



Community Services Committee

Date of meeting: 28 June 2022
Location: Council Chambers
Time: 5:00 p.m.

BUSINESS PAPER

COMMUNITY SERVICES COMMITTEE

Meeting Date: 28 June 2022

AGENDA

- **WELCOME**
- **APOLOGIES**
- **DECLARATION OF INTERESTS**
- **SECTION 1 - Confirmation of Minutes**
- **SECTION 2 - Reports for Determination**

COMMUNITY SERVICES COMMITTEE

Meeting Date: 28 June 2022

COMMUNITY SERVICES COMMITTEE

Table of Contents

Meeting Date: 28 June 2022

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE
	SECTION 1 - Confirmation of Minutes	2
	ROC - Community Services Committee Minutes - 26 April 2022 - (151937)	4
	SECTION 2 - Reports for Determination	8
Item: 1	CS - WSROC Heat Smart Program - (151937)	10

COMMUNITY SERVICES COMMITTEE

Table of Contents

Meeting Date: 28 June 2022

Community Services Committee

Section 1

Confirmation of minutes

COMMUNITY SERVICES COMMITTEE

SECTION 1 - Confirmation of Minutes

Meeting Date: 28 June 2022

COMMUNITY SERVICES COMMITTEE

SECTION 1 - Confirmation of Minutes

Meeting Date: 28 June 2022

ROC - Community Services Committee Minutes - 26 April 2022 - (151937)

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

ATTENDANCE

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

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

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

Attendance Register of Environment Committee

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

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

APOLOGIES AND LEAVE OF ABSENCE

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

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

DECLARATIONS OF INTEREST

There were no Declarations of Interests made.

COMMUNITY SERVICES COMMITTEE

SECTION 1 - Confirmation of Minutes

Meeting Date: 28 June 2022

SECTION 1 - Reports for Determination

Item: 1 **CS - Election of Chairperson - (79351, 151937)**

Directorate: General Manager

OFFICER'S RECOMMENDATION:

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

COMMITTEE RECOMMENDATION:

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

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

For the Motion: Councillors Richards, Sheather and Wheeler.

Against the Motion: Nil.

Absent: Councillor Calvert and Lyons-Buckett.

DISCUSSION:

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

Councillor Barry Calvert	Nominated by Councillor Richards Seconded by Councillor Sheather The Director Support Services, Mr Laurie Mifsud advised that Councillor Calvert had previously advised via email that he would accept the nomination.
--------------------------	--

There being one nomination, Councillor Calvert was elected as Chairperson of the Community Services Committee from April 2022 to April 2023.

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

Councillor Sheather	Nominated by Councillor Richards Seconded by Councillor Wheeler
---------------------	--

Councillor Sheather accepted and was declared to chair the meeting.

COMMUNITY SERVICES COMMITTEE

SECTION 1 - Confirmation of Minutes

Meeting Date: 28 June 2022

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

Directorate: City Planning

OFFICER'S RECOMMENDATION:

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

COMMITTEE RECOMMENDATION:

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

That:

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

For the Motion: Councillors Richards, Sheather and Wheeler.

Against the Motion: Nil.

Absent: Councillors Calvert and Lyons-Buckett.

COMMUNITY SERVICES COMMITTEE

SECTION 1 - Confirmation of Minutes

Meeting Date: 28 June 2022

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

Directorate: Support Services

OFFICER'S RECOMMENDATION:

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

COMMITTEE RECOMMENDATION:

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

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

For the Motion: Councillors Richards, Sheather and Wheeler.

Against the Motion: Nil.

Absent: Councillors Calvert and Lyons-Buckett.

The meeting was terminated at 7:04pm

Community Services Committee

Section 2

Reports for determination

COMMUNITY SERVICES COMMITTEE
SECTION 2 - Reports for Determination
Meeting Date: 28 June 2022

COMMUNITY SERVICES COMMITTEE
SECTION 2 - Reports for Determination
Meeting Date: 28 June 2022

SECTION 2 - Reports for Determination

Item: 1 **CS - WSROC Heat Smart Program - (151937)**

Previous Items: 2, Community Services (26 April 2022)
 069, Ordinary (29 March 2022)

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to respond to the Notice of Motion from Council's Ordinary Meeting on 29 March 2022 regarding the WSROC Heat Smart Program and Holding of Committee Meetings.

EXECUTIVE SUMMARY:

This report details the various projects that Council has been involved with WSROC with respect to the Heat Smart Program, and addressing the issues of Urban Heat.

RECOMMENDATION:

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

BACKGROUND

Council considered a Notice of Motion at its Ordinary Meeting on 29 March 2022 regarding the WSROC Heat Smart Program and Holding of Committee Meetings. Following consideration of the matter, Council resolved:

"That:

- 1. Council convene a meeting of the Community Services Committee as soon as possible to make recommendations to Council regarding the implementation of WSROC's Heat Smart Program in the Hawkesbury. Council recognises that staff have already been working on this Program and asks the Committee to work alongside staff to build on this work and to make recommendations on how to achieve greater community input.*
- 2. Council also requests that the Committee specifically considers whether Council should appoint a delegated staff officer as the Heat Coordinator.*
- 3. Any outstanding matters held over by the previous committees also be considered, including reports from Working Groups such as the Dementia Working Group.*
- 4. Where possible, all Council Committee Meetings be held on the last Tuesday of the month which has now become available because Council meetings will be held monthly."*

This report responds to Points 1 and 2 of the Council resolution.

COMMUNITY SERVICES COMMITTEE
SECTION 2 - Reports for Determination
Meeting Date: 28 June 2022

A report was prepared for the Community Services Committee meeting on 26 April 2022, where the Committee resolved that:

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

As such, this report has been brought back to the Community Services Committee for consideration, including details of the anticipated costs of such a position. Additionally, the WSROC Heat Smart Program Coordinator has been invited to attend the meeting to address the Committee on what has been done so far, and what further actions could be undertaken.

DISCUSSION

Over the past two years, Council Officers within the areas of environmental sustainability, emergency services, enterprise risk systems, and community planning and partnerships, have been actively involved in the WSROC Heat Smart Program. The WSROC Heat Smart Program received a NSW Government Community Resilience Innovation Program Grant in 2019. The Heat Smart Program focused on helping the most vulnerable members of our community to manage future heatwave emergencies. It centred on two key components: Governance and Policy Improvement, and Community Resilience Building.

The Program has been a partnership with Western Sydney Local Health District and Western Sydney Councils, including Hawkesbury, Parramatta, Penrith, Cumberland, Blacktown and Liverpool. Details of the involvement of Hawkesbury Council Officers in this Program are attached as Attachment 1 to the report.

Early on in the Program community organisations within the WSROC area were surveyed to determine the impacts of heat on their services and clients. The survey results, with over 60% of the survey responses coming from the Hawkesbury local government area is attached as Attachment 2.

In response to the survey feedback, the Program developed the following resources:

- **Heat Smart Resilience Framework (Attachment 3)**
 - The document sets out a pathway for improving management of extreme heat in Western Sydney, with a focus on building systems that support community resilience.
 - It starts by providing an overview of current heatwave arrangements in NSW, then proposes an integrated approach to heatwave management, and concludes by outlining opportunities for improving the way we manage future heatwaves.
 - It includes 25 recommendations for improved heatwave management under the following priority areas: Governance, Prevention/Mitigation, Preparedness and Response.
- **Heat Smart Organisation Planning Toolkit (Attachment 4)**
 - The toolkit highlights the risks of extreme heat and provides organisations and their frontline staff with the knowledge and tools to successfully help their clients and communities manage the heat risks.
- **Heat Smart Community Information Resources (Attachment 5):**
 - Heat Smart: Be safe during extreme heat
 - Heat Smart: Keep babies and children safe
 - Heat Smart: 10 tips for a cooler home

The Program and the resources developed have been promoted through various WSROC and community services channels, along with local media coverage and promotion on Council's Facebook page.

COMMUNITY SERVICES COMMITTEE
SECTION 2 - Reports for Determination
Meeting Date: 28 June 2022

In addition to this, Hawkesbury City Council was also a partner with WSROC and other Western Sydney Councils in the preparation of the Urban Heat Planning Toolkit (Attachment 6) to help councils strengthen their planning provisions to reduce the impacts of heat which was considered by Council as part the Local Environmental Plan Review project, and new Development Control Plan.

Heat Coordinator Position

The recommendation from the Community Services Committee meeting on 26 April 2022 was for the Committee to consider the Heat Coordinator position at the next Committee meeting.

As such, the following costs have been projected for the first two years of such a position which includes employee costs for a senior officer position and the various on costs (office equipment and leaseback vehicle costs):

- Year 1 - \$157,000
- Year 2 - \$118,000

In considering such a position, it should also be noted that there are competing needs for additional resources, including for example floodplain management, resilience planning, environmental sustainability (to assist in implementation of the Net Zero Emissions and Water Efficiency Strategy, and various other projects).

The report also highlights that over the past two years, Council Officers within the areas of environmental sustainability, emergency services, enterprise risk systems, and community planning and partnerships, have been actively involved in the WSROC Heat Smart Program. As such, should the Committee recommend the further investigation of such a position, there would need to be consideration of which section in Council that such a position would be the most appropriate alignment.

ATTACHMENTS:

- AT - 1** Heat Smart Western Sydney – Hawkesbury Council Participation - *(Distributed under separate cover)*.
- AT - 2** Community Organisation Survey results - *(Distributed under separate cover)*.
- AT - 3** Heat Smart Resilience Framework - *(Distributed under separate cover)*.
- AT - 4** Heat Smart Organisation Planning Toolkit - *(Distributed under separate cover)*.
- AT - 5** Heat Smart Community Information Resources - *(Distributed under separate cover)*.
- AT - 6** Urban Heat Planning Toolkit - *(Distributed under separate cover)*.

oooO END OF REPORT Oooo



Community Services Committee Meeting

End of Business Paper

This business paper has been produced electronically to reduce costs, improve efficiency and reduce the use of paper. Internal control systems ensure it is an accurate reproduction of Council's official copy of the business paper.