without identifying particular matters, the outcome of the reviews.	1 complaint - No breach of the Code of Conduct identified and no further action required. (Carried over from previous reporting period).
h) The total cost of dealing with code of conduct complaints made about councillors and the general manager in the year to September, including staff costs.	Total Cost (including staff costs) = Approximately \$14,820.56 (excl. GST where relevant) Note: 7 complaints ongoing as at 31/8/2018

The OLG also requires Council to complete a Model Code of Conduct Complaints Collection Form that contains the above details and other Code of Conduct details for the period from 1 September 2017 to 31

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August 2018. A copy of Council's completed Model Code of Conduct Complaints Collection Form for the period from 1 September 2017 to 31 August 2018 is attached as Attachment 1 to this report.

The complaints statistics will also be forwarded to the OLG as required under Clause 12.2 of the Procedures.

Detailed History, including previous Council decisions

Council at its meeting on 25 July 2017 considered a report regarding an amended Code of Conduct and subsequently adopted the Code of Conduct.

Policy considerations

Under Council's adopted "Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW" a report is required to be submitted to Council on a range of Code of Conduct complaint statistics for the period 1 September to 31 August each year.

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

1.1 Local Leadership and effective governance - Provide representative, responsive and accountable governance.

1.1.1 Council's elected leaders will actively connect and collaborate with the community.

Discussion

A report is required to be submitted to Council on a range of Code of Conduct complaints statistics each year. This report contains the Code of Conduct complaint statistics for the period from 1 September 2017 to 31 August 2018.

Financial Implications

The costs associated with dealing with the Code of Conduct complaints have been provided for in the 2017/2018 and 2018/2019 Operational Plans.

Fit For The Future Strategy Considerations

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

Conclusion

Council's Code of Conduct complaints statistics for the period from 1 September 2017 to 31 August 2018 are provided for Council's information.

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RECOMMENDATION:

That the report under Clause 12.1 of the Council's Procedures for the Administration of the Code of Conduct, in respect of the Code of Conduct complaints statistics for the period from 1 September 2017 to 31 August 2018, be noted.

ATTACHMENTS:

AT - 1 Office of Local Government - Completed Model Code of Conduct Complaints Collection Form for the period from 1 September 2017 to 31 August 2018

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AT - 1 Office of Local Government - Completed Model Code of Conduct Complaints Collection
Form for the period from 1 September 2017 to 31 August 2018

Office of Local Government

**Model Code of Conduct
Complaints Statistics**

Reporting Period: 1 September 2017 - 31 August 2018

Date Due: 31 December 2018

*To assist with the compilation of the Time Series Data Publication it would be
appreciated if councils could return this survey by 30 November 2018.*

Survey return email address: codeofconduct@olg.nsw.gov.au

Council Name:	Hawkesbury City Council
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Contact Name:	
Contact Phone:	
Contact Position:	
Contact Email:	

All responses to be numeric.

Where there is a zero value, please enter 0.

Enquiries: Performance Team
Office of Local Government
Phone: (02) 4428 4100
Enquiry email: olg@olg.nsw.gov.au

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Model Code of Conduct Complaints Statistics Hawkesbury City Council		
Number of Complaints		
1 a	The total number of complaints received in the period about councillors and the General Manager (GM) under the code of conduct	10
b	The total number of complaints finalised in the period about councillors and the GM under the code of conduct	5
Overview of Complaints and Cost		
2 a	The number of complaints finalised at the outset by alternative means by the GM or Mayor	1
b	The number of complaints referred to the Office of Local Government under a special complaints management arrangement	0
c	The number of code of conduct complaints referred to a conduct reviewer	3
d	The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	3
e	The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	0
f	The number of finalised code of conduct complaints investigated by a conduct reviewer	0
g	The number of finalised code of conduct complaints investigated by a conduct review committee	0
h	The number of finalised complaints investigated where there was found to be no breach	0
i	The number of finalised complaints investigated where there was found to be a breach	0
j	The number of complaints referred by the GM or Mayor to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police	1
k	The number of complaints being investigated that are not yet finalised	7
l	The total cost of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs	14,820

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Preliminary Assessment Statistics	
<p>3 The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:</p> <p>a To take no action</p> <p>b To resolve the complaint by alternative and appropriate strategies</p> <p>c To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies</p> <p>d To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police</p> <p>e To investigate the matter</p> <p>f To recommend that the complaints coordinator convene a conduct review committee to investigate the matter</p>	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">3</div> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div>
Investigation Statistics	
<p>4 The number of investigated complaints resulting in a determination that there was no breach, in which the following recommendations were made:</p> <p>a That the council revise its policies or procedures</p> <p>b That a person or persons undertake training or other education</p>	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div>
<p>5 The number of investigated complaints resulting in a determination that there was a breach in which the following recommendations were made:</p> <p>a That the council revise any of its policies or procedures</p> <p>b That the subject person undertake any training or other education relevant to the conduct giving rise to the breach</p> <p>c That the subject person be counselled for their conduct</p> <p>d That the subject person apologise to any person or organisation affected by the breach</p> <p>e That findings of inappropriate conduct be made public</p> <p>f In the case of a breach by the GM, that action be taken under the GM's contract for the breach</p> <p>g In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993</p> <p>h In the case of a breach by a councillor, that the matter be referred to the Office for further action</p>	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div>
<p>6 Matter referred or resolved after commencement of an investigation under clause 8.20 of the Procedures</p>	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto; display: flex; align-items: center; justify-content: center;">0</div>

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Categories of misconduct	
7 The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:	
a General conduct (Part 3)	<input type="text" value="0"/>
b Conflict of interest (Part 4)	<input type="text" value="0"/>
c Personal benefit (Part 5)	<input type="text" value="0"/>
d Relationship between council officials (Part 6)	<input type="text" value="0"/>
e Access to information and resources (Part 7)	<input type="text" value="0"/>
Outcome of determinations	
8 The number of investigated complaints resulting in a determination that there was a breach in which the council failed to adopt the conduct reviewers recommendation	<input type="text" value="0"/>
9 The number of investigated complaints resulting in a determination that there was a breach in which the council's decision was overturned following a review by the Office	<input type="text" value="0"/>

oooO END OF REPORT Ooo

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Item: 284 **SS - Nomination of Native Title Managers - (95496, 96333, 79354)**

Division: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to seek approval from Council to notify the Minister for Lands and Forestry of Council's nominated Native Title Managers.

EXECUTIVE SUMMARY:

Council is required to give notice to the Minister for Lands and Forestry of the name and contact details of Council's nominated Native Title Managers. The Manager Corporate Services and Governance and the Manager Parks and Recreation both attended the one-day training required to qualify as a native title manager.

Once Council has appointed its Native Title Managers, a notice can be given to the Minister in accordance with the Crown Land Management Act, 2016.

RECOMMENDATION SUMMARY:

It is recommended that Council nominate both the Manager Corporate Services and Governance and Manager Parks and Recreation as its Native Title Managers and notify the Minister for Lands and Forestry accordingly.

REPORT:

Context and Background

The Crown Land Management Act, 2016 (CLM Act), which commenced 1 July 2018, authorises councils and other third parties to manage certain land that is dedicated or reserved as Crown Land under a streamlined model that reduces departmental oversight.

The NSW State Government is in the process of transferring this responsibility for most Crown Land to third parties, for example:

- St Albans Common – transferred to St Albans Common Trust
- Hawkesbury Racecourse – transferred to Hawkesbury Racecourse Reserve Trust
- Colo River Park – transferred to Hawkesbury City Council.

To support this process the NSW State Government is requiring councils and third parties to appoint Native Title Managers. The role of the Native Title Manager is to assess and provide advice on all Crown Land matters that have the potential to involve the:

- Granting of leases, licences, permits, forestry rights, easements or rights of way over the land,
- Mortgaging the land or allowing it to be mortgaged,
- Imposing, requiring or agreeing to covenants, conditions or other restrictions on use (or removing or releasing, or agreeing to remove or release, covenants, conditions or other restrictions on use) in connection with dealings involving the land,
- Approving (or submit for approval) a plan of management for the land that authorises or permits any of the kinds of dealings referred to in paragraph (a), (b) or (c).

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This advice does not relate to Aboriginal Land Rights or Claims. There are fundamental differences between land rights and native title. Land rights are rights created by the state or territory governments. Land rights usually comprise of a grant of freehold or perpetual lease title to Indigenous Australians.

By contrast, Native Title refers to the rights and interests in relation to land and waters held continuously by Aboriginal people under their traditional laws and customs, recognised by Australian law. Native title is not a grant or right created by governments. Further comparison information in respect Aboriginal Land Rights and Native Title is attached as Attachment 1 to this report.

In each individual case, the Native Title Manager is to ensure that the dealings with Crown Land comply with any applicable provisions of the Native Title legislation and if no adverse findings are identified, take no further action.

However, if there are Native Title considerations to take into account, the Native Title Manager will monitor the situation going forward to ensure that the relevant Acts and Regulations are given due consideration. Some training has been provided and additional training is being pursued by Council staff. Council's Native Title Managers will also seek the assistance of Council's legal advisers where necessary.

The Crown Land Management Act, 2016 contains provisions to facilitate compliance by councils with the Native Title Act, 1993 (Cth) (NT Act), and states that Council must employ or engage at least one qualified Native Title Manager. Council is also required to give notice to the Minister for Lands and Forestry of the name and contact details of Council's nominated Native Title Managers, as soon as practicable after 30 June of each year.

Both the Manager Corporate Services and Governance and the Manager Parks and Recreation attended the one-day workshop in October 2017 and are considered the most suitable persons to be appointed as Council's Native Title Managers. Accordingly, Council must now formally appoint its Native Title Managers and advise the Minister for Lands and Forestry of the appointment, in accordance with Section 8.8 of the Crown Land Management Act, 2016.

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.

Financial Implications

There are no financial implications applicable in relation to the appointment of Council's Native Title Managers.

Fit For The Future Strategy Considerations

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

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Conclusion

Council is required to give notice to the Minister for Lands and Forestry of the name and contact details of Council's nominated Native Title Managers, as soon as practicable, after 30 June of each year. It is recommended that Council nominate both the Manager Corporate Services and Governance and the Manager Parks and Recreation, as its Native Title Managers, as outlined in the report.

RECOMMENDATION:

That:

1. Council appoint both the Manager Corporate Services and Governance and the Manager Parks and Recreation, as its Native Title Managers.
2. Council give notice to the Minister for Lands and Forestry of the contact details for Council's Manager Corporate Services and Governance, being Mr Michael Wearne, and Manager Parks and Recreation, being Mr Sean Perry, as its Native Title Managers, as required under Section 8.8 of the Crown Land Management Act, 2016.

ATTACHMENTS:

AT - 1 Comparison of Aboriginal Land Rights and Native Title

ORDINARY MEETING

SECTION 3 – Reports for Determination

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AT 1 - Comparison of Aboriginal Land Rights and Native Title



Comparison of Land Rights and Native Title in NSW

In NSW there are two key mechanisms by which Aboriginal peoples can have their rights recognised in land – *Land Rights* and *Native Title*. While these systems are both about recognising and providing for Aboriginal peoples' rights, the two systems operate under two different laws and differ in the rights they can provide. Native title and land rights can sometimes exist in the same land. It is important that LALCs and Native title Claimants work together to obtain the best of both schemes.

	Land Rights	Native Title
Law	<i>Aboriginal Land Rights Act 1983</i> (NSW) ⁱ (ALRA)	<i>Native Title Act 1993</i> (Commonwealth) ⁱⁱ (NTA)
How did it begin?	The New South Wales Aboriginal Land Council (NSWALC) was originally established in 1977 as an independent Aboriginal organisation to advocate for the recognition of Aboriginal land rights. Following recommendations from the 1978-1981 'Inquiry of the NSW Select Committee of the Legislative Assembly upon Aborigines' [sic] the NSW Parliament passed the ALRA in 1983 which, among other things, provides a process for certain Crown lands to be returned to Aboriginal peoples. ⁱⁱⁱ	The <i>Mabo</i> High Court decision in 1992 was the first time that the Australian law recognised the rights and interests Aboriginal people have in land, under a traditional system of law and custom. The Commonwealth Parliament passed the NTA in 1993 which, among other things, provides a process for the determination of native title by the Federal Court of Australia (Federal Court).
Aim of the law	<p>The preamble of the ALRA recognises that "<i>Land is of spiritual, social, cultural, and economic importance</i>" to Aboriginal peoples, and that, "<i>as a result of past Government decisions the amount of land set aside for Aboriginal persons has been progressively reduced without compensation</i>".</p> <p>The ALRA was principally established to return land in NSW to Aboriginal peoples through a process of lodging claims for certain Crown lands.</p> <p>The ALRA establishes a network of democratically elected Aboriginal Land Councils across the State to acquire and manage land as an economic base for Aboriginal communities, as compensation for historic dispossession and in recognition of the ongoing disadvantage suffered by Aboriginal communities.</p> <p>In 2014, amendments to the ALRA were passed that provide for a new statutory mechanism which allows for negotiation of Aboriginal Land Agreements (ALAs). Aboriginal Land Agreements operate as an alternative option to the land</p>	<p>Native title is the legal recognition of the traditional communal, group or individual rights and interests which Aboriginal people have in land and water, where Aboriginal people have continued to exercise their rights and interests in accordance with traditional law and custom pre-dating European settlement.</p> <p>The NTA seeks to address past injustice by providing a process to recognise and protect native title in addition to providing processes to reach agreements or provide compensation.</p> <p>The NTA also provides a process to reach agreements with the government and other parties, such as farmers and miners, to have a say about acts which affect native title and to be compensated for extinguishment of native title which occurred after 1975.</p>

Land Rights and Native Title in NSW

January 2017

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	claims process set out in section 36, ALRA. These agreements are voluntary and provide a broad scope for negotiating beyond whether the land is “claimable Crown land” under section 36.	
	The ALRA also provides for the provision of Community Benefit Schemes and established a statutory account of compensatory monies to fund Aboriginal Land Council operations.	
Who can make claims?	<p>Aboriginal Land Councils constituted under the ALRA can make claims. This includes NSWALC and the network of 120 autonomous Local Aboriginal Land Councils (LALCs) in NSW.</p> <p>NSWALC is an independent, self-funded non-government organisation that has an elected governing council. NSWALC has functions to acquire and manage land and protect Aboriginal culture and heritage.</p> <p>LALCs have similar functions in respect to their boundary area.</p>	A native title claim is made on behalf of a native title claim group. The claim group is the group of Aboriginal people that claims to hold rights and interests in land and waters in accordance with traditional laws and customs. Nominated representatives, known as Applicants, are authorised by the claim group to make the application.
Is traditional connection required?	No. Traditional connection to land does not need to be established for land to be granted to Aboriginal Land Councils under the ALRA.	Yes. Native title will only be determined to exist where Aboriginal People have established to the Federal Court that they are the Traditional Owners for the particular area claimed. To be a Traditional Owner you must have maintained a continuing connection with the area through the acknowledgement and observance of traditional laws and customs and ongoing practice of rights and interests since before European settlement.
Who are the claims lodged with?	The Registrar of the ALRA.	The Federal Court.
Who are claims determined by?	The NSW Minister administering the <i>Crown Land Management Act</i> is responsible for granting or refusing an Aboriginal Land Claims or entering into an Aboriginal Land Agreement. For Aboriginal Land Claims, where the Minister is satisfied that the lands are “ <i>claimable Crown land</i> ” as defined in section 36 of the ALRA the land must be granted to an Aboriginal Land Council.	The Federal Court determines whether native title exists and whether any native title has been wholly or partially extinguished. If all the parties to a native title claim agree, they can ask the Federal Court to make a determination by consent. In that case, there does not need to be a full Court hearing.
Who holds the rights?	In most cases the land is held by one of the 120 autonomous Local Aboriginal Land Councils (LALCs) across NSW. In some cases the land is held by the New South Wales Aboriginal Land Council.	Traditional Owners who have been recognised as native title holders by the Federal Court of Australia. Native Title holders are required to form a corporation, called a Prescribed Body Corporate (PBC), to represent them as a group and to manage their native title rights and interests.

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Rights	<p>A successful determination of a land claim generally delivers freehold title to land which includes rights to certain minerals in the freehold land. This freehold can be dealt with via sale, lease, etc and the owner of the freehold land (the Aboriginal Land Council) has the same rights as other freehold owners, subject to compliance with the ALRA.</p> <p>LALCs can be granted lands that are to be managed as national parks or other form of reserve via a 'lease back' arrangement with the NSW Government, sometimes known as 'joint management'.</p> <p>Aboriginal Land Councils may also negotiate Aboriginal Land Agreements which may deal with a range of matters, including land swaps, joint management of land and compensation.</p> <p>Aboriginal Land Councils are also entitled to make agreements with other land owners or person in control of land to access land for hunting, fishing and gathering, and have rights to apply for access permits.^{iv}</p> <p>Aboriginal Land Councils also have consultation rights in relation to Aboriginal culture and heritage, and have functions to protect and promote Aboriginal culture heritage.</p>	<p>A successful native title determination provides legal recognition of the traditional rights and interests Aboriginal people have in relation to land and water. Native Title is a property right, and may include rights to:</p> <ul style="list-style-type: none"> • access and camp on an area, • visit and protect important places, • hunt, fish and gather food and bush medicine, and • in some cases, the right to possess, occupy, use and enjoy the area. <p>A native title claim can also be successfully resolved through the negotiation of an agreement, such as an Indigenous Land Use Agreement (ILUA) or a Section 31 Deed. Agreements such as these are legally binding and may include rights in relation to employment, economic development, freehold land transfer and compensation.</p> <p>Where a native title claim has not yet been determined, but has passed the registration test applied by the National Native Title Tribunal, native title parties are entitled to certain "procedural rights", including the right to be notified and to negotiate about certain activities such as mining, mineral exploration and some developments.</p>
What areas of land may be granted?	<p>Crown land that is not lawfully used or occupied, not needed or likely to be needed for residential purposes or an essential public purposes and is not the subject of a registered native title claim or determination can be granted.^v Land that is privately owned cannot be claimed or granted.</p> <p>Native title and land rights can exist in the same land.</p>	<p>Native Title can be recognised in Vacant Crown land, National Parks, State Forests, Crown reserves, some types of non-exclusive leases, land covered by permissive occupancies and licences, inland waters and the sea.</p> <p>With some minor exceptions, land that is privately owned cannot be subject to native title rights and interests because the exclusive interest in land extinguishes native title.</p>
How many claims have been successful in NSW?	<p>As at 1 December 2016, 41,986 Aboriginal Land Claims had been lodged since 1983. 30,265 of these are yet to be resolved. Approximately 2,846 land claims have been granted.</p>	<p>In NSW to date eight successful native title determinations have been made that native title exists and 11 ILUAs have been registered. A number of s31 Deeds in relation to exploration, mining and development have also been reached. There are currently 21 native title claimant applications yet to be determined in NSW.</p>
Can the land be sold or otherwise dealt with?	<p>Land rights land can generally be dealt with (ie sold, leased, subdivided etc) just like any other parcel of freehold land.</p>	<p>If a PBC has consulted with native title holders and obtained their consent, a PBC can enter agreements to surrender, affect or otherwise deal with native title rights</p>

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	Any dealing with land (ie a sale, lease, mortgage etc) by a LALC requires NSWALC approval. In some cases a dealing may also require a native title determination from the Federal Court before the land dealing can proceed.	and interests, including on commercial terms.
More information	<p><u>NSW Aboriginal Land Council</u> Phone: 02 9689 4444 (Policy and Programs Unit) Website: www.alc.org.au NSWALC has developed a series of Fact Sheets and resources available on the NSWALC website.</p> <p><u>Local Aboriginal Land Councils</u>: Visit the 'Land Councils' page of the NSWALC website to find out about your Local Aboriginal Land Council.</p> <p><u>Registrar of the ALRA</u> Phone: 02 9562 6327 Email: adminofficer@oralra.nsw.gov.au Website: www.oralra.nsw.gov.au</p>	<p><u>NTSCORP Limited</u> Phone: 02 9310 3188 Freecall: 1800 111 844 Email: ntscorp@ntscorp.com.au Website: www.ntscorp.com.au NTSCORP is the native title service provider for NSW and the ACT. NTSCORP has produced a range of Fact Sheets on native title available on their website.</p> <p><u>National Native Title Tribunal</u> Telephone: (02) 9227 4000 Freecall: 1800 640 501 Email: nswenquiries@nntt.gov.au Website: www.nntt.gov.au</p>

This document has been prepared by the New South Wales Aboriginal Land Council (NSWALC) for Local Aboriginal Land Councils (LALCs) and Aboriginal communities in NSW and provides general information only. NSWALC acknowledges the assistance of NTSCORP Limited (NTSCORP) in the development of this Fact Sheet. **Please Note:** While all care has been taken in the preparation of this document, the advice it contains should not be seen as a substitute for independent consideration of the issues and/or legal advice on this subject. This document is current as of January 2017.

ⁱ The *Aboriginal Land Rights Act 1983* (NSW) can be accessed on the NSW Legislation website at: www.legislation.nsw.gov.au under 'Browse' then 'A'.

ⁱⁱ The *Native Title Act* (Cth) can be accessed on the ComLaw website at: <http://www.comlaw.gov.au/Details/C2012C00273>

ⁱⁱⁱ The NSWALC website provides a detailed history of the land rights movement in NSW: <http://www.alc.org.au/about-nswalc/our-history.aspx>

^{iv} Sections 46 and 47 of the *Aboriginal Land Rights Act* outlines provisions to access lands for hunting, fishing and gathering.

^v Section 36 of the *Aboriginal Land Rights Act* outlines the criteria for claimable Crown land.

ordinary

section 4

reports
of committees

ORDINARY MEETING

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SECTION 4 – Reports of Committees

Item: 285 **ROC - Hawkesbury Tourism Advisory Committee Meetings - 20 April 2018 and 30 May 2018 - (1112215, 140396, 79351)**

Directorate: General Manager

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Hawkesbury Tourism Advisory Committee Meetings held on 20 April 2018 and 30 May 2018.

The minutes of the Tourism Advisory Committee meeting held on the 20 April 2018 have not been presented to Council until this meeting for the following reasons:

- Current staff vacancies
- The limited time between the two meetings
- The current complex nature of the Tourism Sector within the Hawkesbury area, with a number of projects currently underway.

The minutes of the Tourism Advisory Committee meeting held on the 30 May 2018 have not been presented to Council until this meeting for the following reasons:

- Current staff vacancies
- The current complex nature of the Tourism Sector within the Hawkesbury area, with a number of projects currently underway
- The recent release of the branding and marketing program for Hawkesbury by the Hawkesbury Visitor Economy Advisory Committee.

RECOMMENDATION SUMMARY:

20 April 2018

The matters contained within the Minutes - attached as Attachment 1 to this report of the Hawkesbury Tourism Advisory Committee, are presented for Council's information.

As they have no policy or financial implications they are presented to Council for information and noting.

30 May 2018

The matters contained within the Minutes - attached as Attachment 2 to this report of the Hawkesbury Tourism Advisory Committee, are presented for Council's information.

In relation to Item 1, as it has potential policy and/or financial implications, it requires specific consideration by Council, the details of which are discussed below.

In relation to the balance of the Minutes, as they have no policy or financial implications they are presented to Council for information and noting.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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REPORT:

Discussion

The Committee meeting held on 20 April 2018 considered staff reports on a range of matters as shown in the attached minutes (Attachment 1).

As they have no policy or financial implications they are presented to Council for information and noting.

The Committee meeting held on 30 May 2018 considered staff reports on a range of matters as shown in the attached minutes (Attachment 2).

In relation to Item 1, as it has potential policy and/or financial implications, it requires specific consideration by Council.

Item: 1 HTAC – Consideration of Potential Projects - (140396, 79351, 111215)

The Committee discussed the range of Potential projects presented for its consideration, and resolved as follows:

That:

1. *A food related event be investigated for 2019*
2. *An Expression of Interest be called for a Minor Holiday Park in 2019.*

It is appropriate for Council to consider these matters when developing its 2019/2020 Operational Plan and Budget.

RECOMMENDATION:

That:

1. The Minutes of the Hawkesbury Tourism Advisory Committee Meeting held on the 20 April 2018, be received and noted.
2. In relation to the Minutes of the Hawkesbury Tourism Advisory Committee Meeting held on the 30 May 2018:
 - a) Council consider the following initiatives when developing its 2019/2020 Operational Plan and Budget:
 - i. *The investigation of a food related event in 2019*
 - ii. *Seeking Expressions of Interest be called for a Minor Holiday Park within the LGA, potential at Macquarie Park.*
 - b) Council receive and note the balance of the Committee Minutes.

ATTACHMENTS:

AT - 1 Minutes of the Hawkesbury Tourism Advisory Committee held on 20 April 2018

AT - 2 Minutes of the Hawkesbury Tourism Advisory Committee held on 30 May 2018

ORDINARY MEETING
SECTION 4 – Reports of Committees
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AT - 1 Minutes of the Hawkesbury Tourism Advisory Committee held on 20 April 2018

The meeting commenced at 10:00am.

Present:	Councillor Emma-Jane Garrow, Hawkesbury City Council Councillor Paul Rasmussen, Hawkesbury City Council Councillor Sarah Richards, Hawkesbury City Council Ms Sophie Devine, Community Representative Ms Vanessa Hanna, Community Representative Mr Tony Jeffcott, Community Representative Mr Ian Knowd, Community Representative Mr Declan O'Conner, Community Representative
Apologies:	Mr Martin Boetz, Community Representative Ms Venecia Wilson, Community Representative Ms Mary Harris, Hawkesbury City Council
In Attendance:	Mr Albert Stafford - Stafford Consulting Mr Peter Conroy, Hawkesbury City Council Mr Andrew Kearns, Hawkesbury City Council Ms Suzanne Stuart, Hawkesbury City Council Ms Jan Readford - Minute Secretary, Hawkesbury City Council

REPORT:

RESOLVED on the motion of Mr Tony Jeffcott and seconded by Ms Sophie Devine that the apologies be accepted.

Attendance Register of Hawkesbury Tourism Advisory Committee

Member	13/11/2017	20/4/2018
Mr Martin Boetz	✓	A
Ms Sophie Devine	✓	✓
Ms Vanessa Hanna	✓	✓
Mr Tony Jeffcott	✓	✓
Mr Ian Knowd	x	✓
Mr Declan O'Connor	✓	✓
Ms Venecia Wilson	✓	A
Councillor Emma-Jane Garrow	✓	✓
Councillor Paul Rasmussen	✓	✓
Councillor Sarah Richards	✓	✓

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

Councillor Richards arrived at the conclusion of Presentation 3.

Mr Conroy left the meeting prior to the commencement of General Business.

Councillor Garrow referred to the Expressions of Interest to replace Ms Sarah Rieger and enquired if there is an update.

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Mr Conroy advised that he was waiting to see where the Treasurer's meeting was going. We now have a direction and can go ahead with the replacement. Mr Conroy will call for Expressions of Interest, and in addition, will approach particular groups.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Mr Tony Jeffcott and seconded by Ms Sophie Devine that the Minutes of the Hawkesbury Tourism Advisory Committee held on the 13 November 2017, be confirmed.

SECTION 2 - Presentations

Presentation 1: Place Partners Survey
Presenter: Andrew Kearns
Manager Strategic Planning, Hawkesbury Council

Mr Andrew Kearns advised that:

Council undertook the Placescore process in order to

- Understand what the community cares most about and values in our town centres in order to prioritise future investment
- Place score is a place experience tool that helps guide and measure more effective investment in urban environments
- Place score process has two data collections tools
 - Firstly, the care factor captures what the Hawkesbury community really values in terms of our various town centres
 - Secondly the place assessments measure the community's lived experience
 - Combined they give us the data driven directions for prioritising investment

The results of the Placescore process are contained within the Community Insights Report available on Council's website, which includes the Top 10 of the Care Factors.

In terms of the Open Question regarding participants' big or small idea to change our town centres, there were four key themes that came through the responses, which included:

1. Economic development - support and grow businesses/ more diverse businesses/ lower rents/ business attraction
 2. More street tree planting, planters, urban agriculture, community gardens
 3. Heritage tourism and nature tourism - protect, build on and celebrate
 4. Alternate transport modes - dedicated and shaded walking and cycling paths that connect places
- Mr Kearns also advised that Council is keen to move forward with its Plans and that the presentation will also be given to other Committees.
 - Mr Conroy noted that at the time Mr Stafford prepared his report, to be discussed later in this meeting, the information contained in the Place Partners Survey was not available. The Survey highlights the things that we can do to increase tourism. We now need set out a process and start doing things. Council also hopes to be able source other funds in the future to activate vacant shop fronts, similar to what Newcastle did.
 - Mr Conroy advised that the survey results will be reported to Council.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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Presentation 2: Town Centres
Presenter: Andrew Kearns
Manager Strategic Planning, Hawkesbury Council

Mr Andrew Kearns gave a presentation which highlighted the various components of town centre revitalisation, Council's governance around revitalisation and the aims/goals of the revitalisation processes.

The presentation also highlighted the next steps in the revitalisation process, including:

- Communicate the Place Score Town Centres Survey results to internal and external stakeholders
- Work with our Town Centres Project Group to turn results into actions with input from Heritage & Tourism Committees
- Testing of Town Centre Revitalisation concepts based on results
- Commence town centres strategy/master planning processes
- Implementation of strategy/masterplans

Presentation 3: Regional Strategic Alliance Committee Update
Presenter: Justine Sinclair
Regional Tourism Marketing & Project Lead -
Regional Strategic Alliance (RSA)

Ms Justine Sinclair provided an overview of the Regional Strategic Alliance (RSA) between Blue Mountains, Hawkesbury and Penrith City Councils and its Visitor Economy Plan. This included its relationship with State and Federal Governments, and the local electorate (Dominic Perrottet MP), and its advocacy with Destination NSW. Ms Sinclair advised that through a collective approach the RSA is better able to optimise available opportunities.

The Committee received an overview of the RSA's Year 1 initiatives and what is needed for each of the three Councils to work together on these. This includes the work already regarding City Deals and working with the Sparrowly Group.

Presentation 4: Council Events Program
Presenter: Suzanne Stuart
Manager Corporate Communication, Hawkesbury Council

Ms Suzanne Stuart provided an overview of Council's Events Program and information regarding future events planned by Council.

- Ms Devine praised the efforts of Council for the Australia Day event held this year.
- Mr Knowd enquired in terms of tourism exposure what is the Hawkesbury achieving from the Hawkesbury Show. Ms Stuart advised that Visitors Information Centre staff were not available to attend this year, Council will showcase the Hawkesbury and Council in its Council tent. Staff were trained to talk about the Hawkesbury and Hawkesbury Council. Councillor Rasmussen indicated that there is usually around 64,000 people who come to the Show, so it's a good opportunity for us to highlight to the community.
- Ms Stuart advised that Council sources information from the Visitor Information Centre each Friday to place on its Facebook.
- Ms Sinclair noted that the Hawkesbury's Show, Penrith's ballet, and the Blue Mountains gardens, are three things that are drawing people to the region.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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SECTION 3 - Reports for Determination

Item: 1 HTAC - Western Sydney City Deal Update - (140396, 79351, 111215)

DISCUSSION:

- Mr Conroy advised there is a lot of work to do and the Committee will receive a report on a regular basis.

RECOMMENDATION TO COMMITTEE:

That the information be noted.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Mr O'Connor.

That the information be received and noted.

Item: 2 HTAC - Greater Sydney Commission - Western District Plan Update - (140396, 79351, 111215)

DISCUSSION:

- Mr Conroy advised the Greater Sydney Commission – Western District Plan has been adopted. There is a lot of potential in there for tourism and we are starting to align Council activities with the District Plan.

RECOMMENDATION TO COMMITTEE:

That the report be received and noted.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Hanna, seconded by Councillor Rasmussen.

That the report be received and noted.

Item: 3 HTAC - Hawkesbury Visitor Economy Advisory Committee (HVEAC) - (111215, 140396, 79351)

DISCUSSION:

- Mr Conroy advised that Ms Giovanna Lever of the Sparrowly Group will give a presentation to the Committee at the next meeting.

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- Mr Conroy referred to PowerPoint presentation provided by the Sparrowly Group, in particular the slide appearing at the bottom of Page 35, showing statistics sourced from the Australian Tourism Data Warehouse (ATDW). It appears there are a number of businesses in the Hawkesbury involved in tourism. There are 90 businesses in the Food and Beverage industry, however only 17% were listed on ATDW. So, some of the people running Tourism activities and not using the resources available to them.
- Mr Conroy noted that it will be an interesting presentation.

RECOMMENDATION TO COMMITTEE:

That the information be received and noted.

COMMITTEE RECOMMENDATION:

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

That the report be received and noted.

Item: 4 HTAC - Potential Initiatives - Hawkesbury Tourism Strategy - for discussion - (140396, 79351, 111215)

DISCUSSION:

Mr Stafford noted that there have been a number of opportunities identified and acknowledged the focus of the Regional Strategic Alliance and the Sparrowly Group.

Mr Stafford referred to the four options he was asked to investigate and advised:

- **Riverside**
 - The Hawkesbury River is an asset.
 - Western Sydney is under represented with caravan parks – 8 hectares would be required. Appropriate and available sites need to be sourced.
 - A co-op arrangement is needed.
 - The biggest problem for caravan parks is flooding. Chalets are the good option.
 - Need to consider also who else is looking at this. In the last 15 years Penrith City Council has been talking about it, in terms of the Penrith Lakes.
- **Horror Experience**
 - The Hawkesbury has great heritage houses.
 - Consider combining heritage with ghost experiences similar to South Australia where a dis-used mental facility is being used for a highly successful experience, where actors provide a live experience. The Hawkesbury has had ghost tours. Heritage people are not looking to see things indoors – you need interactive. Wollondilly Council is also looking at this concept.
 - New Zealand receives over 85,000 visitors per year to similar operations.
 - The Richmond Theatre could be an opportunity.
- **Food**
 - The Hawkesbury is accessible and is the food belt for Sydney. We have natural opportunities
 - Ms Sinclair advised this is being looked at for the three councils.

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- **Walking Overnight**
 - The Hawkesbury does not have this experience. Other places like Tasmania and Western Australia are already doing it successfully.
 - The elements required for a walk way, a lodge at the half-way point, be located adjacent to a National Park. The international market and city market is starving for it. People really want to do it. Accommodation is required on site - some stay in tents, some need to in-house accommodate.
- Mr Conroy advised that the Hawkesbury has some sites that could be considered. People will have the opportunity to walk and camp overnight.
- Mr Stafford advised the Committee needs to focus on one by choosing the highest priority. A food festival would be a good starting point. Interest needs to be generated and Council could look at the Lockyer Valley experience.
 - Councillor Garrow enquired if the funds were available to do this. Mr Conroy advised the funds would need to be sourced.
 - Mr Conroy suggested we do the food, then go back to the overnight walk to food.
- Mr Knowd noted that the Central Coast did a Harbour Festival which was successful. Mr Stafford advised that Wollondilly has ducks and Camden market is really good and has all the local farmers participating.
- Councillor Richards however suggested that we revert to revitalising the river.
 - Councillor Garrow advised that larger boats cannot get up the river.
 - Mr Stafford advised that rest parks are required outside Sydney.
- Mr Conroy advised that the issue is that many of our areas go under water and that Council has done a business case considering the challenges with flood, sewerage, location and available parking space.
 - Mr O'Connor suggested that caravan parks be required to have mobile facilities/ vehicles.
 - Mr Conroy advised that visitors need to be aware the river can go up 6 stories high.
- Mr O'Connor – suggested a photograph taken from Kurrajong of a caravan with the Sydney basin beyond it, would be a promotional winner for the Hawkesbury.
- Mr O'Connor suggested that land opportunities for caravan parks be considered in three locations – on a hill (views), near water and near shops (easy access), that would align.
- Mr Conroy advised that council will look at the opportunities for each of the suggestions and come back to the Committee.

RECOMMENDATION TO COMMITTEE:

That the information be received and noted.

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COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Mr O'Connor.

That the information be received and noted.

SECTION 4 - General Business

- **Code of Conduct**

Councillor Richards referred to the Code of Conduct and advised there have been issues relating to online breaches. This is being brought to the attention of the Committee to serve as a timely reminder.

- Mr Knowd enquired if the people in question have been spoken to about the breaches. Councillor Richards advised that she understands the people involved have been contacted in regard to the matter.

Councillor Garrow reminded the Committee that the matters raised and discussed at this meeting are to remain confidential within the Committee.

- **Regional Growth Fund**

Mr Stafford advised that the Federal Government has recently announced the release of a \$272 million Regional Growth Funding. Applications are being called for regional projects. This is matched funding. The Committee may wish to look at this opportunity.

Councillor Garrow indicated that the Committee should consider doing something.

- **Next Meeting**

Councillor Richards suggested that the next meeting be brought forward to meet in one month's time.

The meeting terminated at 12:15pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

AT - 2 Minutes of the Hawkesbury Tourism Advisory Committee - 30 May 2018

The meeting commenced at 10:30 am.

Present:	Councillor Emma-Jane Garrow, Hawkesbury City Council Councillor Paul Rasmussen, Hawkesbury City Council Councillor Sarah Richards, Hawkesbury City Council Ms Sophie Devine, Community Representative Mr Tony Jeffcott, Community Representative Mr Ian Knowd, Community Representative
Apologies:	Mr Martin Boetz, Community Representative Ms Vanessa Hanna, Community Representative Mr Declan O'Conner, Community Representative Ms Venecia Wilson, Community Representative Ms Mary Harris, Hawkesbury City Council
In Attendance:	Mr Albert Stafford - Stafford Consulting Mr Peter Conroy, Hawkesbury City Council Ms Suzanne Stuart, Hawkesbury City Council Ms Jodie Tillinghast - Minute Secretary, Hawkesbury City Council

REPORT:

RESOLVED on the motion of Cr Paul Rasmussen and seconded by Mr Tony Jeffcott that the apologies be accepted.

Attendance Register of Hawkesbury Tourism Advisory Committee

Member	13/11/2017	20/4/2018	30/5/18
Mr Martin Boetz	✓	A	A
Ms Sophie Devine	✓	✓	✓
Ms Vanessa Hanna	✓	✓	A
Mr Tony Jeffcott	✓	✓	✓
Mr Ian Knowd	x	✓	✓
Mr Declan O'Connor	✓	✓	A
Ms Venecia Wilson	✓	A	A
Councillor Emma-Jane Garrow	✓	✓	✓
Councillor Paul Rasmussen	✓	✓	✓
Councillor Sarah Richards	✓	✓	✓

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

Councillor Garrow referred to the Expressions of Interest to replace Ms Sarah Rieger and enquired if there is an update.

Mr Conroy advised that he was waiting to see the final direction of the Treasurer's Hawkesbury Visitor Economy Advisory Committee. Once this has been confirmed we will be in a position to call for Expressions of Interest. In doing so, will approach particular groups with skills and experience relevant to that direction.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

CONFIRMATION OF MINUTES

RESOLVED on the motion of Cr Paul Rasmussen and seconded by Mr Tony Jeffcott that the Minutes of the Hawkesbury Tourism Advisory Committee held on the 20 April 2018, be confirmed.

SECTION 2 – Presentations

Presentation 1 Hawkesbury Visitor Economy Advisory Committee

Presenter: Ms Giovanna Lever - Sparrowly Group

Ms Lever outlined the work of the Hawkesbury Visitor Economy Advisory Committee to date, in particular:

- Developing a catalogue of high resolution images and footage from across the Hawkesbury study area to be available for use in future marketing and related Tourism activities.
- The Existing assets of the Hawkesbury Study Area.
- The public's perception of Hawkesbury – ranging from Brooklyn to Windsor
- The engagement of a public relations firm, potentially a locally based firm

An invite was extended to Ms Lever to attend all future meetings of the Hawkesbury Tourism Advisory Committee.

Presentation 2 Council Events Program

Presenter: Ms Suzanne Stuart - Manager Corporate Communication, Hawkesbury City Council

Ms Stuart provided a further update in relation to Council's Events program and information regarding future events planned by Council, in particular:

- Recent Council Report
- 2 Types of event programs being developed by Council
 - Program 1 – to be Community based, primarily for the benefit of local residents
 - Program 2 – to be for visitors aimed at attracting tourists.
- Council is also considering the role of events over time as a means of supporting local business, local traders and local producers.
- Local events can be linked to promoting Hawkesbury's assets (townships and the River etc.) and building connections within the community.
- Copies of the Events Strategy are publicly available on Council's Web site.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

SECTION 3 - Reports for Determination

Item: 1 HTAC – Consideration of Potential Projects - (140396, 79351, 111215)

The previous meeting of the Committee noted that a number of opportunities were available to Council to pursue as potential Tourism Opportunities, in particular:

- **Riverside**
 - The Hawkesbury River is an asset.
 - Western Sydney is under represented with caravan
 - The biggest problem for caravan parks is flooding.
 - Chalets are also an option.
 - Need to consider also who else is looking at this.
- **Horror Experience**
 - The Hawkesbury has great heritage houses and history.
 - Consider combining heritage with ghost experiences similar to South Australia.
 - Heritage people are not looking to see things indoors – you need interactive.
 - New Zealand receives over 85,000 visitors per year to similar operations.
 - The Richmond Theatre could be an opportunity.
- **Food**
 - The Hawkesbury is accessible and is the food belt for Sydney. We have natural opportunities
- **Walking Overnight**
 - The Hawkesbury does not have this experience.
 - Tasmania and Western Australia are already doing it successfully.
 - Requires a walk way, a lodge at the half-way point, located adjacent to a National Park.

At the conclusion of the last meeting it was noted that the Federal Government has recently announced the release of a \$272 million Regional Growth Funding. As a result it was suggested that the next meeting be brought forward.

In response Council staff prepared a Project Assessment Template and assessed seven potential projects in accordance with the template. The projects comprised:

- Food Event
 - Food Event – semi Permanent – Pop Up
 - Holiday Park – Minor
 - Holiday park – Major
 - Horror Tours
 - Walking Trails and Overnight camping
 - Riverside Marina
-

DISCUSSION:

The Committee noted that whilst some options would require further more details work and development – including a Business case, other options had the potential to be pursued almost immediately.

Matters considered included:

- Riverside marina will require more detailed work and a Business case
- Some events would benefit

ORDINARY MEETING
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The wider community and a Social Impact Assessment could assist.
Some events were likely to be seasonal, for example:

- Apples : March – April
- Apple Week
- Orange Blossom – September
- Pecans and oranges – Winter
- Stone fruit – Summer

Preferred options for more immediate attention included:

- Food related event – 2019
- Expressions of Interest for Holiday Park(Minor) - 2019

RECOMMENDATION TO COMMITTEE:

That the information be noted.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Cr Sarah Richards.

That:

1. A food related event be investigated for 2019
2. An Expression of Interest be called for a Minor Holiday Park in 2019.

SECTION 4 - General Business

• **Code of Conduct**

Mr Conroy highlighted the “marked up” copy of the Code of Conduct that had been circulated to Committee Members. The key elements of the document that relate to Committee members include”

- The Mayor is the designated Council Spokesperson, no-one else can speak on behalf of Council without the approval of the mayor
- As a Committee member you are bound by the Code of Conduct and you should see yourself as a Council representative within the wider Community.
- The need for Committee members to have regard for their role on the Committee and not de-valuing the role of the Committee or Council through their actions.
- If you have any questions, please call Mr Conroy.

The meeting terminated at 12:51pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

Item: 286 ROC - Hawkesbury Access and Inclusion Advisory Committee - 28 June 2018 - (95496, 96328, 124569)

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Hawkesbury Access and Inclusion Advisory Committee, held on 28 June 2018.

These minutes have not been presented to Council prior to this meeting, as they have been held over following the postponement of the subsequent Hawkesbury Access and Inclusion Advisory Committee meeting scheduled in August 2018, until its next meeting in late October 2018.

RECOMMENDATION SUMMARY:

The matters contained within the Minutes attached as Attachment 1 to this report of the Hawkesbury Access and Inclusion Advisory Committee have no policy or financial implications to Council.

It is recommended that the Minutes be received and noted by Council.

RECOMMENDATION:

That the Minutes of the Hawkesbury Access and Inclusion Advisory Committee Meeting held on 28 June 2018, as attached in Attachment 1 to this report, be received and noted.

ATTACHMENTS:

AT - 1 Minutes - Hawkesbury Access and Inclusion Advisory Committee - 28 June 2018

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

AT - 1 Minutes - Hawkesbury Access and Inclusion Advisory Committee - 28 June 2018

The meeting commenced at 5pm.

Present: Councillor John Ross, (Chair) Hawkesbury City Council
 Ms Kirsty Carpenter, Community Representative
 Mr Desmond Crane, Community Representative
 Mr David Gearin, (Deputy Chair) Community Representative
 Ms Melanie Oxenham, Community Representative
 Ms Jennifer Moses, Community Representative
 Ms Terri Mottram, Community Representative

Apologies: Councillor Barry Calvert, (Chair) Hawkesbury City Council
 M Jessica Brunskill, Community Representative
 Mr Joseph Litwin, Hawkesbury City Council

In Attendance: Ms Meagan Ang, Hawkesbury City Council
 Ms Jan Readford - Minute Secretary, Hawkesbury City Council

REPORT:

RESOLVED on the motion of Ms Kirsty Carpenter and seconded by Mr Desmond Crane that the apologies be accepted.

Attendance Register of Hawkesbury Access and Inclusion Advisory Committee

Member	26/10/2017	23/11/2017	8/03/2018	28/06/2018
Councillor Barry Calvert	✓	A	✓	A
Councillor John Ross	✓	✓	✓	✓
Mr David Briggs	A	X	A	Resigned
Ms Jessica Brunskill	✓	✓	A	A
Ms Kirsty Carpenter	✓	✓	✓	✓
Mr Desmond Crane	A	✓	✓	✓
Mr David Gearin	✓	✓	A	✓
Ms Melanie Oxenham	A	✓	A	✓
Ms Jennifer Moses	✓	✓	✓	✓
Mr Terri Mottram	✓	✓	✓	✓
Ms Karen Kobier	Resigned	N/A	N/A	N/A

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

Ms Ang advised that Mr David Briggs has tendered his resignation from the Committee advising that he is no longer able to attend Committee meetings due to the clash with working hours.

In the absence of Councillor Barry Calvert, Mr David Gearin, in his capacity as Deputy Chair, chaired the Hawkesbury Access and Inclusion Advisory Committee meeting.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Ms Terri Mottram and seconded by Ms Kirsty Carpenter that the Minutes of the Hawkesbury Access and Inclusion Advisory Committee held on the 8 March 2018, be confirmed.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

SECTION 3 - Reports for Determination

Item: 1 HAIAC - Capital Works Program 2018/2019 - (124569, 96328)

Directorate: Support Services

RECOMMENDATION SUMMARY:

That the Committee review the Capital Works Program 2018/2019 and invite relevant Council Manager/s to a meeting to present full details of adopted Works to which the Committee can provide expertise and advice with consideration to access and inclusion.

DISCUSSION:

- Ms Ang advised that the Committee is invited to have input into the Capital Works Program for 2018/2019. Council will apply all the building codes, but sometimes they are factors outside that process and this is where it's important for the Committee to comment.
- Building Services have budgeted in 2018/2019 to upgrade Macquarie Park, North Richmond Community Centre (part of the Planning Agreement with Redbank), and Governor Phillip Park. Council's Building and Associated Services Manager, Lachlan McClure, will be invited to the next meeting to present those Plans.
- Ms Moses referred to Item 4685 (Ham Common Park Furniture, Picnic Shelter and other renewal) and enquired if a place can be found where we can make sure that a wheelchair can fit under the table. Ms Ang advised that Council's Parks Projects Officer, Mr Craig Johnson will be invited to the next meeting to discuss this and any other matters raised by the Committee.
- Ms Oxenham expressed interest in the items that are not covered by a code, noting that the list is so extensive.
- Mr Gearin enquired what the Windsor Mall Picnic Tables Program. The pavers are an access issue. The Committee are asked to make comments before the project commences. Council does not want to undertake work that will create another issue. Mr Gearin enquired if the work will address the pavers. Ms Ang advised that the manager of this section will discuss this with the Committee.
- Ms Carpenter enquired if the acquisition of the cemetery database at a cost of \$25,000 was necessary. Ms Ang advised that she will source the information from the IT Manager and advise outcome at the next meeting.
- Mr Gearin referred to footpaths and advised he knew that some were being replaced because they are too high e.g. Macquarie Street. Ms Ang referred to the footpath on Macquarie Street, on the corner of Argyle Street or perhaps Drummond Street, and advised there are amenities underground. Ms Ang will refer this to Council's Construction and Maintenance Manager, Mr Richard Vaby, as there are a number of work plans, new legislation, and there are historical issues to need to be addressed.
- Ms Oxenham advised that she always likes to hear what the library is planning, referring to the list of items included in the Capital Works Plan. Ms Ang will invite the Manager Cultural Services, Ms Keri Whiteley to the next Committee meeting to discuss these items.
- Ms Carpenter advised she was shocked how expensive things are.

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- Ms Oxenham agreed and indicated that the whole budget for capital works is huge.
- Ms Carpenter enquired why the other side of Macquarie/Drummond Street is not being done. Ms Ang advised that the Pedestrian Accessibility Plan notes where the footpaths are and the consultant advised which footpaths are required. It doesn't mean, however, that there is no capacity to change that. Sometimes there is a capacity to construct paths outside of the Plan which plans works 20 years in advance.
- Mr Crane enquired if Kable Street was on a 20 year plan. Ms Ang advised that Council is in negotiation with the property owner because they own the lane. Mr Vaby has advised there are two designs being considered and is negotiation with the owner. Mr Vaby has been invited to the next Committee meeting.

RECOMMENDATION TO COMMITTEE:

That the Committee:

1. Review the attached Capital Works Program 2018/2019
2. Invite relevant Council Manager/s to a meeting to provide advice and present full details of adopted Works to which the Committee can provide expertise and oversight with consideration to access and inclusion

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Desmond Crane, seconded by Ms Melanie Oxenham.

That the Committee:

1. Review the attached Capital Works Program 2018/2019.
2. Invite relevant Council Manager/s to a meeting to provide advice and present full details of adopted Works to which the Committee can provide expertise and oversight with consideration to access and inclusion.

Item: 2 HAIAC - Inclusive Playgrounds - (124569, 96328)

Directorate: Support Services

RECOMMENDATION SUMMARY:

That the Committee set an audit schedule to review the accessibility of Council's playgrounds and parks.

DISCUSSION:

- Ms Ang advised it is not clear as yet how the funding will be allocated in terms of making the parks and playgrounds accessible. The main purpose for the audit is for the Committee to look at the access in terms of footpaths etc. and not from maintenance.
- Mr Gearin referred to the distance to the park and/or playground from the car park, and the difficulty for a wheelchair to get from the carpark along a track to reach it.

ORDINARY MEETING
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- Mr Gearin declared an interest because of his association with Lowland Sports in the Hawkesbury, noting the issues they experience with access and lack of funds to address these works.
- Mr Gearin enquired if the majority of the playgrounds and parks would need to be updated to the new design standards. Ms Ang advised she was not aware if there would be sufficient funding for all the parks. The Committee will need to assess what we have, and set out priorities. Ms Ang will invite the Parks Projects Officer, Mr Craig Johnson to attend the next meeting to advise the Committee what are the key areas. Council will advise the State Government where the priorities are for the accessible and the parks.
- Ms Ang advised that once Council receives the new design Guidelines, the Committee will have more information to review and provide a list of what has been noticed.
- Ms Oxenham indicated that her general feeling is that most of these parks are not particularly accessible, there is not a lot of equipment. However, if you are talking about general access, then that's a starting point.
- Ms Moses suggested that priority be given to parks where there are people using them. Mr Crane agreed that the money should not be wasted if people are not using the park, such as those located between houses in some areas. Mr Gearin suggested that the parks not being used may indicate there is a problem, however, Mr Crane advised the Committee needs to decide what is important and that he would not want to see a park closed.
- Ms Oxenham enquired about the time frame for the audits and when funding is available, noting that the Guidelines are expected at the end of the year.
- Ms Ang advised there has been a series of media releases indicating that the funds are to be made available to Council. However, given the timeline now before receiving the Guidelines, we should wait before auditing the playgrounds. Mr Gearin agreed that the Committee should wait for the Guidelines.
- Ms Ang indicated that the State Government may not provide funding for all playgrounds. There will be something in the Guidelines. They may look at catchment areas i.e. within 1 km radius.
- Ms Mottram referred to Bell Park where there is only seats, and no tables.
- Councillor Ross referred to Memorial Park, Kurrajong on Page 36 and advised that the address should show it as Old Bells Line of Road.
- Ms Ang advised that the Parks Projects Officer, Mr Craig Johnson, will be invited to attend the next Committee meeting to provide answers to the Committee's questions.

RECOMMENDATION TO COMMITTEE:

That:

1. The information be received
2. The Committee set a schedule for the audit of Council's playgrounds and parks

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Melanie Oxenham, seconded by Mr David Gearin.

That:

1. The information be received
2. The Committee receive the Guidelines for Accessible Play Spaces once finalised, then set an audit schedule for the audit of Council's playgrounds and parks.

Item: 3 HAIAC - Master Locksmiths Access Key (MLAK) System - (124569, 96328)

Previous Item: 1, HAIAC (26 November 2015)

Directorate: Support Services

RECOMMENDATION SUMMARY:

That the Committee consider the information relating to the MLAK system and its practical application in varied council areas.

DISCUSSION:

- Ms Ang advised that Council has investigated the implementation of the MLAK system in the Hawkesbury, and as part of that process, and has talked to other councils. Some councils use the system, others not, and some have the view that implementing it creates access barrier, particularly for tourists.
- In response to the request of the Committee, Council has already extended the opening hours of key toilets. Following the refurbishment of existing toilets over the last three years, Council has found that feedback from the community indicates people are pleased with the increased accessibility. However, feedback mostly relates to cleanliness of toilets.
- Ms Ang indicated that accessibility of the toilets would become an issue if the MLAK System were to be introduced, as it would render the toilets unusable to other users.
- Mr Gearin advised that Penrith City Council used the MLAK system in the past, however, moved away from it. Ms Mottram advised that to gain access to accessible toilets in Penrith, you have to call Penrith City Council and they send someone out to you.
- Ms Mottram advised she travels to Parramatta each week and finds that the disabled toilets on railway stations are being used by everyone, which has resulted in limited access. Ms Mottram has written to the Department of Transport about this problem.
- Ms Ang referred to previous discussions on vandalism and Council's decision to extend the opening hours of the facilities. Mr Lachlan McClure, Council's Building and Associated Services Manager attended a Committee meeting and advised that the costs were high and that the doorframes are also an issue.
- Ms Ang advised it is also about monitoring vandalism, cleanliness etc. Mr Crane has been taking a lot of groups to use these facilities, and it has not been an issue as far as we know.

ORDINARY MEETING
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- Mr Crane advised that the extension of the opening hours to 9pm is sufficient. It was good to use the park at Richmond. Mr Crane has found there is a toilet in the Mall and is able to use the MLAK key.
- Mr Crane enquired if there is a book available showing all the disabled toilets in the Hawkesbury. Ms Ang advised there is an App available and Council also keeps a current register, however does not produce a handout. Mr Gearin enquired if there was an outlet in the Hawkesbury for anyone travelling through the area to obtain the information. Ms Ang indicated that Council would be able to provide the information and will check if the Visitors Information Centre has the information readily available and advise the Committee.
- Councillor Ross enquired if the Committee required any more information from staff regarding vandalism. Mr Crane advised that the staff have been monitoring the toilet in Richmond since the hours were extended. Councillor Ross enquired if the result of that assessment would be useful to the Committee. Mr Crane agreed that feedback would be appreciated.
- Councillor Ross advised that McDonalds at South Windsor is open 24 hours with an accessible toilet. Mr Crane advised there is another one in Kable Street with 24 hours access.
- Councillor Ross referred to availability of accessible toilets in Colo and enquired if they are listed. Ms Ang advised that the area is a reserve and therefore an open space. Ms Ang is not aware if any in the area are listed. The Upper Colo Reserve is listed under playgrounds and parks. Mr Crane advised that it is also listed under Parks and Wildlife.

RECOMMENDATION TO COMMITTEE:

That the report regarding the MLAK system be received and noted.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Desmond Crane, seconded by Mr David Gearin.

That the report regarding the MLAK system be received and noted.

Item: 4 HAIAC - Access and Inclusion Advisory Committee Audits - (124569, 96328)

Directorate: Support Services

DISCUSSION:

Ms Ang advised that there is nothing to discuss at this meeting, however advised there will be a report to the next meeting.

RECOMMENDATION TO COMMITTEE:

That the information be received and noted.

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COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Desmond Crane, seconded by Mr David Gearin.

That the information be received and noted.

Item: 5 HAIAC - Nepean Jobs for All Project Update - (124569, 96328)

Directorate: Support Services

DISCUSSION:

- Ms Ang advised that the Nepean Jobs for All Project will be completed in August 2018.
- Ms Ang advised the Project ran one breakfast in the Hawkesbury, it was well run, with a good facilitator, and was well received. There was only a small number of actions, however, did result in a number of opportunities for people. Overall, it was a good opportunity and will assist business.
- Ms Ang advised that as part of the Project, Penrith City Council developed a series of resources around employing people with a disability which will be available on its website. Ms Ang has also been contacted by Penrith City Council regarding a future business breakfast and have requested assistance. There may be additional activities. Ms Ang will report back to the next committee meeting.

Ms Carpenter advised she has been requested by the University of Sydney to be involved and provide feedback.

- Ms Ang indicated that the information developed by the Project will be made available on Council's website. Ms Ang will update the Committee at the next meeting.

RECOMMENDATION TO COMMITTEE:

That the information be received and noted.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Kirsty Carpenter, seconded by Ms Jennifer Moses.

That the information be received and noted.

SECTION 4 - General Business

• **Peppercorn Services – Bus Parking**

Ms Mottram referred to the length of time the bus is parked outside Peppercorn Services.

Ms Ang advised she is aware, that in her position on the Board of Peppercorn Services, that the only time the bus is standing there is when clients are arriving or leaving, and is only there for the few minutes it takes for this process. The bus has a separate and specific parking space. The bus is only used by Bridges Disability Services. Day Care is no longer operating from Peppercorn Place so this

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will reduce busses parking in this space. Ms Ang indicated an officer within Peppercorn Services will monitor the parking.

- **Windsor Library**

Ms Mottram enquired when the next audit of Windsor Library will be conducted.

Ms Ang advised that the Manager Cultural Services is currently away, however will advise Ms Mottram as soon as the audit has been arranged.

- **Dementia Awareness Week**

Ms Moses advised that Dementia Awareness Week is being held in September 2018 and will provide more details to Ms Ang.

Ms Ang indicated that she will then provide the information to the related groups.

- **Pathway adjacent to Peppercorn Services**

Councillor Ross referred to an aluminium strip that has been placed across the pathway adjacent to Peppercorn Services and the old Hospital. The aluminium strip appears to form a slight ramp onto the pathway. Councillor Ross enquired if this is something, as simple as it is, that can be implemented on Kable Street? Mr Vaby will address this at the next meeting.

- **Richmond Library**

Mr Crane advised that it is currently necessary to enter Richmond Library by walking on the road.

Ms Ang advised that Council is considering installing a pathway around the tree adjacent to the entry. Council's Construction and Maintenance Manager, Mr Vaby will be able to provide more information at the next meeting.

- **Tiningi Community Centre**

Ms Mottram advised that people are concerned that Council wants to sell Tiningi Community Centre. It has a good building and facility and is used every day. The Australian Foundation for Disabilities use the facility regularly and are very concerned, particularly as they do not want to be forced to move to another facility such as Bligh Park Community Centre, where it is difficult to get people through the doorway.

Councillor Ross thanked Ms Mottram and advised that this is useful information.

The meeting terminated at 6.42pm.

Submitted to and confirmed at the meeting of the Hawkesbury Access and Inclusion Advisory Committee held on Thursday, 23 August 2018.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

Item: 287 **ROC - Floodplain Risk Management Advisory Committee - 25 October 2018 - (86589, 124414)**

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Floodplain Risk Management Advisory Committee, held on 25 October 2018.

RECOMMENDATION SUMMARY:

Item 3 and item a) in General Business contained within the Minutes of 25 October Meeting has policy or financial implications to Council, and as such requires specific consideration by Council.

All other matters have no policy or financial implications for Council, and are presented for information only.

REPORT:

Discussion

The Committee considered a staff report as shown in the attached minutes (Attachment 1). The following item is of particular note to Council:

Item: 3 FRMAC - Update on the Implementation of Item 4 - Town Planning of the Hawkesbury Floodplain Risk Management Plan 2012

The purpose of the Report was to provide an update to the Floodplain Risk Management Advisory Committee, of the progress on the implementation of Item 4 of the Hawkesbury Floodplain Risk Management Plan 2012 (*Town Planning Section* of the Hawkesbury Floodplain Risk Management Plan).

A report on the Implementation of Item 4 - *Town Planning Section* of the Hawkesbury Floodplain Risk Management Plan 2012 was presented to the Floodplain Risk Management Advisory Committee meeting of 31 August 2017 to outline the approach that was to be recommended to Council to implement the Actions contained within Item 4 - *Town Planning Section* of the Hawkesbury Floodplain Risk Management Plan.

A further report to provide an update on the Implementation of Item 4 - *Town Planning Section* of the Hawkesbury Floodplain Risk Management Plan 2012 was presented to the Floodplain Risk Management Advisory Committee meeting of 19 April 2018.

The mapped flood information provided by Infrastructure NSW represents Hawkesbury-Nepean mainstream regional flooding including backwater effects; not local catchment flooding, nor overland flow paths. It therefore does not include flood mapping for the tributaries of the Hawkesbury River, such as the Macdonald River, the Colo River, Webbs Creek and other minor tributaries.

Once the new Regional Flood Study is released, a report will be presented to the Committee and subsequently Council to consider whether this flood mapping be adopted for planning purposes. The Infrastructure NSW Regional Flood Study will be the most up-to-date flood information for the Hawkesbury-Nepean River system.

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As a result, given the Interim Flood Policy covers the whole Hawkesbury Local Government Area, any amendment will also need to provide controls to address flood risk management for areas outside of the influence of the Hawkesbury River.

Council Officers have been in discussions with representatives of the St Albans community in respect to the application of Councils current Development of Flood Liable Land Policy. These discussions have highlighted that a “one size fits all” approach to flood development controls is not appropriate. Due to the different characteristics of areas and nature of flooding, in particular the ability to evacuate, areas such as the Macdonald Valley and Colo Rivers will require a different approach. In this regard, separate considerations and development controls for these areas will be proposed within the new Interim Flood Policy.

Once completed, the draft Interim Flood Policy will be presented to the Floodplain Risk Management Advisory Committee prior to being reported to Council for adoption.

The reports to the Committee and Council will also include a recommendation that Council adopt Item 4 - *Town Planning* of the Floodplain Risk Management Plan as well as the Interim Flood Policy.

Given that the Hawkesbury Flood Risk Management Study and Plan was adopted in December 2012 (except Item 4 - *Town Planning*), it is considered that a community awareness program of the Hawkesbury Flood Risk Management Study and Plan is warranted, in addition to the required community consultation for the Interim Flood Policy. Therefore, the reports to the Committee and Council will also include a recommendation in this regard.

Upon adoption of Item 4, work will continue on the remaining actions of which are:-

- Exceptional Circumstances Application
- Drafting amendments to the Hawkesbury Local Environmental Plan 2012 (LEP 2012)
- Development of the Flood Risk Management Chapter of Hawkesbury Development Control Plan
- State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (Codes SEPP)
- S149 Certificates

As highlighted above, it was considered that floodplain risk management studies and plans for the Macdonald Valley and Colo Rivers are warranted. A flood study for the Macdonald Valley was carried out in 2007, and based on this study a risk management plan could be developed. In relation to the Colo River, Council's information is limited and based on levels from the 1978 flood event.

In this regard, it is proposed that Council seek external funding for these studies and/or plans through the Office of Environment and Heritage's flood grants and commence preparation of an application to lodge when the next round of funding becomes available.

It was discussed by the Committee that once the Regional Flood Study for the Hawkesbury Nepean River is released (anticipated to be the end of 2018) the Flood Policy, currently under development, will be completed.

In addition, and given that the Regional Flood Study only deals with Hawkesbury-Nepean mainstream regional flooding, the Report recommended that Council seek funding for the preparation of floodplain risk management studies and plans for the Macdonald and Colo Rivers.

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

That the:

1. *Report on the Update on the Implementation of Item 4 - Town Planning Section of the Hawkesbury Floodplain Risk Management Plan be received and noted.*

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

2. *Floodplain Risk Management Advisory Committee recommends to Council that it seeks external funding to prepare floodplain risk management studies and plans for the Macdonald and Colo Rivers.*

Officers Comment

The need to undertake Floodplain Risk Management Plans for the Macdonald and Colo Rivers is considered to be warranted and necessary to allow for effective floodplain planning and management of those river systems.

The Office of Environment and Heritage Floodplain Management Grants Program provides funding on an annual basis to Council's undertaking planning and works associated with floodplain management. This includes undertaking studies such as those required for the Macdonald and Colo Rivers. Funding has traditionally been offered through the Office of Environment and Heritage Program on a dollar for dollar basis, and should Council be successful then funding of Council's contribution to this is able to be considered through the 2019/2020 budget process.

Additionally, there may be other sources and opportunities for external funding to undertake these studies that Council could explore as well.

(a) Presentation by Infrastructure NSW on the Draft Regional Flood Study

Ms Ribbons, Specialist Technical Manager of the Hawkesbury-Nepean Valley Flood Risk Management Directorate provided an update on the Draft Hawkesbury Nepean Regional Flood Study, and together with Ms Urzua provided a demonstration of an online flood mapping tool.

Following the presentation and queries from Committee members, the Committee resolved:

That the Committee formally request that Infrastructure NSW incorporate the 1:5 year and 1:200 year flood heights into its mapping to be released.

Officers Comment

The inclusion of 1:5 year and 1:200 year flood heights into the mapping to be released by Infrastructure NSW is considered to be of benefit to both Council and the community.

RECOMMENDATION:

That:

1. The Minutes of the Floodplain Risk Management Advisory Committee Meeting held on 25 October 2018 be received and noted.
2. Council seeks external funding to prepare floodplain risk management studies and plans for the Macdonald and Colo Rivers.
3. Council consider matching funding in conjunction with external funding for the studies outlined in point 2 above, if applicable, as part of the 2019/2020 budget process.
4. Council formally request that Infrastructure NSW incorporate the 1:5 year and 1:200 year flood heights into its mapping to be released.

ATTACHMENTS:

AT - 1 Minutes – Floodplain Risk Management Advisory Committee - 25 October 2018

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

AT - 1 Minutes - Floodplain Risk Management Advisory Committee

held on 25 October 2018

The meeting commenced at 3:04pm.

Present:	Councillor Mary Lyons-Buckett, Chairperson Councillor Paul Rasmussen, Deputy Chairperson Councillor Danielle Wheeler, Hawkesbury City Council Councillor Peter Reynolds, Hawkesbury City Council Ms Carol Edds, Community Representative Ms Margaret Mackisack, Community Representative Mr Harry Terry, Community Representative Mr Sadaq Zaman, Office of Environment and Heritage Councillor Peter Reynolds, Hawkesbury City Council Mr Kim Ford, Community Representative
Apologies:	Councillor Amanda Kotlash, Hawkesbury City Council Mr Maurice Smith, Community Representative Mr Kevin Jones, SES Mr Peter Cinque (OAM), SES
In Attendance:	Ms Sue Ribbons, iNSW Ms Claudia Urzua, iNSW Ms Abigail Ball, Heritage Advisory Committee Mr Graham Edds, Heritage Advisory Committee Ms Linda Perrine, Hawkesbury City Council Mr Andrew Kearns, Hawkesbury City Council Ms Colleen Haron, Hawkesbury City Council Mr Chris Amit, Hawkesbury City Council Ms Sunehla Bala, Hawkesbury City Council Ms Robyn Kozjak - Minute Taker, Hawkesbury City Council

REPORT:

The Chair opened the meeting and advised that the Insurance Council of Australia was unable to attend the meeting due to a more pressing commitment (with the Federal Government). The planned presentation had been postponed and moved to Thursday 1 November at 5:30pm (Council's Heritage Advisory Committee Meeting).

Members of the Floodplain Risk Management Advisory Committee and some Heritage Advisory Committee members were in attendance at the meeting.

An update was provided from Ms Ribbons and Ms Urzua on the Hawkesbury Nepean Regional Flood Study including a demonstration of an online mapping tool was brought forward from General Business (details of which are provided in the General Business Section at the end of these Minutes).

The Committee resumed usual business after the presentation/demonstration ended.

RESOLVED on the motion of Councillor Rasmussen and seconded by Ms Edds that the apologies be accepted.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

CONFIRMATION OF MINUTES

RESOLVED on the motion of Ms Mackisack and seconded by Mr Terry that the Minutes of the Floodplain Risk Management Advisory Committee held on the 23 August 2018, be confirmed.

Attendance Register of Floodplain Risk Management Advisory Committee

Member	7/12/17	15/02/18	19/04/18	28/06/18	23/08/18	25/10/18
Councillor Mary Lyons-Buckett	✓	✓	✓	✓	✓	✓
Councillor Amanda Kotlash	✓	✓	✓	✓	A	A
Councillor Paul Rasmussen	A	✓	✓	✓	A	✓
Councillor Danielle Wheeler	✓	✓	✓	✓	✓	✓
Councillor Peter Reynolds	✓	✓	A	✓	A	✓
Ms Carol Edds	✓	✓	✓	✓	✓	✓
Mr Harry Terry	A	✓	✓	✓	✓	✓
Ms Margaret Mackisack	✓	✓	✓	A	✓	✓
Mr Kim Ford	✓	✓	A	A	A	✓
Mr Maurice Smith	✓	✓	✓	✓	A	A
Snr Inspector Robert Bowman - (Dept. Primary Industries)	A	A	A	A	A	A
Mr Kevin Jones - (SES Headquarters)	A	A	✓	✓	✓	A
Mr Peter Cinque OAM - (SES Sydney Western Division)	A	A	✓	A	A	A
Mr Harry Panagopoulos - (Office of Environment & Heritage) - (stepped down from the Committee 23/8/18 - Mr Zaman to attend future FRMAC meetings)	✓	✓	A	✓	✓	-
Mr Sadeq Zaman - (Office of Environment & Heritage)	-	-	-	-	✓	✓

Key: A = Formal Apology

✓ = Present

X = Absent - no apology

SECTION 3 - Reports for Determination

ITEM: 1 **FRMAC - Election of Chairperson and Deputy Chairperson - (86589, 124414)**

Directorate: City Planning

RECOMMENDATION SUMMARY:

That an election for the position of Chairperson and Deputy Chairperson of the Hawkesbury Floodplain Risk Management Advisory Committee for the 2018/2019 term of the Committee be carried out.

Mr Kearns called for nominations for the position of Chairperson.

A nomination was received for Councillor Lyons-Buckett.
Councillor Lyons-Buckett accepted the nomination.

MOTION:

RESOLVED on the motion of Ms Mackisack, seconded by Councillor Rasmussen

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That an election for the position of Chairperson and Deputy Chairperson of the Hawkesbury Floodplain Risk Management Advisory Committee for the 2018/2019 term of the Committee be carried out.

As there were no other nominations Mr Kearns declared Councillor Lyons-Buckett as the Chairperson of the Floodplain Risk Management Advisory Committee for the 2018/2019 term of the Committee.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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Mr Kearns called for nominations for the position of Deputy Chairperson.

A nomination was received for Councillor Rasmussen.
Councillor Rasmussen accepted the nomination.

MOTION:

RESOLVED on the motion of Mr Terry, seconded by Councillor Lyons-Buckett

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That an election for the position of Chairperson and Deputy Chairperson of the Hawkesbury Floodplain Risk Management Advisory Committee for the 2018/2019 term of the Committee be carried out.

As there were no other nominations Mr Kearns declared Councillor Rasmussen as the Deputy Chairperson of the Floodplain Risk Management Advisory Committee for the 2018/2019 term of the Committee.

Mr Kearns handed the meeting over to the incoming Chair.

Councillor Lyons-Buckett assumed the Chair.

ITEM: 2 FRMAC - Declarations of Interest - (86589, 124414)

Directorate: City Planning

RECOMMENDATION SUMMARY:

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

RECOMMENDATION TO COMMITTEE:

That:

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

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

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

ORDINARY MEETING
SECTION 4 – Reports of Committees

Meeting Date: 27 November 2018

ITEM: 3 **FRMAC - Update on the Implementation of Item 4 - Town Planning of the Hawkesbury Floodplain Risk Management Plan 2012 - (86589, 124414)**

Previous Item: 4, FRMAC (31 August 2017)
 3, FRMAC (19 April 2018)

Directorate: City Planning

RECOMMENDATION SUMMARY:

That the Report on the Update on the Implementation of Item 4 – *Town Planning Section* of the Hawkesbury Floodplain Risk Management Plan 2012 be received and noted, and that the Floodplain Risk Management Advisory Committee recommends to Council that it seeks external funding to prepare floodplain risk management studies and plans for the Macdonald and Colo Rivers.

DISCUSSION:

- An overview of the report was presented to the Committee.
- Once the Regional Flood Study for the Hawkesbury Nepean Valley is released (anticipated to be at the end of the year), the Flood Policy, currently under development, is able to be completed.

RECOMMENDATION TO COMMITTEE:

That the:

1. Report on the Update on the Implementation of Item 4 - Town Planning Section of the Hawkesbury Floodplain Risk Management Plan be received and noted.
2. Floodplain Risk Management Advisory Committee recommends to Council that it seeks external funding to prepare floodplain risk management studies and plans for the Macdonald and Colo Rivers.

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the:

1. Report on the Update on the Implementation of Item 4 - Town Planning Section of the Hawkesbury Floodplain Risk Management Plan be received and noted.
2. Floodplain Risk Management Advisory Committee recommends to Council that it seeks external funding to prepare floodplain risk management studies and plans for the Macdonald and Colo Rivers.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

SECTION 4 - Reports for Information

ITEM: 4 **FRMAC - Outcomes from Attendance of the University of Technology Sydney Course - Effective Consideration of Flood Risk in Land Use Planning - (86589, 124414)**

Previous Item: FRMAC, GB (23 August 2018)

Directorate: City Planning

RECOMMENDATION SUMMARY:

That the Report on the Outcomes from Attendance of the University of Technology Sydney Course - Effective Consideration of Flood Risk in Land Use Planning be received and noted.

RECOMMENDATION TO COMMITTEE:

That the Report on the learning outcomes from attendance of the University of Technology Sydney course titled *Effective Consideration of Flood Risk in Land Use Planning* be received and noted.

MOTION:

RESOLVED on the motion of Councillor Rasmussen, seconded by Mr Terry.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the Report on the learning outcomes from attendance of the University of Technology Sydney course titled *Effective Consideration of Flood Risk in Land Use Planning* be received and noted.

SECTION 5 - General Business

(a) Presentation by Infrastructure NSW on the Draft Regional Flood Study

Ms Ribbons, Specialist Technical Manager of the Hawkesbury-Nepean Valley Flood Risk Management Directorate provided an update on the Draft Hawkesbury Nepean Regional Flood Study, and together with Ms Urzua provided a demonstration of an online flood mapping tool.

Members of the Floodplain Risk Management Advisory Committee and some Heritage Advisory Committee members were in attendance for the presentation.

- Enquiries were made as to what work would be undertaken in relation to the factoring in of land clearing.

Maps were displayed which depicted the various stages of land clearing at various locations across the Hawkesbury Nepean Valley, including the Jordan Springs development since its inception. The next version of the model will include more up to date land clearing factors.

- Flood levels at Windsor depicted in the mapping:

1:5 year = 9.9m
1:20 year = 13.7m
1:50 year = 16m
1:500 year = 19.6m

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Windsor Bridge deck level is 7.2m.

North Richmond Bridge deck level is 8.8m with a 1:5 year flood level of 11.4m.

- A project to improve flood immunity for certain roads to a 1:500 year flood immunity was being undertaken by RMS.
- Enquiries were made if there was any proposal to build pre-release of water from Warragamba Dam into the protocol.

It was advised that the H14 protocol (State policy operating rules in relation to Warragamba Dam) determines the release rates.

- The Committee asked for depths to be included in the mapping, as well as the extent of water and sewer disruptions due to flooding.

In this regard it was advised a separate project was being worked on which would include locality based flood information, with details on when power, water and sewer is cut during flood events.

- It was highlighted by Committee members that an Emergency Management document which includes flood, storms and fire (similar to the document prepared by Wollondilly Shire) needs to be prepared and that there is a resolution of Council to undertake this work.
- Concern was raised that when South Creek floods (it floods to the M7), the water will make its way to the Hawkesbury due to the new development in and around Marsden Park. It was asked if flooding from overland flow would be included in the model.

It was advised that would be taken into consideration as part of the next 2 dimensional model which was anticipated to be 2-3 years away. The new Regional Flood Study represents Hawkesbury-Nepean mainstream regional flooding including backwater effects, not local catchment flooding, nor overland flow paths. It therefore does not include flood mapping for the tributaries of the Hawkesbury River, such as South Creek, Grose River, Macdonald River, Colo River, Webbs Creek and other minor tributaries.

- The on-line tool is due for completion by February 2019.
- The Hawkesbury Regional Flood Study is due for completion by end of this year, 2018.

(b) Presentation by The Insurance Council of Australia

A representative from the Insurance Council of Australia was to present to both Floodplain Risk Management Advisory and Heritage Advisory Committee Members on topics associated with the insurance of heritage items and the impacts on insuring properties in flood prone areas. Unfortunately a more pressing commitment arose (with the Federal Government) and the presentation was postponed to Thursday 1 November at 5:30pm (Council's Heritage Advisory Committee).

MOTION:

RESOLVED on the motion of Ms Mackisack, seconded by Councillor Rasmussen.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the Committee formally request that Infrastructure NSW incorporate the 1:5 year and 1:200 year flood heights into its mapping to be released.

ORDINARY MEETING

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- Mr Terry referred to a (response) article in the 10 October 2018 edition of the Gazette newspaper from Mr Maurie Smith (in his capacity as Communications Officer of the Hawkesbury Nepean Community Action Committee). The article related to the raising of the dam wall.

Mr Terry enquired as to what consultation was occurring between the RMS and Council regarding the flood free access as referred to in the Gazette article.

It was also advised that the RMS was scheduled to have a meeting with Council in the following week in relation to new evacuation signage.

The meeting closed 4:35pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

Item: 288 **ROC - Heritage Advisory Committee - 1 November 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 1 November 2018.

RECOMMENDATION SUMMARY:

A number of matters contained within the Minutes of the meeting held on 1 November 2018 have policy or financial implications to Council, and as such requires specific consideration by Council.

Items 3 and 4 and matters a), c) and f) raised in General Business contained within the attached minutes of the Heritage Advisory Committee have policy or financial implications to Council, and as such require specific consideration by Council.

Items 1, 2, and 5 and other matters raised in General Business have no policy or financial implications for Council and 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.

Item: 3 Incorporation of Design Excellence Principles Into Council's LEPs

At a previous Heritage Advisory Committee Meeting on 2 August 2018 a presentation by Mr Shaun Carter, Principal of Carter Williamson Architects included an outline of the Sydney City Council design excellence principles incorporated into its LEP, and the Better Place Design Policy released by the Government Architects NSW'. At the Meeting it was suggested that Council should consider incorporating design excellence principles into the Hawkesbury LEP.

Due to time constraints at the Heritage Advisory Committee Meeting on 2 August 2018 this matter was unable to be discussed in full, and was brought back to the meeting of the Heritage Advisory Committee on 1 November 2018 for further discussion.

Copies of Design Excellence clauses from the LEPs of Blue Mountains, Rockdale, Blacktown and Sydney City Councils were provided to assist in discussions.

The Government Architects NSW Better Placed Policy and the Strategy for Action documents, the Draft Design Excellence Competition Guidelines, and their Defining Design Excellence documents, together with the NSW Planning Department's Director General's Design Excellence Guidelines 2010 document, were also provided to assist in the discussion process.

It was noted that Council is currently undertaking the LEP Review/Health Check process required as a consequence of the release of the Greater Sydney Region Plan, and Western City District Plan. This includes the preparation of what is known as a Local Strategic Planning Statement. Consideration of these matters also needs to occur as part of this process.

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It was also noted that Council is currently considering the addition of staffing resources with a focus on heritage and urban design.

Discussion

- Discussion arose in relation to the Design Excellence clauses from the LEP's of other councils.

It was agreed that some statements may appear to be subjective and ideally should be backed up by policies and prescriptive development controls.
- Consideration is being given to extra resources to work on heritage and urban design.
- It was advised that inner city councils had undertaken very detailed precinct studies (for each street).
- A question in relation to the term 'juxtaposition' and its interpretation in relation to heritage matters was raised.

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

That the Heritage Advisory Committee:

1. *Continue discussion on the potential to incorporate design excellence principles into the Hawkesbury LEP.*
2. *Recommend that Council consider design excellence as part of its LEP review process.*
3. *Expressed its disappointment in the lack of financial support in meeting the expectations of the District Plan and the community.*

Officers Comment

Consideration of design excellence into a revised Hawkesbury LEP is able to occur through existing staffing resources as opposed to requiring separate studies.

Item: 4 Heritage Awards

Members of the Heritage Awards Working Group of the Heritage Advisory Committee had previously prepared a proposal for the introduction of an Annual Heritage Awards Program for the Hawkesbury community. This was originally considered by the Committee at its Meeting on 17 November 2017.

Following discussions at that Meeting, to assist the Committee in understanding the challenges, pitfalls and opportunities of such an Awards Program, arrangements were made for Mr Shaun Carter Principal Carter Williamson Architects, Immediate Past President NSW Chapter Australian Institute of Architects, and Ms Kate Napier Senior Heritage Advisor of NSW Public Works Advisory - Department of Finance, Services and Innovation to provide a presentation to the Heritage Advisory Committee highlighting their extensive experiences in establishing, running and participating in Annual Heritage Awards in other Local Government Areas.

Those presentations took place at the Heritage Advisory Committee Meeting on 2 August 2018 and was well received by Committee Members including members of the Heritage Awards Working Group.

Topics Covered in Mr Carter's presentation included:

- 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

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- 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

Topics covered in Ms Napier's presentation included:

Practical Best Practice Heritage Awards

- 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.

Following the presentation, the Committee discussed a number of aspects of the proposed Heritage Awards Program including when the awards could be held, name of the awards, budget considerations, a venue for the awards, and the possibility of a smaller "start-up" event to commence the program.

Copies of the presentations provided by Mr Carter and Ms Napier were then distributed to Committee members for further consideration.

With information gained from the presentations, and following discussion at the Committee Meeting, the Heritage Awards Working Group completed the compilation of two suggested awards programs being the Heritage Photography Awards and the Heritage Awards Programs. Consideration and feedback from the Heritage Advisory Committee is required before these are submitted to Council for further consideration.

Copies of the two proposed Heritage Awards Programs developed by the Heritage Awards Working Group were included as attachments to the report.

Discussion

- In relation to the Heritage Photography Award, it was agreed that entrants should not be required to live in the LGA and this clause should be removed.
- It was agreed that a Professional category should be included.

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

"That the:

1. *Report be received and noted.*
2. *Heritage Advisory Committee considers the two suggested Heritage Awards Programs and provides feedback and comments on the proposals prior to Council's consideration of the matter.*
3. *Adoption of Heritage Awards in 2019 be considered by Council.*
4. *Working Group be thanked for their extensive input.*
5. *Photographic competition be open to out of area participants and that a professional category be added."*

Matters Raised in General Business

- (a) Presentation - Insurance of Properties Subject to Flooding - Heritage and Non Heritage

ORDINARY MEETING
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Mr Karl Sullivan, General Manager - Policy, Risk & Disaster, Insurance Council of Australia, provided a presentation to the Heritage Advisory Committee Meeting on the subject of flood insurance.

The main points raised during this presentation are included in the Minutes, with the following being of particular interest:

- Flood insurance now a standard inclusion, with those who opt out being located well outside of floodplains, are located behind flood mitigation or who don't like the price.
- The price of flood insurance is risk based. Whilst the Insurance Council has had a version of the Regional Flood Study since 2015, it is not used to 'price risk' in the Hawkesbury, which can be to the detriment of residents in this LGA.
- The Insurance Council has a flood information database on every property in Australia (1:20, 1:50, 1:100 and PMF). In many areas the extent of flooding is known, but not the depth which is a problem as insurers are very conservative.
- Encourage customers to shop around for better deals.
- It was asked what impact raising the Warragamba Dam wall would have on risk assessments.

16% reduction in technical flood price if use data from Regional Flood Study.

Launceston and Roma 34-75% reduction on day of mitigation opening.

Environmental concerns upstream

- Need for better point of reference where location of risk (house) is located. A couple of insurers would use a certified floor level.
- Insurance companies view heritage homes as posing a higher risk than new homes as they are not built to modern specifications. The only point insurance companies can go on is the year of construction. A number of insurers will not consider insuring heritage properties as they cannot accurately assess what the repair costs would be due to having to engage specialist trades people etc. Queensland has a system where old homes are retrofitted, they are stamped with a new date of construction. Rules regarding heritage vary significantly across Australia.

Members of the Committee disagreed and stated that historic homes were made from more robust materials (than modern day homes) and many older buildings had survived several floods over the years.

- It was suggested that owners of heritage properties obtain the services of a broker (eg. Lloyd's syndicate) who would take the property details to an underwriting agency who will then build a specific policy. It may be beneficial to both the heritage property owner and the insurer if a few owners got together to obtain quotes.
- Opportunities for government to lower stamp duty and ESL rates on insurance premiums.

(c) Heritage Orders and Referrals

- It was asked what Council's position was on Heritage Orders. A Committee member highlighted that the City of Ryde has a requirement that properties built prior to 1939 are to be referred to Council's Heritage Advisors.

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

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"That Council consider that any incoming development applications for a building built prior to 1939 require a Heritage Statement."

Officers Comment

Consideration of the process and mechanisms associated with such an approach should occur prior to Council commencing. As such it is recommended that the matter be investigated and reported back to the Heritage Advisory Committee for consideration.

(f) Daphne Kingston Collection

- It was asked if Council held any of Daphne Kingston's work in its art collection.

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

That Council investigate if it holds any of Daphne Kingston's work in its art collection and report back to the Committee.

RECOMMENDATION:

That:

1. The Minutes of the Heritage Advisory Committee, held on 1 November 2018 be received and noted.
2. In relation to Item 3 of the Minutes, that Council endorse the recommendation of the Heritage Advisory Committee, namely:
 1. *Continue discussion on the potential to incorporate design excellence principles into the Hawkesbury LEP.*
 2. *Recommend that Council consider design excellence as part of its LEP review process.*
 3. *Expressed its disappointment in the lack of financial support in meeting the expectations of the District Plan and the community.*
3. In relation to Item 4 of the Minutes that Council consider endorse the recommendations of the Heritage Advisory Committee, namely:
 1. *Adoption of Heritage Awards in 2019 be considered by Council.*
 2. *Working Group be thanked for their extensive input.*
 3. *Photographic competition be open to out of area participants and that a professional category be added."*
4. In relation to matter b) in General Business that a requirement that any incoming development applications for a building built prior to 1939 require a Heritage Statement be investigated and reported to the Heritage Advisory Committee prior to Council considering the matter further.
5. In relation to matter c) in General Business that Council investigate if it holds any Daphne Kingston's work in its art collection and report back to the Committee.

ATTACHMENTS:

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

ORDINARY MEETING
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AT - 1 Minutes of the Heritage Advisory Committee

held on 1 November 2018

The meeting commenced at 5:40pm.

Present:	Councillor Danielle Wheeler, Chairperson Mr Graham Edds, Deputy Chairperson Councillor Peter Reynolds, Hawkesbury City Council Ms Abigail Ball, Community Representative Mr Michael Edwards, Community Representative Ms Janice Hart, Community Representative Ms Helen Mackay, Community Representative Ms Michelle Nichols, Community Representative Mr Steve Rawling, Community Representative Ms Venecia Wilson, Community Representative Ms Deborah Hallam, Community Representative
Apologies:	Professor Ian Jack, Community Representative Ms Judy Newland, Community Representative Councillor Nathan Zamprogno, Hawkesbury City Council Mr Craig Johnson, Hawkesbury City Council Ms Keri Whiteley, Hawkesbury City Council
In Attendance:	Mr Karl Sullivan, Insurance Council of Australia Ms Carol Edds, Floodplain Risk Management Advisory Committee Mr Harry Terry, Floodplain Risk Management Advisory Committee Ms Margaret Mackisack, Floodplain Risk Management Advisory Committee Ms Linda Perrine, Hawkesbury City Council Mr Andrew Kearns, Hawkesbury City Council Ms Robyn Kozjak - Minute Secretary, Hawkesbury City Council

REPORT:

The Chair opened the meeting and advised that the first item in General Business will be brought forward to facilitate a presentation by Mr Sullivan from the Insurance Council of Australia (notes from the presentation are located at the end of these Minutes).

The Committee resumed usual business after the presentation ended.

RESOLVED on the motion of Ms Mackay and seconded by Mr Edds that the apologies be accepted.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Ms Hart and seconded by Ms Mackay that the Minutes of the Heritage Advisory Committee held on the 2 August 2018, be confirmed.

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Attendance Register of Heritage Advisory Committee

Member	23/11/2017	08/03/2018	24/05/2018	02/08/2018	01/11/2018
Councillor Danielle Wheeler, Chairperson	✓	✓	✓	✓	✓
Mr Graham Edds, Deputy Chairperson	✓	✓	A	✓	✓
Councillor Peter Reynolds	✓	✓	A	✓	✓
Councillor Nathan Zamprogno	A	A	✓	✓	A
Ms Abigail Ball	✓	✓	✓	✓	✓
Mr Michael Edwards	✓	✓	✓	✓	✓
Professor Ian Jack	✓	✓	✓	✓	A
Ms Helen Mackay	✓	✓	✓	✓	✓
Ms Judy Newland	✓	✓	✓	✓	A
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

SECTION 3 - Reports for Determination

ITEM: 1 **HAC - Election of Chairperson and Deputy Chairperson - (80242, 124414)**

Directorate: City Planning

RECOMMENDATION SUMMARY:

That an election for the position of Chairperson and Deputy Chairperson of the Heritage Advisory Committee for the 2018/2019 term of the Committee be carried out.

Mr Kearns called for nominations for the position of Chairperson.

A nomination was received for Councillor Wheeler.
Councillor Wheeler accepted the nomination.

MOTION:

RESOLVED on the motion of Ms Mackay, seconded by Councillor Reynolds

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That an election for the position of Chairperson and Deputy Chairperson of the Heritage Advisory Committee for the 2018/2019 term of the Committee be carried out.

As there were no other nominations Mr Kearns declared Councillor Wheeler as the Chairperson of the Heritage Advisory Committee for the 2018/2019 term of the Committee.

Mr Kearns called for nominations for the position of Deputy Chairperson.

A nomination was received for Mr Edds.
Mr Edds accepted the nomination.

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Meeting Date: 27 November 2018

MOTION:

RESOLVED on the motion of Councillor Reynolds, seconded by Councillor Wheeler

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That an election for the position of Chairperson and Deputy Chairperson of the Heritage Advisory Committee for the 2018/2019 term of the Committee be carried out.

As there were no other nominations Mr Kearns declared Mr Edds as the Deputy Chairperson of the Heritage Advisory Committee for the 2018/2019 term of the Committee.

Mr Kearns handed the meeting over to the incoming Chair.

Councillor Wheeler assumed the Chair.

ITEM: 2 **HAC - Outcome of Public Exhibition of Thompson Square Conservation Management Plan - (80242, 124414)**

Previous Item: 6, HAC (23 November 2018)
 1, HAC (2 August 2018)

Directorate: City Planning

RECOMMENDATION SUMMARY:

That the:

1. Report and submissions be received and noted.
2. Proposed changes to the Thompson Square Conservation Management Plan as outlined in Attachment No. 6 be endorsed by the Heritage Advisory Committee.

DISCUSSION:

- It was suggested that once the Conservation Management Plan is adopted by Council, that a copy of the document be provided to the Mitchell Library for uploading to Trove.

RECOMMENDATION TO COMMITTEE:

That the:

1. Report and submission be received and noted.
2. Proposed changes to the Thompson Square Conservation Management Plan as outlined in Attachment No. 6 be endorsed by the Heritage Advisory Committee.

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

ORDINARY MEETING
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COMMITTEE RECOMMENDATION:

That:

1. The report and submission be received and noted.
2. The proposed changes to the Thompson Square Conservation Management Plan as outlined in Attachment No. 6 be endorsed by the Heritage Advisory Committee.
3. Once the Conservation Management Plan is endorsed by Council it be provided to the Mitchell Library for uploading to Trove.

ITEM: 3 **HAC - Incorporation of Design Excellence Principles into Council LEPs - (124414, 80242)**

Previous Item: 3, HAC (2 August 2018)

Directorate: City Planning

RECOMMENDATION SUMMARY:

It is recommended that discussions continue and consideration be given to the potential to incorporate design excellence principles into the Hawkesbury LEP.

DISCUSSION:

- Discussion arose in relation to the Design Excellence clauses from the LEP's of other councils.

It was agreed that some statements may appear to be subjective and ideally should be backed up by policies and prescriptive development controls.
- Consideration is being given to extra resources to work on heritage and urban design.
- It was advised that inner city councils had undertaken very detailed precinct studies (for each street).
- A question in relation to the term 'juxtaposition' and its interpretation in relation to heritage matters was raised.

RECOMMENDATION TO COMMITTEE:

That the Heritage Advisory Committee continue discussion on the potential to incorporate design excellence principles into the Hawkesbury LEP.

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the Heritage Advisory Committee:

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1. Continue discussion on the potential to incorporate design excellence principles into the Hawkesbury LEP.
2. Recommend that Council consider design excellence as part of its LEP review process.
3. Expressed its disappointment in the lack of financial support in meeting the expectations of the District Plan and the community.

ITEM: 4 **HAC - Heritage Awards - (124414, 80242)**

Previous Item: 3, HAC (2 August 2018)
 2, HAC (23 November 2017)

Directorate: City Planning

RECOMMENDATION SUMMARY:

That the:

1. Report be received and noted.
2. Heritage Advisory Committee considers the two suggested Heritage Awards Programs and provides feedback and comments on the proposals prior to Council's consideration of the matter.

DISCUSSION:

- In relation to the Heritage Photography Award, it was agreed that entrants should not be required to live in the LGA and this clause should be removed.
- It was agreed that a Professional category should be included.

RECOMMENDATION TO COMMITTEE:

That the:

1. Report be received and noted.
2. Heritage Advisory Committee considers the two suggested Heritage Awards Programs and provides feedback and comments on the proposals prior to Council's consideration of the matter.

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the:

1. Report be received and noted.

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2. Adoption of Heritage Awards in 2019 be considered by Council.
3. Heritage Awards Working Group be thanked for their extensive input.
4. Photographic competition be open to out of area participants and that a professional category be added.

SECTION 4 - Reports for Information

ITEM: 5 **HAC - Heritage Near Me - Strategic Projects Grants Progress Report - (124414, 80242)**

Previous Item: 7, HAC (23 February 2017)
 2, HAC (2 August 2018)

Directorate: City Planning

RECOMMENDATION SUMMARY:

That the information in the report be received and noted.

DISCUSSION:

- An amended quotation for the work to be undertaken by consultants in relation to the Heritage Study and Inventory Sheets is expected within the week, with an appointment to occur shortly after that.
- In relation to remediation of privately owned buildings, 19 property reports have been completed, 14 of which have been sent through to Heritage Near Me for review and comments.
- There are many issues in relation to property maintenance and more needs to be done in the education of owners and contractors in relation to heritage buildings.
- In relation to conservation of historical cemeteries, a digital media component is being investigated for the community to have input on what is significant to them in relation to cemeteries (Old Photos, Descendants, Important People, etc.).
- Discussion is continuing with Rookwood General Cemetery Trust in terms of the Volunteer Training program which is expected to be finalised by the end of the Month.
- Work in terms of a series of fact sheets being created with assistance from Council's Heritage Advisor, including roofing, rising damp and lime mortar has continued.

RECOMMENDATION TO COMMITTEE:

That the information in the report be received and noted.

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

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COMMITTEE RECOMMENDATION:

That the information in the report be received and noted.

SECTION 5 - General Business

(a) Presentation - Insurance of Properties Subject to Flooding - Heritage and Non Heritage

Mr Karl Sullivan, General Manager - Policy, Risk & Disaster, Insurance Council of Australia, commenced a presentation in relation to flood insurance.

- Flood insurance has been in existence since 2007.
- Since 2007, flood insurance had been built into home and contents policies. Prior to 2007, 0% of policies included flood insurance. Currently, 94.5% of policies purchased in Australia have flood insurance included.
- Flood insurance now a standard inclusion, with those who opt out being located well outside of floodplains, are located behind flood mitigation or who don't like the price.
- A large portion of the Hawkesbury market has chosen to opt out of flood insurance. This means the consumer opts out of all water peril risks (unless water goes through the roof the consumer is not covered). Any water that has been on the ground in that policy would be excluded if the consumer opts out of flood coverage.
- 68% of businesses in Lismore / Murwillumbah suffered flood damage from cyclone Debbie. A very small percentage were insured.
- The price of flood insurance is risk based. Whilst the Insurance Council has had a version of the Regional Flood Study since 2015, it is not used to 'price risk' in the Hawkesbury, which can be to the detriment of residents in this LGA.
- The Insurance Council has a flood information database on every property in Australia (1:20, 1:50, 1:100 and PMF). In many areas the extent of flooding is known, but not the depth which is a problem as insurers are very conservative.
- Insurance industry can use published flood study and GIS data behind it as evidence.
- Pre 2012 data for the Hawkesbury is patched together. Insurers have to balance the books and adjust by raising the price of insurance premiums.
- Encourage customers to shop around for better deals.
- If flooding occurs and causes floors only to be wet, allow for \$100,000, then upto 1 metre up the wall allow \$150,000 for home and contents.
- Prudential regulations require insurers to have capital set aside to cover costs.
- Insurance industry not using technical approach and has capped prices which is a big gamble as there is no guarantee that mitigation will be built.
- Jeopardy to re-insure and lack of data to reliably use.
- Climate change was not taken into account. Once climate change is taken into account, premiums will change as a result. Only insured for 12 months – assessed against the likelihood of what might happen in the next 12 months.

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- It was asked what impact raising the Warragamba Dam wall would have on risk assessments.

16% reduction in technical flood price if use data from Regional Flood Study.

Launceston and Roma 34-75% reduction on day of mitigation opening.

Environmental concerns upstream

- Need for better point of reference where location of risk (house) is located. A couple of insurers would use a certified floor level.
- If consumers are able to provide flood levels to insurers (proof from Council for example), it will be taken into account in pricing the risk.
- Insurance companies view heritage homes as posing a higher risk than new homes as they are not built to modern specifications. The only point insurance companies can go on is the year of construction. A number of insurers will not consider insuring heritage properties as they cannot accurately assess what the repair costs would be due to having to engage specialist trades people etc. Queensland has a system where old homes are retrofitted, they are stamped with a new date of construction. Rules regarding heritage vary significantly across Australia.

Members of the Committee disagreed and stated that historic homes were made from more robust materials (than modern day homes) and many older buildings had survived several floods over the years.

- It was suggested that owners of heritage properties obtain the services of a broker (eg. Lloyd's syndicate) who would take the property details to an underwriting agency who will then build a specific policy. It may be beneficial to both the heritage property owner and the insurer if a few owners got together to obtain quotes.
- Opportunities for government to lower stamp duty and ESL rates on insurance premiums.

5:25pm - Mr Sullivan left the meeting.

b) Heritage of Western Sydney (HoWS) Group Meeting 24 October 2018

- Heritage Maintenance Plans were discussed at the recent HoWS group meeting and will form the basis of the heritage funding next year. Short, medium and long term Maintenance Plans are being considered for next year's funding. In the next few months a Council owned building will be targeted for the preparation of a Maintenance Plan.

It was suggested that once Maintenance Plans were prepared, they should be kept in a central place such as the Library so that successive owners of properties would be able to ascertain what is needed to maintain their property.

c) Heritage Orders and Referrals

- It was asked what Council's position was on Heritage Orders. A Committee member advised the City of Ryde has a requirement that properties built prior to 1939 are to be referred to Council's Heritage Advisors.

MOTION:

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

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Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION

That Council consider that any incoming development applications for a building built prior to 1939 require a Heritage Statement.

d) Interpretive Signage on Heritage buildings in the Hawkesbury Local Government Area

- It was advised that Blue Mountains, Liverpool and Blacktown Councils have joined the HoWS group.

A presentation (which was provided to the HoWS group) in relation to heritage signage was provided to the Committee. Images of a foundry in Budapest creating heritage signage was shown as an excellent example of heritage signage.

- Way-finding signage would be discussed at the next Committee meeting.

e) Tourism Briefing from Destination NSW

- Some members had attended a briefing by Destination NSW in relation to tourism in the Hawkesbury. Heritage in the Hawkesbury seemed to be well down the list of priorities and the lack of consultation with the Committee was disappointing.

MOTION:

RESOLVED on the motion of Mr Rawlings AM, seconded by Ms Wilson.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the Heritage Advisory Committee expresses its dissatisfaction at the lack of consultation with the Committee in regard to the tourism briefing by Destination NSW.

f) Daphne Kingston Collection

- It was asked if Council held any of Daphne Kingston's work in its art collection.

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That Council investigate if it holds any of Daphne Kingston's work in its art collection and report back to the Committee.

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g) Government Cottage

- It was advised that Government Cottage had been purchased and the new owner has no intention of developing the site. The site is heritage listed, however the building is not.

The meeting closed at 8:20pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

Item: 289 **ROC - Infrastructure Committee - 7 November 2018 - (95495, 143704)**

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to present the Minutes of the Infrastructure Committee, held on 7 November 2018.

RECOMMENDATION SUMMARY:

The matters contained within the Minutes attached as attachment 1 to this report of the Infrastructure Committee have no policy or financial implications to Council. It is recommended that the Minutes be received and noted by Council.

REPORT:

Discussion

The Committee considered reports on the following matters as shown in the attached minutes (Attachment 1):

- NSW Rural Fire Service Presentation
- NSW National Parks and Wildlife Service Presentation
- Infrastructure Committee Proposed 2019 Meeting Dates
- Agenda Topics for Future Infrastructure Committee Meetings

RECOMMENDATION:

That the Minutes of the Infrastructure Committee meeting held on 7 November 2018 be received and noted.

ATTACHMENTS:

AT - 1 Minutes of the Infrastructure Committee held on 7 November 2018

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AT - 1 Minutes of the Infrastructure Committee held on 7 November 2018

Minutes of the Meeting of the Infrastructure Committee held in the Large Committee Room, Council Offices, Windsor, on Wednesday, 7 November 2018, commencing at 2:30pm.

ATTENDANCE

Present: Councillor Barry Calvert, Mayor, Chairperson
Councillor Paul Rasmussen
Councillor Nathan Zamprogno
Councillor Peter Reynolds

Apologies: Councillor John Ross

In Attendance: Mr Peter Conroy, General Manager
Mr Jeff Organ, Director Infrastructure Services
Mrs Cathy Mills, Personal Assistant to Director Infrastructure Services
Ms Karen Hodges, Superintendent, Hawkesbury NSW Rural Fire Service
Ms Mary Wilbow, Administration Officer, Hawkesbury NSW Rural Fire Service
Mr Glenn Meade, Manager - Nattai, National Parks and Wildlife Service
Ms Katie Littlejohn, Manager - Cumberland, National Parks and Wildlife Service

RESOLVED on the motion of Cllr Paul Rasmussen and seconded by Cllr Nathan Zamprogno that the apology be accepted.

Attendance Register of Infrastructure Committee

Member	07/11/2018
Councillor Barry Calvert, Mayor (Chairperson)	✓
Councillor Paul Rasmussen	✓
Councillor Peter Reynolds	✓
Councillor Nathan Zamprogno	✓
Councillor John Ross	A

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

SECTION 1 - CONFIRMATION OF MINUTES

RESOLVED on the motion of Cllr Paul Rasmussen and seconded by Cllr Peter Reynolds that the Minutes of the Infrastructure Committee held on the 18 July 2018, be confirmed.

SECTION 2 - Reports

Item: 1 INFC - NSW Rural Fire Service Presentation - (95495, 143704, 79398)

RECOMMENDATION TO COMMITTEE:

That the information presented by Superintendent Karen Hodges, Hawkesbury, NSW Rural Fire Service (RFS) be received and noted.

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DISCUSSION

- Superintendent Karen Hodges presented to the Committee. A copy of the presentation will be provided to the Committee as soon as possible following the meeting.
- The Committee discussed the length of time taken for approval and difficulty in finding sites for the RFS due to the statutory requirements of Aboriginal Land Claims and Native Title process. This occurs because traditionally the land used for RFS sites are road reserves on Crown Land. It is possible that Council will need to acquire land itself to speed up this process in future.
- The original Oakville RFS station has been inspected and options regarding fixing the station or knocking it down and rebuilding it are being considered.
- The Hawkesbury RFS and RAAF have a good relationship and when required the RAAF has provided resource assistance to the RFS.
- Any hazard reductions planned for a financial year that aren't achieved are carried over to the next financial year and assessed for inclusion in that plan.
- Ten year forecast plans for stations are developed by the RFS. Tennyson RFS station was completed early this year, Freemans Reach station is nearly at the point of securing a new site and Wilberforce station is also in the process of securing a new site.
- The RFS to date has not had any issues regarding fire situations, even though there are no NSW Ambulance or NSW Police Force stations on the western side of the Hawkesbury River.
- The RFS is currently running a twenty week cadet program in four schools (Colo High School, Arndell Christian College, Hawkesbury High School and Windsor High School) which generally results in 25 - 35% of students remaining in the RFS after completing the program.
- Although there is good mix of genders in the RFS, a campaign targeting young females via a camp at Yarramundi will be conducted. Details of this camp will be forwarded to Council by Superintendent Karen Hodges so that Council can assist in its promotion.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Councillor Peter Reynolds.

That the information presented by Superintendent Karen Hodges, Hawkesbury, NSW Rural Fire Service be received and noted.

Item: 2 INFC - NSW National Parks and Wildlife Service Presentation - (95495, 143704, 101386)

RECOMMENDATION TO COMMITTEE:

That the information presented by Mr Glenn Meade, Manager - Nattai Area, NSW National Parks and Wildlife Service (NPWS) and Ms Katie Littlejohn, Manager - Cumberland Area, NSW NPWS be received and noted.

ORDINARY MEETING
SECTION 4 – Reports of Committees
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DISCUSSION

- Mr Glenn Meade and Ms Katie Littlejohn presented to the Committee. A copy of the presentation will be provided to the Committee as soon as possible following the meeting.
- The Committee discussed the different areas of responsibility between the regions that are managed by Mr Meade and Ms Littlejohn. Mr Meade's areas business is approximately 50% related to large fires with access to NSW Rural Fire Service (RFS) stations and resources being critical to support them at times. Ms Littlejohn's fire incidents are small in size however also reliant on RFS resources.
- There is potential for co-location of NPWS with the NSW RFS at its Homebush headquarters.
- Reviewing statistics, indications are that large fire events occur approximately every ten years. Various maps, photos and plans were displayed and explained to the Committee.
- NPWS and Hawkesbury RFS have a very good and collaborative working relationship. This ensures that hazard reduction plans, sometimes taking 6 - 12 months to prepare, are put in place. Combined efforts for fire incidents when required, result in as little damage as possible rather than major threats due to the excellent relationship that these agencies have created.
- Targets for hazard reductions with a longer fire season now in place are challenging to achieve. Hazard reductions are planned and run consecutively to complete as many as possible.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Nathan Zamprogno, seconded by Councillor Paul Rasmussen.

That the information presented by Mr Glenn Meade, Manager - Nattai Area, NSW National Parks and Wildlife Service and Ms Katie Littlejohn, Manager - Cumberland Area, NSW National Parks and Wildlife Service be received and noted.

Item: 3 INFC - Infrastructure Committee - Proposed 2019 Meeting Dates - (95495, 143704)

RECOMMENDATION TO COMMITTEE:

That the Infrastructure Committee meeting dates for 2019, being:

- Wednesday, 17 April 2019
- Wednesday, 24 July 2019
- Wednesday, 6 November 2019

be approved.

DISCUSSION:

- The Committee discussed the dates proposed and agreed that they were suitable. Should the 2019 dates need to be changed this would be discussed and arranged if required.

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Councillor Nathan Zamprogno.

That the Infrastructure Committee meeting dates for 2019, being:

- Wednesday, 17 April 2019
- Wednesday, 24 July 2019
- Wednesday, 6 November 2019

be approved.

Item: 4 INFC - Agenda Topics for Future Infrastructure Committee Meetings - (95495, 143704)

RECOMMENDATION TO COMMITTEE:

That the Infrastructure Committee review and prioritise the list of proposed agenda topics for scheduling and discussion at future Infrastructure Committee meetings to guide and support the work of the Committee in relation to its strategic planning and advocacy roles.

DISCUSSION:

The Committee discussed the 'Revision and Prioritisation of Infrastructure Issues and Challenges confronting the Hawkesbury City Council' attachment that was distributed with the business paper and agreed that:

- The General Manager and Director Infrastructure Services would discuss, review and prioritise
 1. the proposed agenda topics and check if there is any data available or obtainable to support the topics proposed
 2. issues and timeframes going forward.
- Provide feedback to the Committee members by the end of January on the topics that were most relevant for the Committee to agree on in relation to the upcoming elections.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Councillor Peter Reynolds.

That:

- The General Manager and Director Infrastructure Services would discuss, review and prioritise
 1. the proposed agenda topics and check if there is any data available or obtainable to support the topics proposed
 2. issues and timeframes going forward.

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- Provide feedback to the Committee members by the end of January on the topics that were most relevant for the Committee to agree on in relation to the upcoming elections.

SECTION 3 - General Business

There was no General Business.

The meeting closed at 4:40pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
SECTION 4 – Reports of Committees
Meeting Date: 27 November 2018

Item: 290 **ROC - Local Traffic Committee - 12 November 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 12 November 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 are to be adopted by Council.

REPORT:

Discussion

The Local Traffic Committee met on 12 November 2018 and discussed the following items:

- Special Event Traffic - Hawkesbury Show 2019 - May 2019
- Traffic Matter - Proposed Realignment of Old Stock Route Road at its intersection with Oakville Road and Wolseley Road, Oakville
- Traffic Matter - RMS Advice on Proposed Speed Limit changes in North Richmond and East Kurrajong

RECOMMENDATION:

That the minutes of the Local Traffic Committee held on 12 November 2018 be received and the recommendations therein be adopted and noted.

ATTACHMENTS:

AT - 1 Minutes - Local Traffic Committee - 12 November 2018

ORDINARY MEETING
SECTION 4 – Reports of Committees
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AT - 1 Minutes - Local Traffic Committee - 12 November 2018

Minutes of the Meeting of the Local Traffic Committee held in the Small Committee Room, Windsor, on 12 November 2018, commencing at 3:02pm.

ATTENDANCE

Present: Mr Christopher Amit, Hawkesbury City Council (Chair)
Councillor Peter Reynolds, Hawkesbury City Council
Ms Tina Kaur, Roads and Maritime Services
Mr Steve Grady, Busways

Apologies: Mr Dominic Perrottet, MP (Hawkesbury)
Inspector Peter Jenkins, NSW Police Force
Senior Constable Damien Mitchell, NSW Police Force

In Attendance: Ms Kaysie Cordi, Hawkesbury City Council
Ms Cathy Mills, Hawkesbury City Council
Ms Traecy Kelly, 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.

RESOLVED on the motion of Councillor Peter Reynolds, seconded by Ms Tina Kaur that the apologies be accepted.

SECTION 1 - Minutes

Item 1.1 Confirmation of Minutes

The Committee resolved on the motion of Councillor Peter Reynolds, seconded by Ms Tina Kaur that the minutes from the previous meeting held on Monday, 8 October 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 - Hawkesbury Show 2019 - Hawkesbury Showground, Clarendon - (Hawkesbury) - (80245, 74207, 123265)

REPORT:

An application has been received from the Hawkesbury District Agricultural Association seeking approval (in traffic management terms) to conduct the Hawkesbury Show on 10, 11 and 12 May 2019, within the Hawkesbury Showground, Clarendon.

The event organiser has advised:

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- The Hawkesbury Show is a major community event, featuring agricultural displays, rides, show bags, sideshows, business promotions and arts and craft shows that have been held at the showground for over 130 years.
- The times for operation are proposed from 9am to 11:30pm for both Friday, 10 and Saturday, 11 May, and 9am to 5pm for Sunday, 12 May 2019.
- It is expected that the exhibitors and workers will start to arrive at the site from 7am daily and will come and go until 11:30pm on Friday and Saturday nights. The final pack-down of the Show will occur after the Sunday closing time of 5pm, with vehicular movements expected to continue up to 8pm.
- The showground is located on Racecourse Road, with the Hawkesbury Racecourse and the Clarendon Railway Station located opposite.
- The event is expected to attract approximately 60,000 visitors over the three days it will operate.
- It is estimated approximately 26% of the total number of visitors will attend the show on Friday, 42% will attend the show on Saturday and 32% will attend the show on Sunday.
- It is anticipated that most visitors (an estimated 85%) will travel by car. They will park within the Hawkesbury Showground car parking area, the UWS Hawkesbury Campus/Clarendon paddock, the Hawkesbury Equestrian Centre, or in the road reserve areas of Hawkesbury Valley Way and Racecourse Road and walk to one of the pedestrian entry gates.
- Patrons travelling by train will use the Gate 1 access – which is located at the northern point of the Showground.
- Two dedicated “pedestrian crossing points” are to be established in Racecourse Road and one across the vehicular access to the Racecourse.
- The majority of the visitors will park within the Hawkesbury Showground in the dedicated “Hawkesbury Showground Car Park” adjacent to the western boundary of the showground; access through Gate 5. This will prevent the queuing of vehicles along Racecourse Road.
- It is expected that approximately 20,000 vehicles will travel to this area during the three days of the Show.
- Parking is available for more than 20,000 vehicles each day.
- ‘Free Parking’ signs are to be located at Hawkesbury Valley Way, Racecourse Road and adjacent to Gate 5 directing vehicular traffic into the Hawkesbury Showground.
- It is expected that there will be some impact on traffic during the opening hours and for 1 to 2 hours before and after closing times. The impact generally will be in the form of minor traffic delays in the vicinity of the site, as vehicles enter and leave the event, and negotiate the intersections with adjoining roads, with moderate delays expected during peak traffic times.
- During the event, entry/exit (Gates 4 and 5) for vehicular parking within the Hawkesbury Showground and the Western Sydney University land are to be clearly signposted in Hawkesbury Valley Way, Blacktown Road and Racecourse Road. A temporary ‘round-a-bout’ is to be created adjacent to gate 4 and 5 to facilitate traffic movement into and out of the Hawkesbury Showground.
- Traffic from the internal car park of the Showground will be directed onto Blacktown Road.
- Traffic departing the Hawkesbury Racecourse car park during peak periods will be directed right onto Racecourse Road to Hawkesbury Valley Way.

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- Mobile VMS Units will be erected on Blacktown Road, South Windsor and Kurrajong Road, Richmond notifying motorists of the alternative routes to the showground via Racecourse Road off Blacktown Road.
- Certified RMS Traffic Controllers are to be used at all intersecting points with additional Traffic Controllers being available as required to direct traffic.
- Application has been made with the Roads and Maritime Services - RMS (formerly RTA) for the following speed limit reductions to improve safety around the event precinct;
 - Hawkesbury Valley Way, speed reduction from 70/80km/h to 40km/h: between Percival Street and Hobart Street.
 - Racecourse Road, speed reduction from 60km/h to 40km/h: between Hawkesbury Valley Way and Rickaby Street.
 - Blacktown Road, speed reduction from 80km/h to 60km/h: between Bourke Street and George Street.

Discussion

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

Considerable pedestrian movements are expected along Racecourse Road. It is likely that visitors to the Show may park in the road reserve areas of Racecourse Road and Hawkesbury Valley Way as well as the parking areas within the Showground, Clarendon Paddocks and the Hawkesbury Equestrian Centre.

Traffic congestion is likely to be concentrated in Hawkesbury Valley Way, from where the majority of vehicles will queue to enter Racecourse Road, and in Racecourse Road, as vehicles queue to enter parking areas. To improve traffic and pedestrian safety around the event precinct, the event organiser has applied to the Roads and Maritime Services - RMS (formerly RTA) for the following speed limit reductions:

- Hawkesbury Valley Way, speed reduction from 70/80km/h to 40km/h: between Percival Street and Hobart Street.
- Racecourse Road, speed reduction from 60km/h to 40km/h: between Hawkesbury Valley Way and Rickaby Street.

It is likely that some vehicles, to avoid the congestion at Hawkesbury Valley Way, will travel towards the showground along Racecourse Road from the Blacktown Road intersection.

Delays are likely to occur when vehicles are leaving the site during peak times, as vehicles queue to enter Hawkesbury Valley Way from Racecourse Road. The majority of traffic will be directed from the main internal dedicated parking area within the showground, exiting onto Blacktown Road through the University of Western Sydney, Hawkesbury Campus property. To enable the exit into Blacktown Road to work effectively, an application has been made to the Roads and Maritime Services - RMS (formerly RTA) by the event organiser for the speed limit in Blacktown Road to be reduced from 80km/h to 60km/h between Bourke Street and George Street during the event.

It would be appropriate to classify the event as a "Class 1" special event under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads and Maritime Services - RMS (formerly RTA) as the event may impact on major traffic and transport systems which includes the Speed Zone reductions and traffic control on the nominated State roads, and there may be significant disruption to the non-event community.

The event organiser has submitted the following items in relation to the event: Attachment 1 (ECM Document Set ID No: 6403342):

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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. Transport Management Plan – referred to in the application as Traffic Management Plan (TMP) and Traffic Control Plans (TCP),
5. Copy of Insurance Policy which is valid to 28 February 2019.

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 Hawkesbury Show 2019 planned for 10, 11 and 12 May 2019, within the Hawkesbury Showground, Clarendon, be classified as a "Class 1" 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 which includes the crossing points across Racecourse Road in the vicinity of Gate 1 to the Showground and the following conditions:

Prior to the event:

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

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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 application including the TMP and the associated TCP is to be submitted to the Transport Management Centre – TMC for authorisation as this is a Class 1 event.
- 4e. the event organiser is to obtain approval from the Transport Management Centre – TMC as this is a "Class 1" event which will have a traffic impact on both Hawkesbury Valley Way and Blacktown Road (state roads) as well as the proposed temporary speed reductions required for the following roads;
- Hawkesbury Valley Way, speed reduction from 70/80Kph to 40Kph: between Percival Street and Hobart Street,
 - Racecourse Road, speed reduction from 60Kph to 40Kph: between Hawkesbury Valley Way and Rickaby Street,
 - Blacktown Road, speed reduction from 80Kph to 60Kph: between Bourke Street and George Street.
- a copy of the Transport Management Centre – TMC approval to be submitted to Council;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$20,000,000 noting Council, the Transport Management Centre (TMC) 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 public roads and the provision of the Crossing Points, 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:

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- 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. in accordance with the submitted TMP and associated TCP, appropriate advisory signs - including temporary speed restriction signs (subject to Roads and Maritime Services - RMS (formerly RTA) and the Transport Management Centre (TMC) requirements), shall be placed at the event organiser's expense after all the required approvals are obtained from the relevant authorities - and traffic control devices are to be placed during the event, (including the crossing point) , 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 Special Event Application - (ECM Document Set ID No. 6403342) - *see attached*

COMMITTEE RECOMMENDATION:

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

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 Hawkesbury Show 2019 planned for 10, 11 and 12 May 2019, within the Hawkesbury Showground, Clarendon, be classified as a "Class 1" 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.

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4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted which includes the crossing points across Racecourse Road in the vicinity of Gate 1 to the Showground and the following conditions:

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health and Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally council has an events template which can be provided to assist in identifying and controlling risks);
- 4b. the event organiser is to assess the risk and address the suitability of the entire site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the site by the event organiser prior to 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 application including the TMP and the associated TCP is to be submitted to the Transport Management Centre – TMC for authorisation as this is a Class 1 event.
- 4e. the event organiser is to obtain approval from the Transport Management Centre – TMC as this is a "Class 1" event which will have a traffic impact on both Hawkesbury Valley Way and Blacktown Road (state roads) as well as the proposed temporary speed reductions required for the following roads;
- Hawkesbury Valley Way, speed reduction from 70/80Kph to 40Kph: between Percival Street and Hobart Street,
 - Racecourse Road, speed reduction from 60Kph to 40Kph: between Hawkesbury Valley Way and Rickaby Street,
 - Blacktown Road, speed reduction from 80Kph to 60Kph: between Bourke Street and George Street.
- a copy of the Transport Management Centre – TMC approval to be submitted to Council;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$20,000,000 noting Council, the Transport Management Centre (TMC) 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 public roads and the provision of the Crossing Points, 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;

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- 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;
- 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. in accordance with the submitted TMP and associated TCP, appropriate advisory signs - including temporary speed restriction signs (subject to Roads and Maritime Services - RMS (formerly RTA) and the Transport Management Centre (TMC) requirements), shall be placed at the event organiser's expense after all the required approvals are obtained from the relevant authorities - and traffic control devices are to be placed during the event, (including the crossing point) ,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.

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Item: 2.2 LTC - Realignment of Old Stock Route Road at its intersection with Oakville Road and Wolseley Road, Oakville - (Hawkesbury) - (80245, 73625)

REPORT:

Background:

The intersection of Old Stock Route Road, Oakville Road and Wolseley Road, Oakville has been reviewed for safety improvements. Options such as a roundabout and intersection re-alignment have been investigated.

As part of the road safety improvement investigation, a crash analysis and investigation study has been undertaken by DC Traffic Engineering Pty Ltd. The main aim of the study is to develop a short term improvement option by analysing site crash data and identify crash problems associated with the existing site.

The crash investigation study had the following objectives:

- Determine, via crash data analysis, using the most recent five year recorded crash data, the prominent crash problems at the intersection.
- Identify, via a site inspection possible road environment factors such as geometry, signs and markings and obstruction to intersection sight line issues that may have influenced the history of crashes at this intersection.
- Identify an appropriate suite of improvement works (including remedial measures based on available budgets) to address the road safety issues at this site.

Crash Details:

The crash investigation study was carried out following the methodology of Crash Mapping, Site Investigation, Development of improvement strategies and reporting.

Crash Mapping was used to determine prominent crash patterns and crash clusters including common travel directions involved. The collision diagram was based on the 5.5 year crash dataset period between January 2012 and June 2017 inclusive.

There were three reported crashes that occurred at or within 10 metres of the intersection during the 5.5 year period, which is an average of 0.5 crashes per year. One common factor was that all three crashes involved a southbound vehicle on Old Stock Route Road as the key vehicle. Two of the three crashes involved westbound vehicles on Oakville Road as the second vehicle involved.

There were no specific trends relating to day of week, date of crash either by month or year, time of day or road surface condition. The collision diagram is shown in Figure 1:

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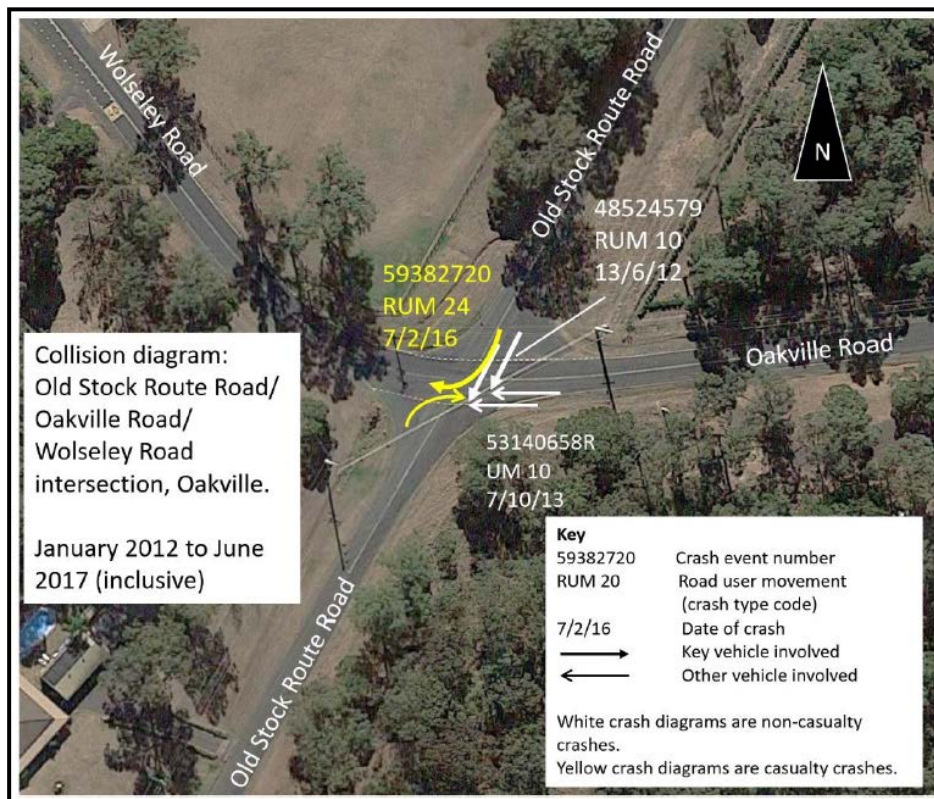


Figure 1: Old Stock Route Road/Oakville Road/ Wolseley Road – Collision diagram

Geometric and Environmental Issues:

The following issues were outlined in the study report:

- The Old Stock Route Road northern and southern approaches have a prominent see-through/continuity effect where drivers may falsely believe that the road continues straight ahead without an intersection in place, nor any need to give way to conflicting traffic streams,
- Old Stock Route Road is signposted as 70km/h which is inconsistent with its relative function and priority. As the lower priority road, it has the higher speed limit. By contrast, Oakville Road and Wolseley Road have a lower speed limit and are a higher priority road.
- There is limited space within the intersection for opposing right turns from the two Old Stock Route Road approaches to coincide and to clear each other. This is mainly due to the offset centre lines in the northern and southern approaches as well as the limited size of the control area of the intersection.
- There is limited mutual sight line visibility between southbound drivers on Old Stock Route Road and westbound drivers on Oakville Road – (northern and eastern legs of the intersection), due to the vegetation hedges within the adjoining property at the north eastern corner of the intersection.

Improvement Options:

Options have been investigated for the site taking into account issues such as the existing geometric and environmental constraints, accident history as well as available budget. Short and Long Term Options are listed below:

Short Term Options:

Option 1: Review of Speed Limits along Old Stock Route Road, Oakville Road and Wolseley Road:

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The study report recommends that consideration should be given to lower the speed limit of the Old Stock Route Road approaches from 70km/h to 60km/h. Old Stock Route Road is controlled at the intersection with Oakville Road and Wolseley Road with Giveaway signs. The speed limit along the priority road of Oakville Road and Wolseley Road is 60km/h. Lowering the speed limit along Old Stock Route Road will create a consistent speed environment at the intersection.

Option 2: Realignment of Old Stock Route Road at the intersection with concrete median Islands:

Construction of concrete median islands at both intersection approaches in Old Stock Route Road will require pavement realignment and associated works. This is to realign the Old Stock Route Road approaches to remove the existing offset centre lines. The median Islands would contain additional intersection control signs. Marked out painted blister islands on the flared sections of the Old Stock Route Road approaches will reduce the visual road width whilst retaining the turning space.

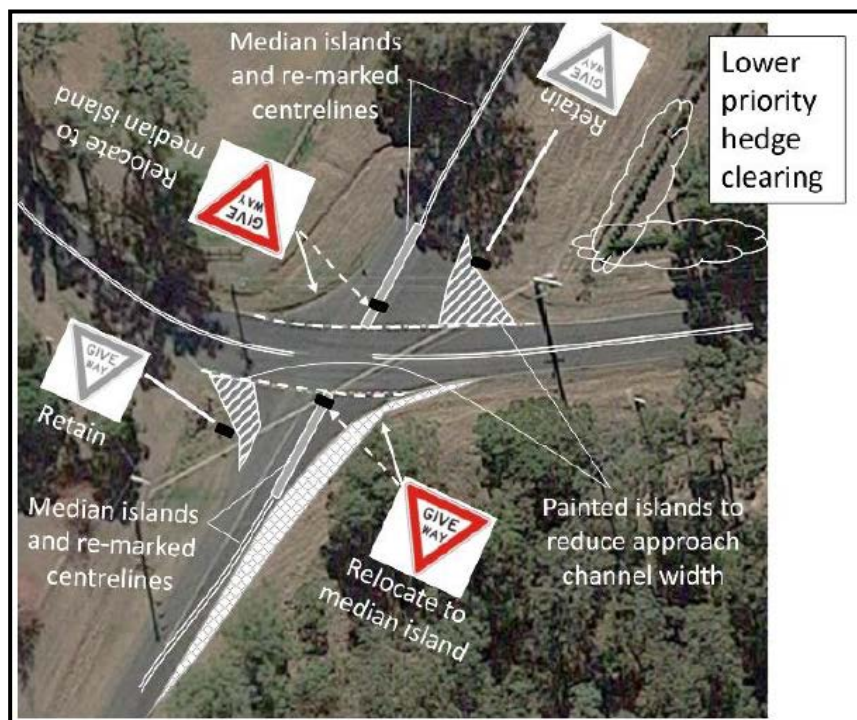


Figure 2: Proposed Concept – realignment of Old Stock Route Road with concrete median Islands

Whilst the alignment of Old Stock Route Road will be improved, the turning path for large vehicles turning right into Old Stock Route Road is compromised by the provision of the concrete median islands. This includes the option of setting the median islands back from the intersection. The turning movement is compromised, mainly due to the non-right angled geometric alignment of Oakville Road and Wolseley Road at Old Stock Route Road.

For the concrete islands to be implemented, Old Stock Route Road will require considerable realignment as indicated in Figure 3. These works will require the realignment of Old Stock Route, Oakville Road and Wolseley Road and will involve extensive pavement realignment, Kerb & Gutter to direct traffic to the facility, drainage works and other associated works to accommodate the concrete islands within the associated road footprint.

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Figure 3: Proposed Design Concept – realignment of Old Stock Route Road with concrete median Islands

Option 3: Realignment of Old Stock Route Road at the intersection with painted median Islands with a traffic calming treatment:

An alternative to the concrete islands identified in Option 2 would be painted median islands which are to be outlined with RPMs and contain Rumble Bars. This option would be based on allowing large vehicles to turn successfully within the intersection, and in particular from Old Stock Route Road. Over length vehicles can manoeuvre at the intersection by crossing over the painted median islands. The Rumble bars within the painted median island will provide a traffic calming measure to deter smaller vehicles crossing over the painted median islands and will strengthen the priority control. The works will also involve pavement widening and associated works.

The realignment of Old Stock Route Road will be similar to that proposed in Figure 2. This option is considered to be a cost effective option taking into account there are only three crashes in the 5.5 year dataset.

A further option to improve the approach delineation for vehicles travelling along Old Stock Route Road approaching the intersection is to provide transverse rumble strip markings as detailed in the Roads and Maritime Service Guidelines on Delineation – Section 5.

Long Term Option:

Option 4: Realignment of the intersection with a Roundabout:

Construction of a Roundabout will require the realignment of Old Stock Route, Oakville Road and Wolseley Road and will involve extensive pavement realignment, Kerb & Gutter to direct traffic to the facility, drainage works, lighting and other associated works to accommodate the roundabout within the associated road footprint. The roundabout will provide traffic calming at the intersection controlling the movement of all four road approaches. It will solve the issue of the see through effect of Old Stock Route Road and the associated sight line issues. The provision of the roundabout will be at a considerable cost and provide a low benefit cost at this stage. This is a long term option that can be considered in the future based on the performance of the intersection, once Options 1 and either Option 2 or Option 3 have been implemented.

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Figure 4: Proposed Design Concept - realignment of Old Stock Route Road with Roundabout

Summary:

It is proposed that the following actions be undertaken:

- The Roads and Maritime Services (RMS) be requested to undertake a speed zone review along Old Stock Route Road and in particular in the vicinity of this intersection with a view to reducing the speed limit from 70km/h to 60km/h.
- Realignment works along Old Stock Route Road be undertaken with the provision of painted median islands and associated works as outlined in Attachment 1. The painted islands are to be outlined with RPMs and contain Rumble Bars. The proposed treatment is to be monitored over time and should the results not be favourable, the roundabout option may be considered in the future.

RECOMMENDATION TO COMMITTEE:

That:

1. the improvements to the intersection of Old Stock Route Road at Oakville Road and Wolseley Road, Oakville be undertaken in accordance with the details outlined in Attachment 1.
2. the Roads and Maritime Services be requested to investigate the option of reducing the speed limit from 70kph to 60kph along Old Stock Route Road, in the vicinity of Oakville Road and Wolseley Road, Oakville.

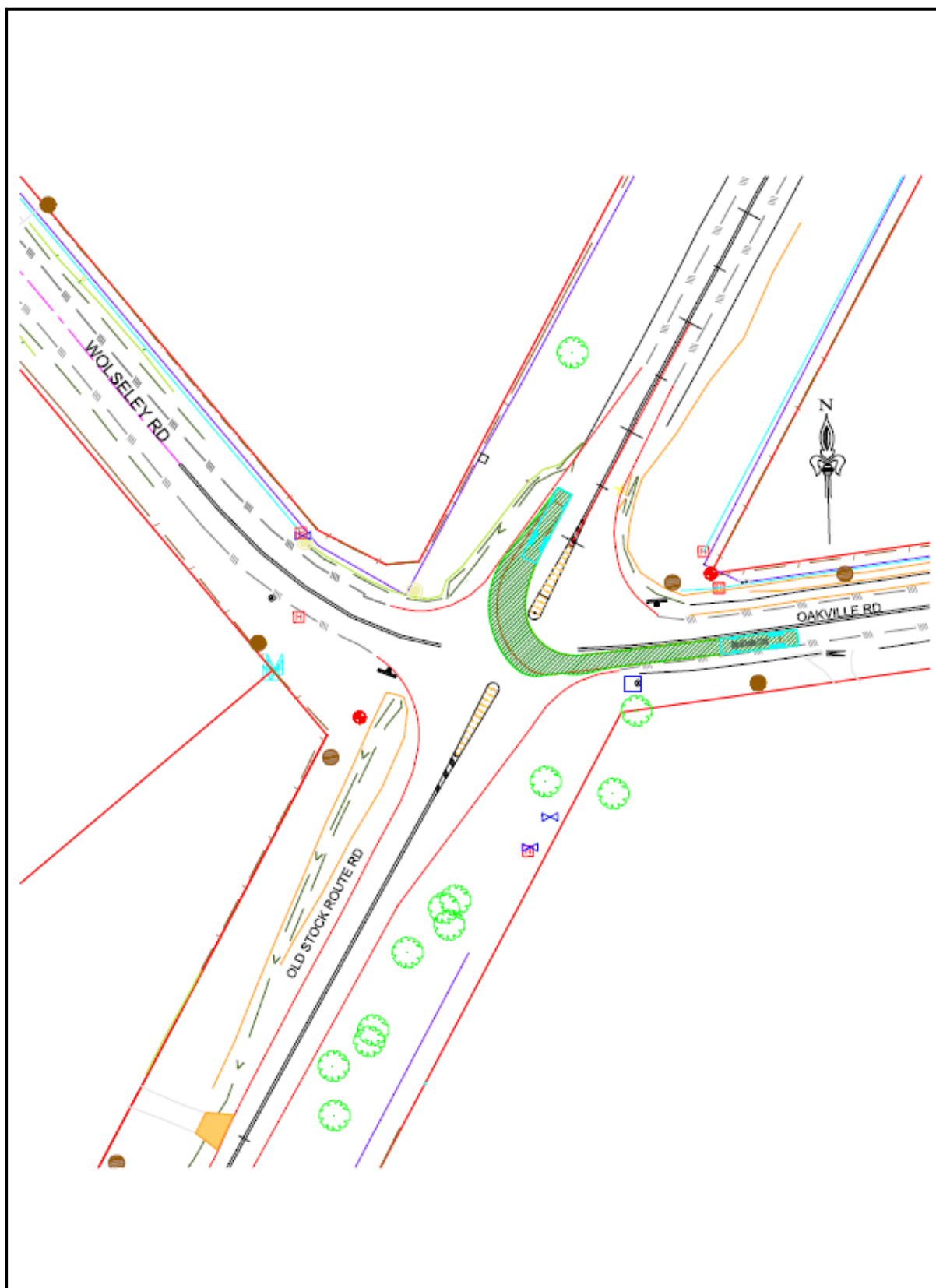
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APPENDICES:

- AT – 1** Intersection Improvements; Old Stock Route Road at Oakville Road & Wolseley Road, Oakville
- AT – 2** Turn Path Plan 12.5m - Right turn from Oakville Road into Old Stock Route Road, Oakville
- AT – 3** Turn Path Plan 12.5m - Right turn from Wolseley Road into Old Stock Route Road, Oakville

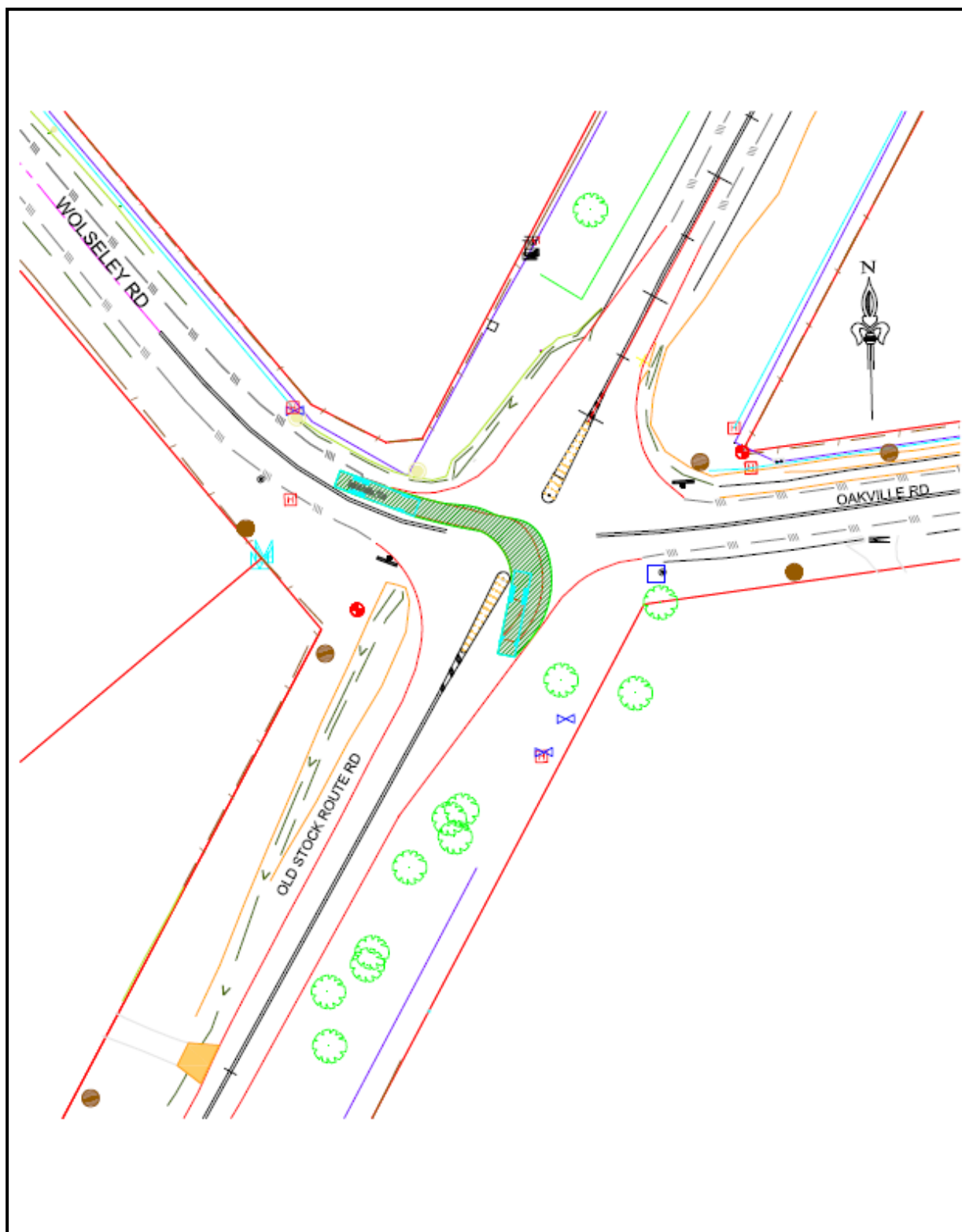
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AT – 2 Turn Path Plan 12.5m - Right turn from Oakville Road into Old Stock Route Road, Oakville



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AT – 3 Turn Path Plan 12.5m - Right turn from Wolseley Road into Old Stock Route Road, Oakville



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COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

That:

1. the improvements to the intersection of Old Stock Route Road at Oakville Road and Wolseley Road, Oakville be undertaken in accordance with the details outlined in Attachment 1.
2. the Roads and Maritime Services be requested to investigate the option of reducing the speed limit from 70kph to 60kph along Old Stock Route Road, in the vicinity of Oakville Road and Wolseley Road, Oakville.

SECTION 3 - Reports for Information

Item: 3.1 LTC - RMS Advice on Proposed Speed Limit changes in North Richmond and East Kurrajong (Hawkesbury) - (80245, 123265)

REPORT:

Advice has been received from the Roads and Maritime Services (RMS) indicating that a review of the existing speed limits along roads in the North Richmond and East Kurrajong area has been undertaken to improve road safety. The information provided by the RMS in part is listed below:

"Roads and Maritime Services is making changes to the speed limit on East Kurrajong Road at East Kurrajong and Crooked Lane, Slopes Road and Maddens Road at North Richmond to improve safety for motorists and pedestrians and provide a more consistent journey. The existing school zone on East Kurrajong Road will not be changed.

The speed limit will be reduced from 80km/h to 70 km/h on:

- *East Kurrajong Road from Comleroy Road to 750 metres east of Roberts Creek Road*
- *East Kurrajong Road from 180 metres west of Carinya Close to Putty Road*
- *Crooked Lane, Slopes Road and Maddens Road from Kurmond Road to Bells Line Of Road.*

The speed limit will be increased from 60km/h to 70km/h on:

- *East Kurrajong Road from 750 metres east of Roberts Creek Road to 180 metres west of Carinya Close.*

The new speed limit signs will be installed on Wednesday 14 November, weather permitting and the new speed limit will be enforced once the signage has been installed."

Details of the proposed speed limit change is outlined in Attachment 1.

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

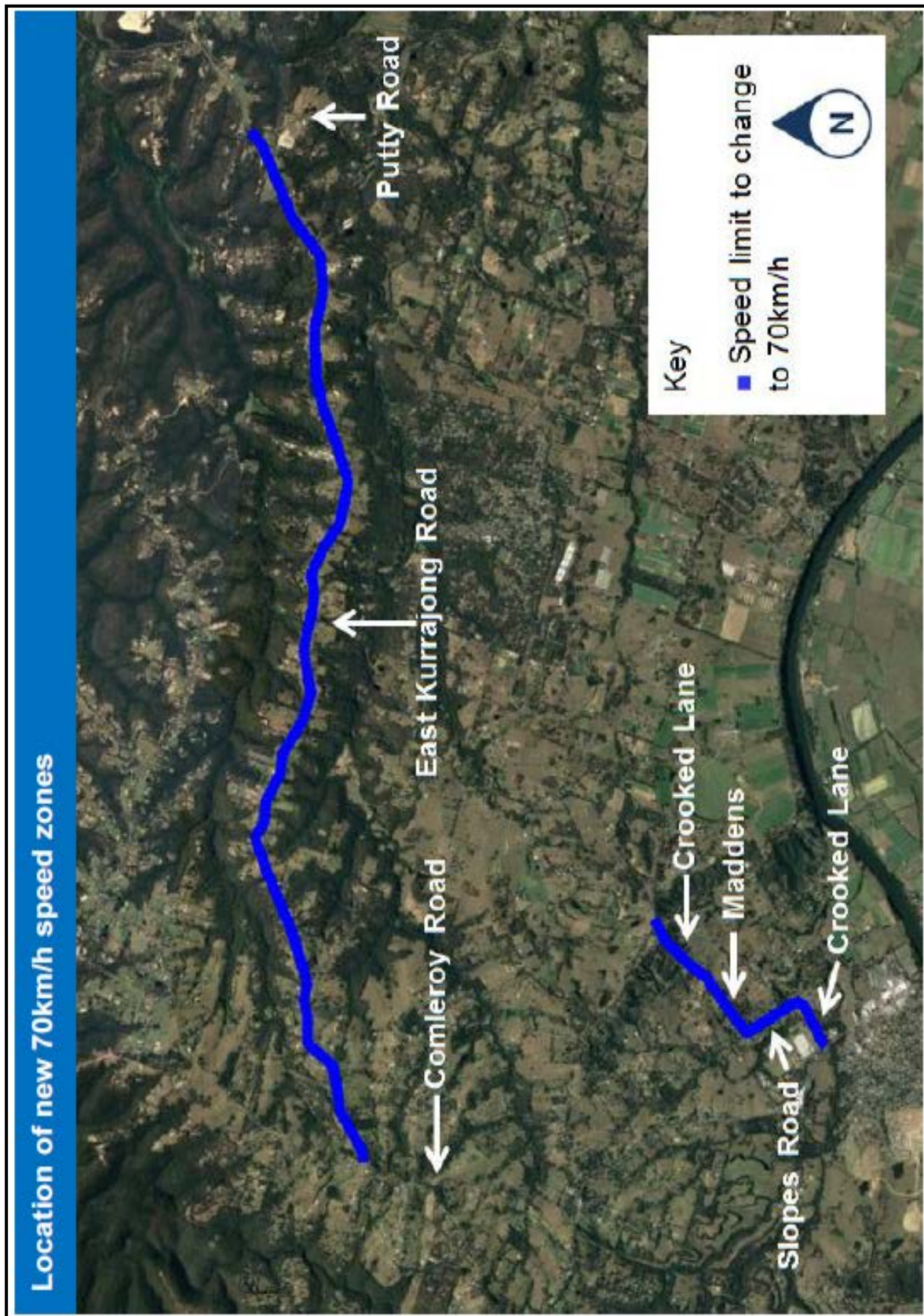
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That the information be received.

APPENDICES:

AT - 1 Plan of Proposed Speed Zone Changes.

AT - 1 Plan of Proposed Speed Zone Changes



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SECTION 4 - General Business

There was no general business.

SECTION 5 - Next Meeting

The next Local Traffic Committee meeting will be held on Monday, 14 January 2019 at 3pm in the Small Committee Room.

The meeting terminated at 3:55pm.

oooO END OF REPORT Oooo

ORDINARY MEETING

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ordinary

section 5

notices of motion

ORDINARY MEETING
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SECTION 5 – Notices of Motion

Item: 291 **NM1 - Australia Day Ceremonies - (79351, 138884)**

Submitted by: Councillor Zamprogno

NOTICE OF MOTION:

That Council:

1. Table the directives received by all Councils from the Minister of Home Affairs concerning the holding of Citizenship and Awards Ceremonies, and confirms whether the advice directs Councils to hold both on Australia Day.
2. Hold its award ceremonies and citizenship ceremony on Australia Day itself, at any convenient venue that is mindful of the weather and OH&S issues for staff and attendees.

FINANCIAL CONSIDERATIONS:

There are no financial implications applicable to this report.

MANAGEMENT NOTE:

Should Council adopt point 2 of the Notice of Motion above, there will be financial implications in respect to running two events on the same day.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

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SECTION 5 – Notices of Motion
Meeting Date: 27 November 2018

Item: 292 **NM2 - Australia Day 2019 - (79351, 138879)**

Submitted by: Councillor Sarah Richards

NOTICE OF MOTION:

That Council:

1. Acknowledges its support of the statement (attached as Attachment 1) by the Hon David Coleman MP, Minister for Immigration, Citizenship and Multicultural Affairs, who wrote to all Councils on 25 September 2018, regarding the hosting of Australian Citizenship ceremonies, notably that:
 - a) There exists the Australian Citizenship and Ceremonies Code - attached as Attachment 2.
 - b) That it states that "Citizenship ceremonies are non-commercial, apolitical, bipartisan and secular. They must not be used as forums for political, partisan or religious expression."
 - c) That the Australian Government position is that Council's must not use citizenship ceremonies, or their ability to determine the dates on which they are held, as a political tool to delegitimise Australia's national day or to support a broader political movement regarding its date.
2. Has read the attached 'Australian Citizenship and Ceremonies Code', released by the Hon Peter Dutton MP, Minister for Home Affairs.
3. Maintains its commitment to continue to celebrate Australia Day on 26 January each year.
4. Holds a Briefing Session within the next two weeks (as a matter of urgency) to discuss financial implications, staff arrangements and venue selection among other issues, with the determination to sort out the concerns raised at the last Council meeting on 30 October 2018, Item Number 253 arising from Hawkesbury City Council's intent to hold two individual events celebrating Australia Day each year (Citizenship and Australia Day Awards and Fireworks and Family event).
5. Write to a variety of other Council's in NSW and seek their advice as to their arrangements regarding Australia Day Australian Citizenship ceremonies and/or additional celebrations and provide this information to Councillor's in the briefing.
6. Affirm Council's position to hold its afternoon/evening Fireworks and Family event (inaugural held last January 26) as part of its Australia Day celebrations on the River at Governor Phillip Park on 26 January each year with the dual purpose of celebrating Australia Day and maintaining this event as part of Council's longer term Tourism events.
7. Enter this Briefing Session with the aim of maintaining its Australia Day Citizenship and Awards ceremony on 26 January each year.

BACKGROUND:

This motion is brought forward with intent to affirm to the Hawkesbury community that Hawkesbury City Council has no plans cancel Australia Day celebrations on 26 January.

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An example of a local Council, who has a similar issue where two separate events are held for Australia Day, is the neighbouring Hills Council, who holds their Citizenship Ceremony on the eve of Australia Day and their Australia Day Awards at a community fun party the next day at Bella Vista Farm. The point of the motion to gather data like this from other Council's is crucial to solving a similar situation before us.

It is important to remember that the Federal Government will not take lightly any intent to make this a political issue, no matter which side of the political fence that intent arises from.

FINANCIAL CONSIDERATIONS:

There are no financial implications applicable to this report.

NOTE BY MANAGEMENT:

Should Council adopt the Notice of Motion above, there will be financial implications in respect to running two events on the same day.

ATTACHMENTS:

- AT - 1** Letter from Minister for Immigration, Citizenship and Multicultural Affairs
- AT - 2** Australian Citizenship Ceremonies Code (Distributed under separate cover)

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AT - 1 Letter from Minister for Immigration, Citizenship and Multicultural Affairs



THE HON DAVID COLEMAN MP
MINISTER FOR IMMIGRATION, CITIZENSHIP AND
MULTICULTURAL AFFAIRS

Dear Mayor

As the newly appointed Minister for Immigration, Citizenship and Multicultural Affairs I am writing to outline my expectations in relation to hosting Australian citizenship ceremonies, and remind you of your obligations under the *Australian Citizenship Ceremonies Code*.

Australian citizenship ceremonies are important events, where our newest citizens take the pledge to embrace our nation and its values.

My predecessor the Hon Alex Hawke MP outlined in his letter of 14 August 2017 that the Code sets out the legal and other requirements for conducting citizenship ceremonies.

In particular, the Code states: "*Citizenship ceremonies are non-commercial, apolitical, bipartisan and secular. They must not be used as forums for political, partisan or religious expression.*"

I want to reiterate the Australian Government's position on this; Councils must not use citizenship ceremonies, or their ability to determine the dates on which they are held, as a political tool to delegitimise Australia's national day or to support a broader political movement regarding its date. Any action taken to do so is a serious breach of the Australian Citizenship Ceremonies Code.

If you do not intend to comply with the Code, I ask that you provide written notice to the Department of Home Affairs at natoceremonies@homeaffairs.gov.au, within 28 days of the date of this letter. Alternative arrangements will then be made to ensure citizenship ceremonies can continue in the local council area.

I look forward to working with you to maintain the critical role of citizenship ceremonies in Australian life.

Yours sincerely

A black rectangular box redacting the signature of David Coleman.

David Coleman

25 September 2018

Parliament House Canberra ACT 2600 Telephone: (02) 6277 4188 Facsimile: (02) 6277 2353

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING**Questions for Next Meeting****Meeting Date:** 27 November 2018**QUESTIONS FOR NEXT MEETING****Item: 293****Councillor Questions from Previous Meetings and Responses - 13 November 2018 - (79351)****REPORT:****13 November 2018**

#	Councillor	Question	Response
1	Ross	Enquired as to whether Council could request the RMS to contribute towards the cost of remediation works to Wallace Road, Vineyard, which forms part of the Flood Evacuation Route.	The Director Infrastructure Services advised that although no funding is provided for road works on local roads which form part of the evacuation routes, formal representations have been made of relevant agencies to have this considered, and Councillors will be advised of the outcome.
2	Ross	Enquired as to whether Council staff could investigate the missing coverplate and paving surface of the carpark outside the newsagent at the North Richmond Shopping Centre.	The Director Infrastructure Services advised that the site had been inspected and arrangements have been made for the failed area to be asphalt patched. The missing coverplate has been referred to the relevant authority for repair.
3	Kotlash	Enquired as to whether the Women's toilet in the Council Chamber could be repaired.	The Director Infrastructure Services advised that instructions had been given to make the required repairs.

oooO END OF REPORT Oooo

ORDINARY MEETING
Confidential Reports
Meeting Date: 27 November 2018

CONFIDENTIAL REPORTS

No Confidential Reports



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meeting

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