



Ordinary Meeting

Date of meeting: 19 July 2022
Location: Council Chambers
Time: 6:30 p.m.

BUSINESS PAPER

ORDINARY MEETING
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PROCEDURAL MATTERS

Welcome

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

The General Manager will address the Council meeting, mentioning:

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

Attendance

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

Statement of Ethical Obligations

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

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

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

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

Declaration of Interest

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

Acknowledgement of Official Visitors to the Council

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

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Condolences

Item: 120 Condolences for Paul Rasmussen - (125610)

Submitted by: Mayor, Councillor Conolly

That Council:

1. Recognise the recent passing of Paul Rasmussen, a former Hawkesbury City Councillor who served our community in this role and many others for over 20 years.
2. Express its condolences and gratitude for Paul's service, via letter, to the Rasmussen Family; and
3. Observe one minute's silence in respect of Paul's contribution to our community.

oooO END OF CONDOLENCES Oooo

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Section 1

Confirmation of minutes

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Section **2**

Mayoral minutes

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SECTION 2 – Mayoral Minutes

Item: 121 MM1 - Raising the Warragamba Dam Wall - (125610)

BACKGROUND:

The NSW Government's Hawkesbury-Nepean Valley Flood Risk Management Strategy - Resilient Valley Resilient Communities includes the following Key Outcomes:

1. Coordinated flood risk management
2. Reduced flood risk in the valley by raising Warragamba Dam Wall
3. Strategic and integrated land use and road planning
4. Accessible contemporary flood risk information
5. An aware, prepared and responsive community
6. Improved weather and flood predictions
7. Best practice emergency response and recovery
8. Adequate local roads for evacuation
9. Ongoing monitoring and evaluation, reporting and improvement of the Flood Strategy.

Key Outcome 2, raising the Warragamba Dam Wall for Flood Mitigation purposes is the cornerstone of this Strategy.

Since the release of this Strategy in May 2017, the Hawkesbury-Nepean Valley has now experienced its fifth Flood in the past 2.5 years, the most significant of those being within the past 16 months (March 2021, March 2022, and now July 2022). The impacts on the Hawkesbury Local Government Area and the Hawkesbury community are only too evident, and these impacts are ongoing and have been compounded by the size and frequency of these floods.

It should be noted that as devastating as the March 2021 (12.93 metres at Windsor), March 2022 (13.8 metres at Windsor) and now July 2022 (13.93 metres at Windsor) Flood events have been, they have still only represented either a 1:20 year Flood or slightly over a 1:20 year Flood event. The 1:100 year Flood event at Windsor is 17.3 metres (over 3 metres higher) and the 1867 flood of record at 19.7 metres (almost 6 metres higher). These recent Flood events have highlighted the clear and present risks to the Hawkesbury-Nepean Valley, and heightened the need for immediate action.

The Strategy included an assessment of various options aside from raising the Warragamba Dam Wall by 14 metres, including:

- Permanently lowering the dam water supply level by 5 metres
- Raising the Warragamba Dam Wall by 20 metres
- Dredging the Hawkesbury River
- Permanently lowering the water supply level by 12 metres
- Currency Creek Diversion Channel
- Major Regional Evacuation road upgrades.

Recently, Infrastructure NSW released the Hawkesbury-Nepean River March 2021 Flood Review Report. Within that report, various 'What if' scenarios were assessed.

The report modelled a number of Warragamba Dam Flood Mitigation scenarios to determine what difference these measures would have made to the height and timing of downstream flooding. Of particular note, the report, amongst other scenarios, highlighted:

- Permanently lowering FSL by 5m would have reduced the flood peak at Windsor by 0.6m. The number of impacted dwellings would have reduced by around 25%.

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- Prereleasing water from Warragamba Dam before the Flood event when there was 25% certainty of significant rainfall would have reduced the flood peak at Windsor by 30cm and reduced the number of dwellings impacted by around 15%.
- Prereleasing water when there was 50% certainty of significant rainfall would reduced the flood peak at Windsor by 20cm and reduced the number of dwellings impacted by around 8%.
- The proposed raising of Warragamba Dam would have reduced the flood peak at Windsor by 3.4m, and delayed outflows from the Dam by 3 to 4 days. The number of impacted dwellings would have reduced by around 80%. These benefits would be achieved by temporarily capturing water in the approximately 1000-gigalitre Flood Mitigation zone made available by the Dam raising.

The need for immediate action in this respect cannot be understated, and that is why I have prepared this Mayoral Minute calling for the Warragamba Dam to be immediately used as a Flood Mitigation Dam, and to again call on the NSW Government to urgently proceed with raising the Warragamba Dam Wall by 14 metres.

RECOMMENDATION:

That Council:

1. Request a meeting with the NSW Minister for Water and Mayors and MPs representing areas within the Hawkesbury-Nepean Floodplain, to advocate for Warragamba Dam to be immediately used as a Flood Mitigation Dam.
2. Again calls on the NSW Government to urgently proceed with the raising of Warragamba Dam Wall as currently proposed.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF MAYORAL MINUTE Oooo

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Item: 122 **MM2 - Accounting Treatment of NSW Rural Fire Service "Red Fleet" Assets - (125610)**

BACKGROUND:

I am calling on Councillors to support the local government campaign on the financial accounting treatment of Rural Fire Service (RFS) mobile assets known as the 'Red Fleet'.

A long-standing dispute over the accounting treatment of the Red Fleet has come to a head with the Auditor-General's 2021 Report on Local Government on 22 June 2022. The Audit Report reemphasises the State Government determination that RFS assets are the "property" of councils and must be recorded in Council's financial statements with Council required to therefore absorb all depreciation costs.

The *Audit Office Local Government Report* has reinforced the notion that RFS mobile and other fire-fighting assets can somehow be deemed to be council assets and applies more pressure on councils and the Office of Local Government (OLG) to conform with this determination, even though councils do not have effective management or control of these assets.

Councils across the State and Local Government NSW (LGNSW) refute this determination. Councils do not have any say in the acquisition, deployment, or disposal of these assets. Comparable assets held by Fire & Rescue NSW (FRNSW) and the State Emergency Service (SES) are not vested anywhere other than with the organisations that purchase, use, maintain and dispose of them.

Councils and LGNSW have also raised concerns that the requirement breaches Australian Accounting Standards. The State Government's own *Local Government Accounting Code of Accounting Practice and Financial Reporting* provides for councils to determine whether to record RFS assets on their books as council assets. This position has been confirmed by the Secretary of the Department of Planning and Environment in his letter to the Auditor-General dated 7 June 2022, presented in Appendix1 on page 47 of the 2021 Local Government Audit Report.

Council notes advice from LGNSW that many councils are refusing to comply with the Auditor General's instructions. Councils remained firm in 2021, resisting pressure to record RFS assets with the majority (68), choosing not to record the RFS mobile assets in accordance with the Local Government Accounting Code. This was the same number of councils as in 2020. LGNSW is encouraging councils to continue resisting pressure from the Audit Office and make their own determinations notwithstanding overtures that ongoing non-compliance with the Auditor General's instructions may result in future qualified financial reports.

The latest Audit Report has made further impositions on (Council) by:

- Recommending Council undertakes a stocktake of RFS assets and records the value in Council's financial statements;
- Warning that if Council does not recognise the assets, it will be found non-compliant and will have a high risk finding reported; and
- Calling on the NSW Department of Planning and Environment (OLG) to intervene where councils do not recognise rural firefighting equipment.

The Government's blanket determination is inconsistent with the treatment of the comparable assets of other emergency service agencies such as Fire & Rescue NSW (FRNSW) and the State Emergency Service (SES).

Hawkesbury Council currently does recognise RFS "Red Fleet" assets after pressure from the NSW Audit Office, being advised that a material unadjusted misstatement would be reported and that there would be a risk of a qualified audit opinion within the Financial Statements for the year ended 30 June 2019.

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Council provided an overview of its objection to this to both the Audit Committee and Council when first advised of the issue by the NSW Audit Office as part of the preparation of the Financial Statements for the year ended 30 June 2018. It is the position of staff that Council does not control these assets and therefore should not be accounted for by Council. Currently, the depreciation associated with this current accounting policy is \$0.5M per annum and negatively impacts Council operating result.

LGNSW has been advocating this position on councils' behalf and has written to the NSW Treasurer the Hon. Matt Kean MP, Minister for Emergency Services, the Hon. Steph Cooke MP, Minister for Local Government the Hon. Wendy Tuckerman MP and the Auditor-General, Ms Margaret Crawford to express the local government sector's strong objection to the NSW Government's determination, applied by the Auditor-General, that RFS assets are the property of councils for accounting purposes and amend the *Rural Fires Act 1997*.

LGNSW has advised it will continue its advocacy efforts on councils' behalf and is asking all affected councils in NSW to consider adopting a resolution advising the Audit Office that Council will not carry out the RFS stocktakes on behalf of the NSW Government and will not record RFS assets on Council's financial statements.

RECOMMENDATION:

That:

1. Council writes to the local State Member the Hon Robyn Preston MP, the Treasurer the Hon Matt Kean MP, Minister for Emergency Services and Resilience the Hon Stephanie Cook MP and the Minister for Local Government Wendy Tuckerman MP:
 - a) Expressing Council's objection to the NSW Government's determination on ownership of RFS assets.
 - b) Advising of the impact of the Government's position on Council finances of this accounting treatment.
 - c) Informing that Council will not carry out RFS asset stocktakes on behalf of the NSW Government.
 - d) Calling on the NSW Government to take immediate action to permanently clear up inequities and inconsistencies around the accounting treatment of RFS assets by acknowledging that rural firefighting equipment is vested in, under the control of and the property of the RFS; and
 - e) Amending s119 of the *Rural Fires Act 1997* so that the effect is to make it clear that RFS assets are not the property of councils.
2. Council writes to the Shadow Treasurer Daniel Mookhey MLC, the Shadow Minister for Emergency Services Jihad Dib MP, the Shadow Minister for Local Government Greg Warren MP, the Greens Spokesperson for Local Government Jamie Parker MP and the leaders of the Shooters, Fishers and Farmers, Animal Justice and One Nation parties Robert Borsak MLC, Emma Hurst MLC and Mark Latham MLC:
 - a) Advising Members of Hawkesbury Council's position, including providing copies of correspondence to NSW Government Ministers; and

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- b) Seeking Members' commitments to support NSW Councils' call to amend the *Rural Fires Act 1997* as set out in correspondence.
- 3. Council writes to the Auditor General advising that notwithstanding any overtures of future qualified audits, it will not carry out RFS stocktakes on behalf of the NSW Government, noting that the State Government's own Local Government Accounting Code *Of Practice and Financial Reporting* provides for councils to determine whether or not they record the RFS assets as council assets.
- 4. Council re-affirms its complete support of and commitment to local RFS brigades noting that Hawkesbury Council's action is entirely directed towards the NSW Government's position that rather than being owned and controlled by local brigades, RFS assets are somehow controlled by councils, which councils consider to be a financial sleight of hand abdicating the NSW Government's responsibilities at the cost of local communities.
- 5. Council affirms its support to LGNSW and requests LGNSW continue advocating on Council's behalf to get clarification finally from the State Government about the accounting treatment of RFS assets.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF MAYORAL MINUTE Oooo

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Section **3**

Reports
for determination

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SECTION 3 – Reports for Determination

PLANNING DECISIONS

Item: 123 **CP - Redbank Voluntary Planning Agreement - Proposed Grose River Bridge - Location and Milestones - (95498)**

Previous Item: 152, Ordinary (10 August 2021)
 11, Ordinary (11 February 2020)
 294, Ordinary (11 December 2018)
 124, Ordinary (29 May 2018)
 118, Ordinary (27 June 2017)
 99, Ordinary (24 June 2014 - deferred 1 July 2014)
 54, Ordinary (25 March 2014)
 223, Ordinary (12 November 2013)

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to provide Council with the details of the proposed amendments to the Redbank Voluntary Planning Agreement (VPA) and recommend that the draft amended VPA be placed on public exhibition for a minimum of 28 days. At the completion of the exhibition a further report will be presented to Council to consider adoption of the amended VPA.

EXECUTIVE SUMMARY:

This report outlines the key proposed changes to the VPA including essential matters such as the proposed location crossing for the bridge, agency name changes (such as RMS to TfNSW and LPI to LRS), changes to reflect renumbering of the Environmental Planning and Assessment Act.1979 since the original VPA was entered into, and any consequential renumbering of the VPA, schedules and references.

The Voluntary Planning Agreement executed in relation to the Redbank development at North Richmond includes provisions that relate to provision of a Grose River Bridge crossing at Yarramundi.

At its meeting on 18 February 2020 Council resolved (in part) as follows:

- "2. Council confirm its "In Principle" support for the proposed "Alternative Route" based on:
- a) The fact that it does not involve any loss of public open space
 - b) The contribution it will make towards providing an alternative flood route for local residents
 - c) The offer of Roads and Maritime Services to acquire and fund land required for the alternative route."

In addition, the milestone for practical completion of Peel Park is proposed to be amended from the 901st lot to the 915th lot to accommodate the Aboriginal Heritage Impact Permit process as a legislative requirement (if triggered by findings of current aboriginal and archaeological investigations within Peel Park).

The need to consider and exhibit the draft amended Redbank VPA is linked to the application for construction of the Grose River Bridge made pursuant to Part 5 of the Environmental Planning and Assessment Act, 1979 on 11 April 2022. The Part 5 application and accompanying review of

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Environmental Factors (REF) were recently exhibited from 12 May to 13 June 2022. As the REF has been prepared for Council by the Developer, Council has engaged an independent planning consultant to lead a team of consultants who are conducting the review of the REF.

To ensure the Part 5 application can be determined in accordance with the relevant adopted milestone in the Redbank VPA (Milestone 2 - 801st urban lot anticipated as no later than June 2023) and that the Bridge delivery stays on track for practical completion in 2025, it is proposed that the draft amended Redbank VPA be progressed to the public exhibition followed by a report to Council at the end of the exhibition phase.

The draft amended Redbank VPA and Explanatory Note are provided as Attachment 1 to this report.

The report recommends that Council note the proposed changes to the Redbank VPA in Attachment 2, and that the draft amended Redbank VPA be placed on public exhibition for a minimum of 28 days in accordance with statutory requirements.

RECOMMENDATION:

That Council:

1. Place the draft amended Redbank Voluntary Planning Agreement and Explanatory Note included as Attachment 1 to the report on public exhibition for a minimum of 28 days, with the draft amended Redbank VPA to be reported back to Council following exhibition prior to finalisation.
2. Note the proposed variation to the Voluntary Planning Agreement Milestone for practical completion of Peel Park as set out below:

Reference	Activity	Current Milestone	Proposed Amended Milestone
Refer VPA Schedule 2, Item 1.7, Page 5 of 9	Practical completion of Peel Park	901 st urban lot	915 th urban lot

BACKGROUND

Redbank Voluntary Planning Agreement and the Grose River Bridge Crossing

In March 2012 Council received a planning proposal to rezone 108 Grose Vale Road, North Richmond for predominantly residential purposes. The planning proposal included specialist reports and an offer to enter into a Voluntary Planning Agreement. The matter was reported to Council in May 2012. Council resolved to support the rezoning and forward it to the Minister for Planning and Infrastructure for a “gateway” determination. In addition, in the event that the Department of Planning and Infrastructure determined to allow planning proposal to proceed, Council also resolved to commence Voluntary Planning Agreement negotiations with the applicant.

In July 2012 the Department of Planning and Infrastructure issued its Gateway determination endorsing the progression of the planning proposal. The documentation was amended in accordance with the conditions of the Gateway determination and placed on public exhibition. The exhibition material included a draft Voluntary Planning Agreement that amongst other things made provision for road works and a bridge crossing of Grose River at Yarramundi.

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The planning proposal was considered by Council at its meeting in November 2013 at which time Council resolved to support the Planning Proposal. The Voluntary Planning Agreement was subsequently adopted by Council in July 2014. In the case of the Redbank Voluntary Planning Agreement, as both the Council and the Roads and Maritime Services are Planning Authorities, they were both parties to the agreement.

In broad terms the Redbank Voluntary Planning Agreement entered into in 2014 makes provision for:

- Intersection and road works
- Bridge crossing of Grose River at Yarramundi
- Public transport facilities
- Community facilities
- Works as identified by the Conservation Management Plan
- Improvements to Peel Park
- Open space and recreation.

Under the VPA the delivery of the Grose River Bridge crossing is achieved either by the Developer constructing the bridge or through a monetary contribution in lieu thereof (under Clause 7.2(e)(i)(B) of the Redbank Voluntary Planning Agreement) provided (or paid) in accordance with a series of milestones.

To date 658 lots have been registered, with a further 254 lots granted development consent (912 lots in total).

Previous Amendment to VPA Milestones

Since the VPA was entered into there have been amendments made to reflect changes to the sequencing and delivery of the Grose River Bridge and revised schedules for the delivery of the upgrade of Peel Park and a Child Care Centre as outlined below.

In 2017 the Developer made a request to make the monetary contribution for the Grose River Bridge.

On 27 June 2017, Council considered a confidential report in relation to the Redbank Voluntary Planning Agreement and delivery of bridge over the Grose River. At that meeting Council resolved, (in part), to:

- "1. Advise the Developer that Council does not agree with their request, dated 20 February 2017, to pay the Monetary Contribution for the "New Proposed Bridge (Multispan)" under the provisions of Clause 7.2(e)(i)(B) of the Redbank Voluntary Planning Agreement.
2. Note that there have been no monetary contributions made by the Developer for the bridge works to date. If the Redbank Voluntary Planning Agreement Monetary Contribution payment provisions for the Bridge Works are pursued they would be made as the development proceeds. The total funds would not be payable for approximately five or more years and that, under the provisions of the Voluntary Planning Agreement, the RMS would receive 95% of those funds with Council receiving 5% of that contribution. Council has previously resolved if the Redbank Voluntary Planning Agreement Monetary Contribution payment provisions for the Bridge Works are pursued they would be made as the development proceeds. The total funds would not be payable for approximately five or more years and that, under the provisions of the Voluntary Planning Agreement, the RMS would receive 95% of those funds with Council receiving 5% of that contribution.
3. Agree to amend the Milestone in Schedule 2, Table 1, Item 1.2 (approval Milestone for New Proposed Bridge (Multispan)) of the Redbank Voluntary Planning Agreement to the following:
 - Milestone 2: amend from 341st Urban Lot to 701st Urban Lot.

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4. *Agree to amend the Milestone in Schedule 2, Table 1, Item 1.3 (operational milestone for the New Proposed Bridge (Multispan)) of the Redbank Voluntary Planning Agreement to the following:*

- *Amend the 'Timing' in Column 3 for the practical completion of the works from 641st Urban Lot to 1001st Urban Lot."*

At the meeting on 29 May 2018 Council agreed to amend the milestones for completion of facility improvements to Peel Park to allow additional community engagement to be completed.

Reference	Activity	Previous Milestone	Amended Milestone
Refer VPA Schedule 2, Item 1.7, Page 5 of 9	Practical Completion of Works Peel Park	601 st urban lot	901 st urban lot

At the meeting of 11 December 2018 Council resolved (in part) as follows:

- "2. *Council agree to amend the relevant Voluntary Planning Agreement Milestones, to better reflect accepted practices for designing and constructing a bridge, as follows:*
- a. *Refer Schedule 2, Item 1.2, Page 1 of 9, Milestone 1* *Preparation and lodgement of Concept Design* 121st Lot No Change
- b. *Refer Schedule 2, Item 1.2, Page 1 of 9, Milestone 2* *Development Approval by Relevant Authority* 701st Lot - No Change
- c. *Refer Schedule 2, Item 1.2, Page 1 of 9, Milestone 3* *Preparation of the Construction Documentation* 461st Lot 821st lot
- d. *Refer Schedule 2, Item 1.3, Page 2 of 9"* *Construction of the Proposed Bridge* 1001st Lot - No Change

In relation to delivery of a childcare centre, at its meeting on 10 December 2019 Council resolved to amend milestones to integrate with previously adopted milestone changes to the VPA and reflect the traditional sequence of approving construction and operating a childcare centre.

Reference	Activity	Previous Milestone	Amended Milestone
Refer Schedule 2 Item 4.2 Page 9 of 9 Milestone 2	Assist and ensure a third party, being an approved childcare operator, can construct and establish a Child care centre within the Redbank development.	601 st urban lot	901 st urban lot

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Alternate Route

At its meeting on 18 February 2020 Council resolved (in part) as follows:

- "2. Council confirm its "In Principle" support for the proposed "Alternative Route" based on:
 - a) The fact that it does not involve any loss of public open space
 - b) The contribution it will make towards providing an alternative flood route for local residents
 - c) The offer of Roads and Maritime Services to acquire and fund land required for the alternative route.
3. Council staff work with the Developer and Roads and Maritime Services to draft a Memorandum of Understanding to confirm way forward, the key features of such a document to include:
 - a) Limiting Redbank's financial contribution to the cost of original "Navua" alignment (Grose River Road from Grose Valley Road to Springwood Road, via Navua Reserve) less expenditure (surveys, studies, plans, applications etc) to date
 - b) Finalising a new design, new costings, approval process, supporting documentation and revised timetable
 - c) Confirmation that Roads and Maritime Services will both acquire and fund the acquisition of land required for the revised crossing/alignment
 - d) Confirmation that Roads and Maritime Services will commence acquisition after July 2020.
4. Council staff initiate discussion with Roads and Maritime Services and other relevant State Agencies to establish a process for ensuring that the balance of the route between Grose Vale Road and Springwood is above the 1:100 flood level."

Revised Timing of Delivery of the Alternate Route

At its meeting on 10 August 2021 Council resolved to make further amendments to the milestones. This was necessitated by Council's decision at its meeting on 20 February 2020 to confirm its "in principle" support for the proposed alternative location of the Grose River Bridge.

The following (three) milestones were amended to better reflect the revised timing of the delivery of the Grose River Bridge due to its revised alignment, and to acknowledge the considerable scope of new investigations and document preparation required to lodge the Part 5 application and obtain approval of the Grose River Bridge in its alternative location, land acquisition processes, and the impact that these will have on the sequencing of the delivery of the Grose River Bridge.

Reference	Activity	Previous Milestone	Amended Milestone
Milestone 2 (VPA Schedule 2, Item 1.2, Page 1 of 9)	Development approval by the relevant authority	701 st urban lot	801 st urban lot
Milestone 3 (VPA) Schedule 2, Item 1.2, Page 1 of 9	Preparation of the construction documentation and submission to the relevant authority	821 st urban lot	865 th urban lot
VPA Schedule 2, Item 1.3, Page 2 of 9	Construction (practical completion) of the proposed bridge	1001 st urban lot	1101 st urban lot

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In addition to the above Council also resolved that a new milestone be added:

“In relation to the proposed Grose River Bridge, seek the agreement of the Developer and Transport for NSW as parties to the Redbank Voluntary Planning Agreement that a new milestone be added that the development application be lodged no later than June 2022”.

Note: The application was subsequently lodged on 11 April 2022 and the new milestone has been met.

A plan of the proposed alternative route for the Grose River Bridge crossing is provided at Attachment 2. The Grose River Bridge is anticipated to be completed by June 2025.

Relevant Legislation

The Environmental Planning and Assessment Act 1979
The Environmental Planning and Assessment Regulation 2000

DISCUSSION

Summary of Proposed Changes to the VPA

The original milestones that were set for the bridge in the VPA were based on estimates of allotment sales and development cash flow projection, estimates of timeframes for preparation of required studies, timeframe for assessment of such applications and times for construction activities.

Revisiting and amending the milestones is a necessary and an integral part of this process to adapt to changes that have occurred during the life cycle of the development, whilst still achieving the community outcomes incorporated in the VPA. The amendment of the milestones is a matter that is contemplated in the original VPA, and the wording provides the parties with the discretion to make such amendments.

Following input from all three parties, a Draft Amended Redbank VPA has been developed and is the subject of this report. Whilst there are a number of changes proposed to reflect the alternate Grose River Bridge location and other variations to align with the lifecycle of Redbank development, the fundamental structure of the VPA is unchanged.

The key changes proposed in the amended Redbank VPA can be summarised as follows:

- a) Minor housekeeping edits to reflect updated terminology and agency references and to fix typos.
- b) Definitions of terms.
- c) Changes related to the alternate location of the Grose River Bridge Crossing including additional and reworded clauses related to the compulsory acquisition of land (in part or whole) from private landowners (TFNSW did not need to acquire private land for the original Grose River Bridge Crossing alignment),
- d) Related to point (c), updates to provisions related to bank guarantees, bonds, and securities to protect TFNSW interests.
- e) Redrafting of the “trigger” clause for payment of the monetary contribution in lieu of the construction of the Bridge to ensure milestones used are equitable, reflect realistic time frames and balance each parties’ interests.
- f) Restructuring milestones that are linked to the Bridge approval or TFNSW acquisition process to allow rolling milestones to cover delays/uncertainty about the exact timing of land acquisitions by TFNSW. This would allow the current milestones to be retained but with provision to be extended by 10 lots for each month of delay.
- g) Changes to schedules to refer to current milestones (as adopted by Council) and amended plans relating to the revised Grose River bridge location.
- h) Amend the milestone for practical completion of Peel Park from Lot 901 to Lot 915 to accommodate remediation (unexpected find - asbestos removal) and the potential need for an Aboriginal Heritage Impact Permit as a legislative requirement (if triggered by findings of current Aboriginal and archaeological investigations within Peel Park).

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Amendments to implement a) and g) above have been drafted with the agreement of the parties, and importantly all drafting to translate the requirements into legal terminology have been led by Council's solicitors. This has ensured that the intent of the Redbank Voluntary Planning Agreement is upheld, and Council's and the community interests are protected.

In relation to Amendment c) above, the original route for the proposed bridge was through the nearby Navua Reserve. In February 2020, Council considered a report and confirmed its in-principle support for the current route alignment based on the facts that it:

- a) Does not involve any loss of public open space;
- b) Provides greater flood immunity, above 1:100 flood level;
- c) Minimises impact on heritage and biodiversity;
- d) Affects only three private property owners;
- e) Complements a suite of other roadworks upgrades also required to be delivered in the same Voluntary Planning Agreement
- f) Assists in addressing current traffic levels/congestion

In relation to Amendment h) above, the request to change the Peel Park practical completion milestone was recently made by Redbank following unforeseen finds during works on the site and is based on ensuring sufficient time is built in to the completion deadline to accommodate the "worst case scenario" to comply with legislative requirements for Aboriginal heritage. In the circumstances, Council officers consider that the request is reasonable and should be supported.

Key Timeline for the Proposed Bridge

Based on the revised milestones for the bridge the current timelines are:

- Development approvals for the project: June 2023 (801st land lot released)
- Construction documentation completed and submitted: December 2023 (865th land lot released)
- Practical completion of the bridge: June 2025 (1101st land lot released)

Within this timeline it is important to note that the timeline allows for property acquisition by Transport NSW which could take 6 to 24 months.

As has been outline in this report previously if any of these milestones are not met the option of a monetary contribution can be triggered which will result in 95% of the money being paid to Transport NSW and 5% to Council. There is no obligation for this money to be used to build a bridge.

Bridge Alignment – Attachment 2

Subsequent to Council providing its in-principle support for the route alignment in February 2020, more detailed design work has been undertaken by Redbank Communities to confirm the exact location of the bridge and approach roads. Council understands that the current design of the road corridor and the bridge has been developed to comply with Austroads which are the National Road Standards, and that this has dictated much of the proposed road alignment. Early in 2022, Redbank considered three slight alterations to the preferred option however none were able to meet the Austroads requirements.

It is understood that the construction of the proposed bridge will have an impact on a small number of individual property owners. At the time of considering the current alignment it was not evident how many property owners would be impacted and to what extent until detail design was undertaken. There was a need to try and limit the number of properties impacted while aiming to provide an important piece of infrastructure for the broader community.

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COMMUNITY ENGAGEMENT

Council's Voluntary Planning Agreements Policy adopted by Council on 13 October 2020 requires that amendment to a Voluntary Planning Agreement must be exhibited for a period of 28 days (Clause 6.2).

Community consultation will be carried out consistent with Council's Community Engagement Policy.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Community Outcome and Long Term Objectives within the CSP.

Reliable Council

- 4.1 Provide representative, responsive and accountable governance.
- 4.2 Encourage an informed community.
- 4.7 Encourage informed planning, balanced growth and community engagement.
- 4.8 Facilitate the delivery of infrastructure through relevant agencies and Council's own works.

FINANCIAL IMPACT

There are no additional financial implications from the recommendation in this report.

ATTACHMENTS:

- AT - 1** Draft Amended Redbank Voluntary Planning Agreement and Explanatory Note - (*Distributed under separate cover*).
- AT - 2** Plan of the Proposed Alternative Route for the Grose River Bridge Crossing.

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GENERAL MANAGER

Item: 124 **GM - Adjustment to the Making of Ordinary Rates for the year ending 30 June 2023 - (79351)**

Previous Item: 074, Ordinary (14 June 2022)

Directorate: General Manager

PURPOSE OF THE REPORT:

The purpose of this report is to make the Ordinary Rates for levying for the year ending 30 June 2023, adjusted from those resolved at the Council Meeting on 14 June 2022.

EXECUTIVE SUMMARY:

The Independent Pricing and Regulatory Tribunal (IPART) announced that Council was successful in its application for a 2.5% rate increase on 20 June 2022, for the rating year commencing 1 July 2022. As part of actioning the resolution from the Council Meeting on 14 June 2022 and the approved IPART increase, it was identified that the Ordinary Rates made at the Council Meeting on 14 June 2022, require adjustment so as not to exceed the national yield.

All other annual charges, rebates and interest rates resolved by Council at the Council Meeting on 14 June 2022 are considered made and fixed for the year ending 30 June 2023 and do not require amendment.

RECOMMENDATION:

That in accordance with Section 494 of the Local Government Act, 1993, Council make the Ordinary Rates as shown in Table 1 in this report, based on a 50% Base Amount and the approved 2.5% Additional Special Variation for the rating year commencing 1 July 2022.

BACKGROUND

At the Ordinary Meeting on 14 June 2022, Council resolved in part, the following:

- "4. Council make the following rates, charges and rebates:*
- a) In accordance with Sections 494 of the Local Government Act 1993, Ordinary Rates are made as shown in Table 1 in this report, based on the 50% Base Amount and the outcome of the application for an Additional Special Variation."*

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

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

As referenced in part a) of the resolution above, the outcome of the ASV application was yet to be announced. IPART advised on 20 June 2022, that Council was successful in the application. The outcome of the above resolution and the IPART announcement was that Council was to levy rates with a 2.5%

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increase in notional yield with the application of a 50% base amount for the rating year commencing 1 July 2022.

As part of the process to implement the making and levying of Ordinary Rates, it was identified that the Ordinary Rates resolved by Council need to be amended to adhere to applicable legislation.

Relevant Legislation

Local Government Act 1993

Local Government (General) Regulation 2021

DISCUSSION

It has been identified that the rate in the dollar amounts for each rating category require reduction to stay within the Notional Yield, in accordance with Section 509 of the Local Government Act, 1993.

The following table provides the Ordinary Rates resolved by Council on 14 June 2022 and the Ordinary Rates required to be amended and made for the year ended 30 June 2023. This is based on the adopted 50% base amount with the application of the 2.5% ASV approved by IPART.

Table 1 - Ordinary Rates 2022/2023

Rate	Resolved on 14 June 2022			Amended		
	Rate in \$	Base Amount	Base as % of Notional Yield	Rate in \$	Base Amount	Base as % of Notional Yield
Residential	0.159324	\$765	49.09%	0.155930	\$765	49.63%
Farmland	0.143392	\$765	16.61%	0.140337	\$765	26.05%
Business Area 1	0.318648	\$765	26.77%	0.311860	\$765	27.19%
Business Area 2	0.318648	\$765	22.96%	0.311860	\$765	23.34%
Business Area Other	0.318648	\$765	26.35%	0.311860	\$765	26.77%

COMMUNITY ENGAGEMENT

The Draft 2022/2023 Operational Plan including the adopted rating structure was circulated via Council's website, media releases, advertisement on Council Notices, through Council's social media platforms and by way of Council's online community portal Your Hawkesbury Your Say. This is was a requirement under Council's Community Engagement Policy and is accordance with the Local Government Act 1993. Council subsequently adopted the 2022/2023 Operational Plan at the ordinary meeting of 14 June 2022.

The amendment contained within the recommendation of this report is not required to undergo further community consultation.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Community Outcome and Long Term Objective within the CSP.

Reliable Council

4.3 Build strong financial sustainability for now and future generations.

FINANCIAL IMPACT

The adoption of the recommendation in this report is in line with the adopted 2022/2023 Operational Plan.

ATTACHMENTS:

There are no supporting documents for this report.

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oooO END OF REPORT Oooo

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Item: 125 **GM - Change in Councillor Numbers - (79351)**

Previous Item: 114, Ordinary (14 June 2022)

Directorate: General Manager

PURPOSE OF THE REPORT:

The purpose of this report is to outline the impacts of changing the number of Councillors from 12 to 7, 9, 11 or 13.

EXECUTIVE SUMMARY:

At its meeting on 14 June 2022 Council considered a Notice of Motion regarding changing the number of Councillors and resolved as follows:

“That Council:

1. *Consider changing the number of Councillors for the term following the 2024 NSW Local Government election from 12 to 7, 9, 11 or 13.*
2. *Receive a report outlining the impacts of changing Councillor numbers from 12 to 7, 9, 11 or 13 for a four-year period, including:*
 - *The process and timeline of how such a change could occur*
 - *Financial implications*
 - *Comparisons to other Councils regarding ratio of Councillors to population.”*

At least 12 months before each ordinary election of Council must determine the number of Councillors. To change the number of Councillors, a constitutional referendum (referendum) must be held prior to Council's determination.

Changing the number of Councillors involves the following steps:

1. Council resolving to hold a referendum
2. Notification to the NSW Electoral Commissioner of the resolution
3. Holding the referendum at either the next ordinary election or on an alternate date
4. If approval is obtained at the constitutional referendum, resolving to change the number of Councillors.

For a change in Councillor numbers to come into effect for the 2024 to 2028 Council term, a referendum would need to be held prior to the election in September 2024. The referendum would need to be held sufficiently prior to the September 2024 election to enable Council to receive a report on the referendum and determine the councillor numbers at least 12 months before the September 2024 election.

Alternatively, Council can hold the referendum at the next ordinary election in September 2024 for the change in Councillor numbers, if approved, to come into effect at the 2028 ordinary election for the 2028 to 2032 Council term.

The financial implications of changing the number of Councillors are:

- The costs associated with Councillor remuneration over the period of a Council term
- The costs associated with holding a referendum at an ordinary election or alternative date.

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There are 128 general purpose councils in NSW. Most (57) have nine councillors, with eight having 12 councillors. For the purpose of determining the minimum and maximum fees payable to councillors, the Local Government Remuneration Tribunal categorises councils according to matters including population, physical terrain, and the nature and volume of business and development.

Of the 24 Councils in the “Regional Centre” category, which includes Hawkesbury City Council:

- 10 have 9 councillors
- 4 have 11 councillors
- 3 have 13 councillors
- 3 have 12 councillors
- 3 have 10 councillors
- 1 has 7 councillors

RECOMMENDATION:

That the report regarding changing the number of Councillors be received and noted.

BACKGROUND

At its meeting on 14 June 2022, Council resolved to receive a report outlining the impact of changing the number of Councilors from 12 to 7, 9, 11 or 13.

When the united areas of Colo and Windsor were constituted as the Shire of Hawkesbury by proclamation in 1980, the number of Councillors for the Shire was fixed at 12.

Council has previously reported on changing the number of Councillors, including in 2019 when considering a report on the number of Councillors, the establishment of wards and whether Council should change to having a popularly elected Mayor.

Relevant Legislation

Local Government Act 1993
Local Government (General) Regulation 2021

DISCUSSION

The next Local Government election is proposed to be held in September 2024.

Section 224 of the Local Government Act 1993 (the Act) sets out the minimum and maximum number of councillors for a council, and the requirements for determining and changing the number of councillors.

Section 224 of the Act is as follows:

- “(1) A council must have at least 5 and not more than 15 councillors (one of whom is the mayor).*
- (2) Not less than 12 months before the next ordinary election, the council must determine the number, in accordance with subsection (1), of its councillors for the following term of office.*
- (3) If the council proposes to change the number of councillors, it must, before determining the number, obtain approval for the change at a constitutional referendum.”*

Council can only change the present number of Councillors if approval is given at a referendum.

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Process and Timeline

The requirements of the Act mean that for a change in the number of Councillors to take effect for the 2024 to 2028 Council term, a referendum would need to be held separately to election of Councillors in 2024.

Council would need to hold the referendum during the current term, and in sufficient time to allow Council to determine Councillor numbers for the 2024 Council elections, at least 12 months before those elections.

If Council resolves to hold a referendum to change the number of Councillors, then Council is required to notify the Electoral Commissioner of the resolution within 21 days.

The alternative is to hold a referendum in conjunction with election of Councillors at the 2024 Council elections. If a change in Councillor numbers was approved, this would take effect for the 2028 to 2032 Council term.

If the referendum is to be held in conjunction with an election of Councillors, the General Manager must (if he or she has not already done so) notify the Electoral Commissioner of the question to be asked at the referendum no later than 12 noon on the closing date for the election (if the Electoral Commissioner is to administer the referendum).

Summary of process for changing Councillor numbers by referendum

1. Resolve to hold a referendum at a Council Meeting
2. Notify Electoral Commissioner of the resolution
3. Hold the referendum at either the next Ordinary Election or alternate date
4. If approval is obtained at the referendum, resolve to change the number of Councillors.

Timelines for changing Councillor numbers by referendum

An example of the timeline required for the results of a referendum to take effect in the 2024 to 2028 Council term is provided in Table 1 below.

Table 1: Timeline for referendum taking effect in the 2024 to 2028 Council term

Date	Event
March 2023 (at the latest)	<ul style="list-style-type: none">Resolve to enter into an arrangement with the NSW Electoral Commission or electoral services provider to conduct the 2024 Ordinary Election and constitutional referendum.
April 2023 (at the latest)	<ul style="list-style-type: none">Notify Electoral Commissioner of the resolution to hold a constitutional referendum to change the number of Councillors within 21 days of the resolution.
June 2023 (at the latest)	<ul style="list-style-type: none">Enter into an arrangement with the NSW Electoral Commission to conduct the 2024 Ordinary Election and constitutional referendum.
June 2023 (Applying same rule as for referendum held in conjunction with council elections – 40 days prior to referendum).	<ul style="list-style-type: none">Notify Electoral Commissioner of the question to be asked at the referendum.
August 2023 on any Saturday (at the latest)	<ul style="list-style-type: none">Constitutional Referendum - Obtain approval for the change in Councillor numbers.
September 2023 (at the latest)	<ul style="list-style-type: none">Determine the number of Councillors for the next term based on the result of the referendum.
September 2024	<ul style="list-style-type: none">Ordinary Election.

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An example of the timeline required for the results of a referendum to take effect in the 2028 to 2032 Council term is provided in Table 2 below.

Table 2: Timeline for referendum taking effect in the 2028 to 2032 Council term

Date	Event
March 2023 (at the latest)	<ul style="list-style-type: none"> Resolve to enter into an arrangement with the NSW Electoral Commission or electoral provider to conduct the 2024 Ordinary Election and constitutional referendum.
June 2023 (at the latest)	<ul style="list-style-type: none"> Enter into an arrangement with the NSW Electoral Commission to conduct the 2024 Ordinary Election and constitutional referendum.
May 2024 (at the latest)	<ul style="list-style-type: none"> Council resolves to hold a constitutional referendum to change the number of Councillors.
June 2024 (at the latest)	<ul style="list-style-type: none"> Notify Electoral Commissioner of the resolution to hold a constitutional referendum to change the number of Councillors within 21 days of the resolution.
July 2024 (at the latest) Closing Date	<ul style="list-style-type: none"> Notify Electoral Commissioner of the question to be asked at the referendum by the Closing Date.
September 2024 Ordinary Election	<ul style="list-style-type: none"> Hold the Ordinary Election and Constitutional Referendum - obtain approval to change the number of Councillors.
March 2027 (at the latest)	<ul style="list-style-type: none"> Resolve to enter into an arrangement with the NSW Electoral Commission or electoral provider to conduct the 2028 Ordinary Election.
June 2027 (at the latest)	<ul style="list-style-type: none"> Enter an arrangement with the NSW Electoral Commission to conduct the 2028 Ordinary Election and constitutional referendum.
September 2027 (at the latest)	<ul style="list-style-type: none"> Determine the number of Councillors for the next term of office.
September 2028 Ordinary Election	<ul style="list-style-type: none"> Hold the Ordinary Election.

Financial Implications

Councillor Remuneration

In accordance with the Act, Council must pay each Councillor an annual fee. Council may fix the fee and if it does so, must fix the annual fee in accordance with the appropriate determination of the Local Government Remuneration Tribunal (the Tribunal). Council is also required to pay the Mayor an additional fee, which if fixed by Council must also be in accordance with the appropriate determination of the Tribunal.

The Tribunal is required to give effect to State Government policy on public sector wage increases, currently capped at 2.5 per cent per annum.

By reference to the maximum amount of the fee that Council can fix for Councillors and the Mayor, the projected costs for maintaining existing Councillor numbers (12) and changing them to 7, 9, 11 and 13 respectively for the 2024 to 2028 and 2028 to 2032 Council terms are set out in Table 3 and Table 4 below.

The costs are calculated on the assumption that:

- The Tribunal determined year on year to increase fees by the maximum permitted by the Tribunal in accordance with the current legislation

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- Council resolved year on year to fix fees for Councillors and the Mayor at the maximum amount permitted by determinations of the Tribunal
- Council remained in the current category as determined by the Tribunal.

Table 3: Councillor and Mayor fees for the 2024-2028 Council term

Council Term	No. of Councillors	Total Fees	Difference from 12 Councillors
2024-2028	7	\$1,045,661	- \$552,104
2024-2028	9	\$1,266,502	- \$331,263
2024-2028	11	\$1,487,344	- \$110,421
2024-2028	12	\$1,597,765	-
2024-2028	13	\$1,708,186	+ \$110,421

Table 4: Councillor and Mayor fees for the 2028-2032 Council term

Council Term	No. of Councillors	Total Fees	Difference from 12 Councillors
2028-2032	7	\$1,154,214	- \$609,420
2028-2032	9	\$1,397,982	- \$365,652
2028-2032	11	\$1,641,750	- \$121,884
2028-2032	12	\$1,763,634	-
2028-2032	13	\$1,885,518	+ \$121,884

Cost of Constitutional Referendum

Cost of referendum held on next election day.

For the 2016 ordinary election, Council entered into a contract with the NSW Electoral Commission for the conduct of the election and constitutional referenda. In conjunction with the election of Councillors, a referendum was held as to whether the Council area should be divided into three wards, with four Councillors per ward.

As the referendum was held on the same day as the ordinary election, the cost of the referendum was absorbed into the cost of the election with a total cost of \$347,861 plus GST.

The total cost to Council of the 2022 ordinary election was \$437,924 plus GST.

Council made enquiries of the NSW Electoral Commission as to the likely cost of a referendum held on the same day as an ordinary election of Councillors. The NSW Electoral Commission indicated the likely increase in cost for holding the referendum would be about an additional 10%. Based on the cost of the 2021 election, this would be approximately an additional \$43,792.

Cost of Referendum held on an alternative day.

A constitutional referendum may be held on any Saturday following the resolution of Council and notice to the NSW Electoral Commission (and the entering into of a contract with the NSW Electoral Commissioner for the holding of the Referendum).

Under the current legislation, a referendum would be required to be held by in person voting. As such it would require the use of venues to be used as polling places in same way as for an ordinary election.

Council also made enquiries of the NSW Electoral Commission as to the likely cost of a referendum held on a separate day to the next ordinary election of Councillors. The NSW Electoral Commission indicated the cost would be estimated to be about 80% of the cost to Council of an ordinary election. Based on the most recent election that would put the cost at approximately \$350,339 plus GST.

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It would be most cost-effective and convenient to hold the referendum in conjunction with the next Local Government election in 2024 with the result to take effect for the 2028 to 2032 Council term.

Comparison to all NSW Councils

Section 224 of the Act says that councils must have between 5 and 15 Councillors.

Councillor numbers across NSW Councils within the range permitted by the Act are shown in Table 5 below:

Table 5: Councillor numbers in NSW Councils

No. of Councillors	No. of Councils
5	0
6	0
7	11
8	4
9	57
10	14
11	7
12	8
13	10
14	0
15	14

Three Councils are currently subject to the appointment of an administrator.

Comparison to Councils in the same category

The Act provides that the Tribunal determine the categories of councils and mayoral offices and place each council and mayoral office into one of those categories.

In 2020 the Tribunal reviewed the categories for general purpose Councils and established a new category of Regional Centre, and as part of its determination moved Council from the Regional Rural Category into the Regional Centre Category.

The ratio of councillors to population of Council's closest neighbouring councils (Blacktown City Council, Blue Mountains City Council, The Hills Shire Council and Penrith City Council), as well as the other NSW councils in the "Regional Centre" category, are set out in Table 6 below:

Table 6: Ratio of Councillors to population - Hawkesbury City Council, The Hills Shire Council, Blacktown City Council, Penrith City Council and all other Councils in the Regional Centre category

Local Government Area	No. of Councillors	Population (2021 Census)	Ratio of Councillors to Population
Hawkesbury	12	67,207	1:5,601
Blacktown*	15	396,776	1:26,452
Blue Mountains	12	78,121	1:6,510
Penrith*	15	217,664	1:14,511
The Hills*	13	191,876	1:14,760
Albury	9	56,093	1:6,233
Armidale	11	29,124	1:2,648
Ballina	10	46,296	1:4,630
Bathurst	9	43,567	1:4,841

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Local Government Area	No. of Councillors	Population (2021 Census)	Ratio of Councillors to Population
Cessnock	13	63,632	1:4,895
Clarence Valley	9	54,115	1:6,013
Coffs Harbour	9	78,759	1:8,751
Dubbo	10	54,922	1:5,492
Lismore	11	44,334	1:4,030
Maitland	13	90,226	1:6,940
Mid-Coast	11	96,579	1:8,780
Orange	12	43,512	1:3,626
Port Macquarie - Hastings	9	86,762	1:9,640
Port Stephens	10	75,276	1:7,528
Queanbeyan - Palerang	11	63,304	1:5,755
Shellharbour	9	76,271	1:8,475
Shoalhaven	13	108,531	1:8,349
Tamworth	9	63,070	1:7,008
Tweed	7	97,392	1:13,913
Wagga Wagga	9	67,609	1:7,512
Wingecarribee	9 (Administrator)	52,709	1:5,857
Wollondilly	9	53,961	1:5,996

* Neighbouring Council not in Regional Centre Category

The ratio of councillors to the population of the Hawkesbury Local Government Area based on 7, 9, 11, 12 and 13 Councillors is set out in Table 7 below. The population data used is that recently released by the Australian Bureau of Statistics for the 2021 Census.

Table 7: Ratio of Councillors to population - Hawkesbury City Council, The Hills Shire Council, Blacktown City Council, Penrith City Council and all other Councils in the Regional Centre category

No. of Councillors	Hawkesbury Population (2021 Census)	Ratio of Councillors to Population
7	67,207	1:9,601
9	67,207	1:7,467
11	67,207	1:6,110
12	67,207	1:5,601
13	67,207	1:5,170

COMMUNITY ENGAGEMENT

Whilst the issues raised in this report do not concern matters that require community engagement under Council's Community Engagement Policy, consideration could be given to consulting with the community to gain their views and opinions prior to resolving whether to hold a constitutional referendum.

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CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Community Outcome and Long Term Objective within the CSP.

Reliable Council

4.1 Provide Representative, responsible and accountable governance.

FINANCIAL IMPACT

There are no financial implications applicable to this report.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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Item: 126 **GM - 2022 Local Government NSW Annual Conference - (79351, 79633)**

Directorate: General Manager

PURPOSE OF THE REPORT:

The purpose of this report is to consider the nomination and attendance of Councillors and/or appropriate staff at the 2022 Local Government NSW Annual Conference to be held from 23 to 25 October 2022. In addition Council may wish to submit motions for consideration at the Conference.

EXECUTIVE SUMMARY:

Due to the nature of the Conference and its relevance to Council's business, Council may wish to consider representation at the Conference and may also wish to submit motions for consideration at the Conference.

RECOMMENDATION:

That:

1. The report be received and noted.
2. Attendance of nominated Councillors and staff as considered by the General Manager, at the 2022 Local Government NSW Annual Conference at an approximate cost of \$2,650 plus travel expenses per delegate be considered.
3. The nomination of five Councillor voting delegates, for voting on Conference motions be considered.
4. Council consider whether to submit any motions to the 2022 Local Government NSW Annual Conference.
5. After participating in the Conference, delegates provide a written report to the General Manager detailing the proceedings and findings, as well as any other aspects of the Conference relevant to Council business and/or the local community.

BACKGROUND

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

The 2022 Local Government NSW Annual Conference will be held in the Hunter Valley from 23 to 25 October 2022. Cost of attendance at the Annual Conference will be approximately \$2,650 plus travel expenses per delegate.

Total Budget for Financial Year 2022/2023	\$20,000
Expenditure to date	\$Nil
Outstanding Commitments	\$Nil
Budget balance as at 1 July 2022 (approx. including outstanding commitments)	\$20,000

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Voting Delegates

The Council is entitled to have five voting delegates at the Conference and voting delegates must be registered to attend the Conference.

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

Motions

Local Government NSW has called for motions to be considered at the Conference. Local Government NSW have requested councils to submit any motions as soon as possible. Information on the LGNSW website indicates that motions being open via its portal until Monday, 29 August 2022. There is however a hard deadline of 25 September 2022 for the submission of Conference motions.

Local Government NSW have advised that proposed motions should be strategic, affect members state-wide and introduce new or emerging policy issues and actions.

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

1. Are consistent with the objects of Local Government NSW (see Rule 4 of the Local Government NSW rules).
2. Relate to or concern local government as a sector in NSW and/or across Australia.
3. Seek to establish or change policy positions of Local Government NSW and/or improve governance of the Association (noting that the Local Government NSW Board is responsible for decisions around resourcing and campaigns or operational activities, and any necessary resource allocations will be subject to the Local Government NSW budgetary process).
4. Have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws).
5. Are clearly worded and unambiguous in nature.
6. Do not express preference for one or several members over one or several other members.

The format of motions, as much as possible, should call on a specific body (e.g. LGNSW, state government, federal government, a specific department or minister) and have a specific outcome that the motion is aiming to achieve. The wording should be unambiguous.

Attached as Attachment 1 to this report is the Local Government NSW 2022 Annual Conference Motion Submission Guide.

In 2021 the Annual Conference was held on-line on 29 November 2021. No Motions were considered at the 2021 Annual Conference, and following the Local Government Elections, Local Government NSW held a Special Conference on 28 February to 2 March 2022 during which Motions were considered. Council submitted one motion concerning refining post-disaster planning approval processes.

Councillors also have the option of proposing motions during the Council meeting. Motions conforming with the abovementioned criteria, together with related general rationale, need to be submitted by Tuesday, 26 July 2022 to the Manager Corporate Services and Governance, to enable motions to be considered at the Ordinary meeting on Tuesday, 9 August 2022.

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Relevant Legislation

The Payment of Expenses and Provision of Facilities to Councillors Policy is applicable to attendance at the Annual Conference. The Policy makes provision for the payment of costs associated with Councillors attending conferences, including the Local Government NSW Annual Conference.

DISCUSSION

Consideration should be given to the relevance of the Conference to Council's business and available budget to cover costs of attendance. Consideration is also required on whether Council submit any motions to the Conference.

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

COMMUNITY ENGAGEMENT

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

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Community Outcome and Long Term Objective within the CSP.

Reliable Council

4.1 Provide representative, responsive and accountable governance.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications. The expenditure applicable is provided for in the 2022/2023 Adopted Operational Plan.

ATTACHMENTS:

AT - 1 Local Government NSW 2022 Annual Conference Motion Submission Guide - (*Distributed under separate cover*).

oooO END OF REPORT Oooo

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INFRASTRUCTURE SERVICES

Item: 127 **IS - Rising Main C Failure - (95495)**

Previous Item: 94, Ordinary (10 May 2022)

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to advise Council of the events surrounding the failure of Sewer Rising Main C under South Creek and action taken to date, in response to the Council's resolution of 10 May 2022.

EXECUTIVE SUMMARY:

Council, at its Ordinary Meeting of 10 May 2022, resolved:

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

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

On 17 January 2022, Council's operational staff discovered a failure in sewer rising main C located on the eastern bank of the South Creek. To protect the environment Council staff switched off the pump station ceasing sewage flow through the rising main and tankers were organised to transport the raw sewage from the pump station into the treatment plant which has continued to date.

The permanent works are nearing completion and sewage has been tankered by various contractors throughout the period of service disruption, save the period of time the pump station was inaccessible due to flooding in March and April of this year.

There have been a number of challenges with the permanent repairs to the rising main, including two major flood events earlier in the year and another in July 2022 and unfavourable latent conditions relating to acid sulphate soils. Council's focus has first and foremost been to restore the rising main's function.

RECOMMENDATION:

That Council receive the report on the failure of Sewer Rising Main C and note the information within it.

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BACKGROUND

Council's Sewer Pump Station C (SPS-C) and Sewer Rising Main C (SRM-C) collect and transport sewage from Windsor and South Windsor, servicing approximately 3,600 customers, to the McGraths Hill Sewage Treatment Plant located in Mulgrave. SRM-C traverses from behind Windsor Toyota across South Creek to the McGraths Hill sewage treatment plant and was constructed in 1938. A plan of Rising Main C is attached as Attachment 1 to this report.

On the morning of Monday, 17 January 2022, a failure was detected in SRM-C with the main isolated and Council's pollution incident response management plan activated that day.

Council commenced the carting of sewage from SPS-C on Monday, 17 January 2022 and made arrangements for suitably qualified and experienced contractors to attend the site on the following day, to commence the process of making the permanent repairs.

The permanent repairs commenced on 13 April 2022 and have been hampered by the flood events and generally prevailing wet conditions. It remains to be seen the extent of impacts from this most recent flooding, with the drill sites still inaccessible.

Location Plan

A plan of Rising Main C is attached as Attachment 1 to this report.

Relevant Legislation

Part 3, Division 2 (Sections 55-66) of the Local Government Act 1993
Local Government (General) Regulation 2021
Protection of the Environment Operations Act 1997 and Regulations

DISCUSSION

In response to Council's resolution the following advice is provided:

Cause of failure

Council is currently undertaking repair measures and will further investigate the cause location by trying to access the failure point when it is safe to do so, particularly given the recent flooding. This will include, where it is possible, both internal examination utilising CCTV and excavation to expose the failure, if it is possible to achieve this. Prior to undertaking this work, the new main must be cut in and commissioned to allow for the emptying of the now redundant section.

Maintenance schedules for Rising Main C for the period January 2022 to March 2022

Maintenance for SRM-C extends to undertaking routine visual inspections of the pipe alignment. As these pipes are buried, at a maximum depth 4m for SRM-C and under pressure, it is not possible to undertake either an internal or external inspection except during times of shut down.

During the period January to March 2022 no inspections were undertaken due to the wet weather and dangerous ground conditions. The last two inspections for rising main C occurred on 9 June 2021 and 27 October 2021.

The pump stations are inspected on a fortnightly basis.

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During the reconstruction of SPS-C in 2017, a condition assessment was undertaken on SRM-C. The condition assessment included physical analysis, qualitative risk assessment and economic analysis of the rising main. The assessment identified that, based on a failure mechanism arising from a 1 in 100-year flood event the remaining life expectancy was:

- 14 years based on physical modelling; and
- 18 years based on economic modelling.

Additionally, the Condition Assessment Report concluded:

- The pipe sample showed no significant internal corrosion due to the protection provided by the cement lining.
- Physical modelling (considering both asset capacity and loads) also indicated the pipe should not require renewal under normal loading conditions.
- The results supported other lines of evidence in that remaining economic life does not justify immediate renewal.

The replacement of Rising Main C had been planned to be undertaken in 2029/2030 and in turn had been included within the current 10-year sewer long term financial plan.

Cartage Costs

Since the failure of SRM-C C on 17 January 2022 tankers have been used to cart sewage from SPS-C to the treatment plants. To date the cost incurred for this activity is \$3,161,527.39. Prior to the July flood, the forecast cartage costs were anticipated to amount to \$6 million in total. There has been up to seven tankers used during extreme wet weather however between three and four tankers are normally used during dry weather.

Council has identified the impacts of the July flood in its initial Disaster Recovery Funding Arrangements notification to Resilience NSW and anticipates that the costs associated with any scope change or additional cartage costs arising from the floods, will be eligible for reimbursement under the Arrangements.

Mitigating Future Failures

The failure mechanism, that is the cause, is yet to be determined, so it is not necessarily possible to use the lessons learned from this event to inform practices to mitigate against future failures.

Notwithstanding this, Council has acted promptly to organise the repair works, which commenced on 13 April 2022. The main repair works include boring under the bed of South Creek and placing a new 350mm polyethylene pipe to connect to the existing pipe at each end past the banks of South Creek. These new connection points will provide a greater degree of future resilience, being located further from the banks of South Creek.

Following completion of the preliminary repair works to provide safe and stable access to the location of the Incident, Council will resume its investigation of the cause of the Incident. The failed pipe will be examined and tested, where possible both internally and externally.

Additionally, Council has commenced a service review process, to examine the operating environment within which the Wastewater Business operates and the risks and opportunities present. The outcome of this process will guide Council on the future operation of the business, having regard to value for money, risk and other environmental, social and governance considerations.

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters which constitute a trigger for Community Engagement under Council's Community Engagement Policy. The community engagement process proposed in this report meets the criteria for the minimum level of community engagement required under Council's Policy.

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The following engagement has been undertaken in relation to the SRM break.
Incident response:

- Activation of Pollution Incident Response Management Plan
- Letter box drop to premises in proximity to the SRM and SPS
- Media releases
- Signage downstream at South Creek, Governor Philip Park (including boat ramp) and the Hawkesbury River
- Agency notification:
 - NSW EPA
 - NSW Health
 - Safe Work NSW
 - Fire and Rescue NSW

Design and Construction

During investigative activities and the initial stages of construction, access to the SPS-C and staging area have been through the right of carriageway benefiting Council through Windsor Toyota and by arrangement with Hawkesbury Hospital through their car park.

Engagement with the affected businesses continues throughout the restoration works.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Community Outcome and Long Term Objective within the CSP.

Protected Environment and Valued History

- 2.5 Value, protect and enhance our waterways and wetlands with an emphasis on using local resources and key partnerships.

FINANCIAL IMPACT

The response to the failure and permanent restoration have direct financial implications for the Sewer Fund, which is separate to Council's General Fund. The expenditure already incurred and forecast to be incurred was not provided for the Operational Plan and will be reflected in future quarterly budget adjustments.

The forecast costs associated with the failure are summarised below:

Cartage, testing, sampling and make good costs are forecast to be \$6 million total. This reflects the extended timeframes for the permanent reconstruction. The reconstruction cost has now been revised to be \$9.4 million. It should be noted that this estimate is subject to final costing being provided by the contractor and does not reflect the impacts of the July flood.

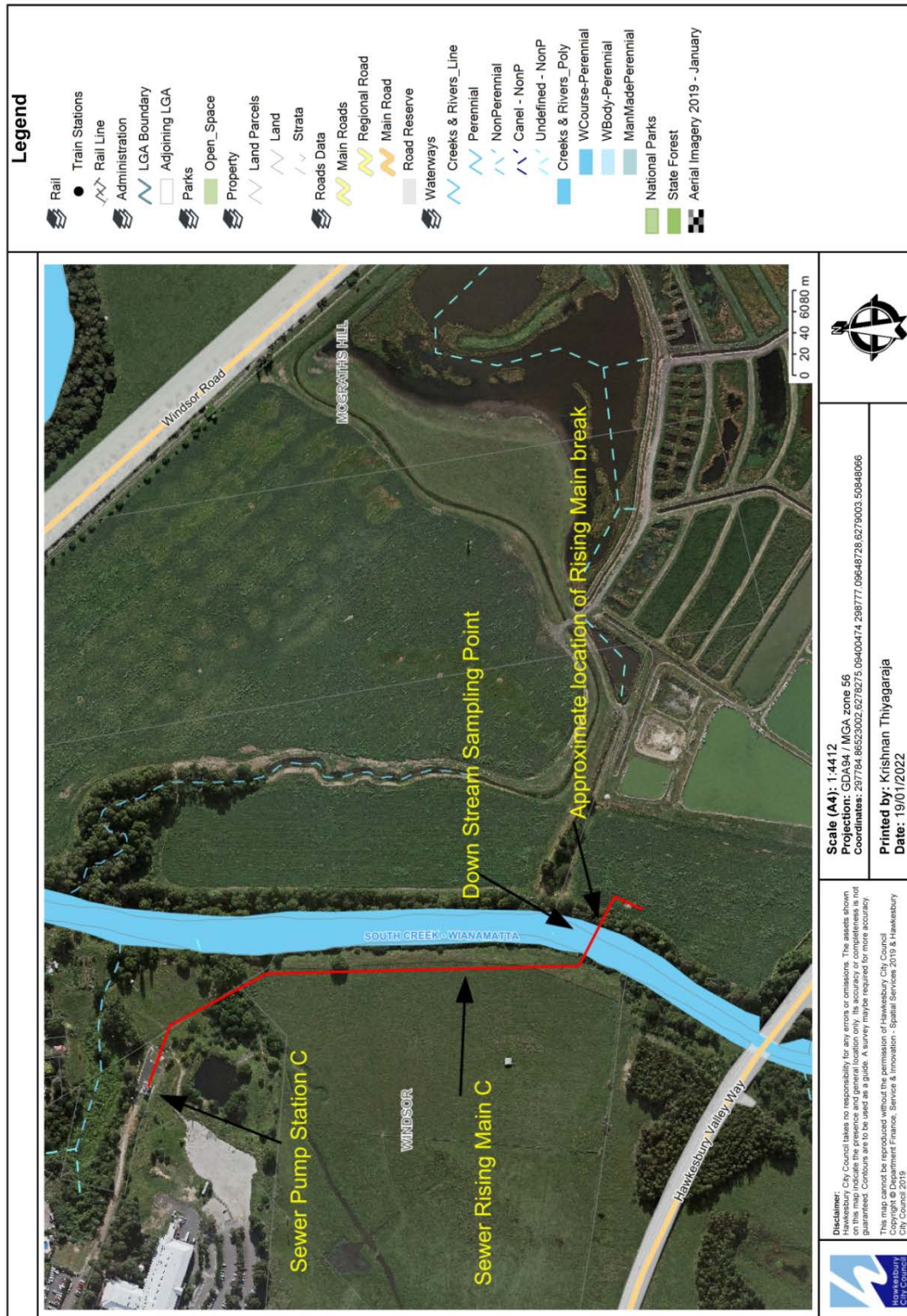
The primary drivers of the increase in cost have been addressing the ground conditions, including the need to bore deeper in order to maintain a pipe alignment within the easement, the extraction, treatment and disposal of acid sulphate soils and the impacts of the March and April floods which necessitated the construction of more significant temporary access roads across the flood plain.

ATTACHMENTS:

AT - 1 Plan of Rising Main C.

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AT - 1 Plan of Rising Main C



oooO END OF REPORT Oooo

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Item: 128 **IS - Road Naming Proposal Vineyard Precinct Stage 1 - Part 2 - (95495)**

Previous Item: 037, Ordinary (22 February 2022)

Directorate: Infrastructure Services

PURPOSE OF THE REPORT:

The purpose of this report is to advise Council of a road naming proposal for new public roads associated with the Vineyard Precinct Stage 1, in the suburbs of Vineyard and Oakville. This is a continuation of the first report.

EXECUTIVE SUMMARY:

The future subdivision within the suburbs of Vineyard and Oakville, known as Vineyard Precinct Stage 1, bounded by Windsor, Boundary, Menin and Chapman Roads, will result in the creation of approximately 75 to 80 new public roads.

Due to the size of this development and the multiple applicants/developers for this site, this is the second stage of the road naming process. The first report was presented to Council at the Ordinary Council meeting of 22 February 2022, whereby a list of 49 names was endorsed without any objections being received during the consultation process. This report is the second to commence the road naming process and extend the number of available road names by a further 39 names. This will provide a list of 88 road names. It is proposed to take on a collaborative approach with the developers, in encouraging road name proposals from developers and incorporating them with Council's list of names. The names and layout of the proposed new roads are provided in Attachments 1 and 2 to this report.

This report recommends that Council support public advertising for the naming associated with the Vineyard Precinct Stage 1 – Part 2 for a period of 28 days to seek comments on the proposal.

RECOMMENDATION:

That Council:

1. In accordance with the requirements of the NSW Roads Act 1993, places on public exhibition the road names listed in Attachment 2 to this report, in Vineyard and Oakville, for a period of 28 days.
 2. At the expiration of the public notification period outlined in Part 1 above, the following action be taken:
 - a) Should any material submissions of objection be received regarding the proposed Road Naming Proposal Vineyard Precinct Stage 1 – Part 2, a further report be submitted to Council, or
 - b) Should no material submissions of objection be received, Council adopt the Road Naming Proposal as shown in Attachment 2 to this report.
-

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BACKGROUND

The future subdivision shared between the suburbs of Vineyard and Oakville, known as Vineyard Precinct Stage 1, bounded by Windsor, Boundary, Menin and Chapman Roads, will result in the creation of approximately 75 to 80 new public roads requiring naming.

Due to the size of this development and the multiple applicants/developers for this site, there will need to be an ongoing, staged process for the naming of roads within this development. This is the second round of the road naming process.

It is proposed to take a collaborative approach with the developers, encouraging road name proposals from developers and incorporating them with Council's list of names. To provide some order to the road naming proposals, a number of themes, as per the part 1 naming process, have been identified to guide naming of the roads. These themes are related to; local flora and fauna, names connected to the history of the area. Some of these names were sourced by local historians. The names and layout of the proposed new roads are provided in Attachments 1 and 2 to this report.

Relevant Legislation

Roads Act 1993

DISCUSSION

The NSW Address Policy and User Manual (October 2019) applies to all roads in NSW regardless of custodianship and maintenance agreements. Under this Policy and User Manual, all roads shall be authoritatively named in accordance with the principles of road naming. Road naming is legislated under the New South Wales Roads Act 1993.

The purpose of developing the list of names is to have an approved register of road names available for use which will assist in making the road naming process more efficient. It is envisaged that as a road is created, the developer will be able to select a name contained within the approved list or, alternatively, nominate road names for consideration by Council.

Pre-approval for the use of the 39 names has been sought and provided by the Geographical Names Board of New South Wales (GNB), a process which takes into account an evaluation of the surrounding Local Government Areas as well as the Hawkesbury Local Government Area for any duplication or similarity with existing road names.

The list of attached names conforms to the guidelines and principles of the New South Wales Road Naming Policy and it is recommended that public comment be sought under the requirements of the Roads Act 1993, for these names.

An emerging consideration is the opportunity to incorporate names which contribute to achieving the outcomes of Council's Reconciliation Action Plan (RAP), which is presently in draft form.

Council's first RAP is currently being developed jointly by a working group comprised of Aboriginal and Torres Strait Islander community members and Council staff. The draft plan includes an action to "*Review existing signage (e.g. Local Government Area entry, sites of cultural significance) and identify opportunities for new signage throughout the region*". Once the Plan is finalised and adopted, Council will work with the working group to develop a framework by which signage is reviewed and names of cultural significance, which will include road naming can be recommended.

COMMUNITY ENGAGEMENT

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

It is proposed that Council undertake the following community engagement process in compliance with Council's Community Engagement Policy, the New South Wales Roads Act 1993, the New South Wales

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Roads Regulation 2018 and the NSW Address Policy and User Manual. The consultation required is a minimum of 28 days and involves the following:

- Advertisement on Council's web page and social media site
- Notice created on the Geographical Names Board of New South Wales road naming portal.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Community Outcomes and Long Term Objectives within the CSP.

Great Place to Live

- 1.4 Facilitate the delivery of infrastructure through relevant agencies for Council's own works.
- 1.7 Encourage broad and rich celebration of our local culture and significant heritage.

Protected Environment and Valued History

- 2.1 Value, protect and enhance our historic built environment as well as our relationship to Aboriginal and non-Aboriginal history.

FINANCIAL IMPACT

There are no financial implications applicable to this report.

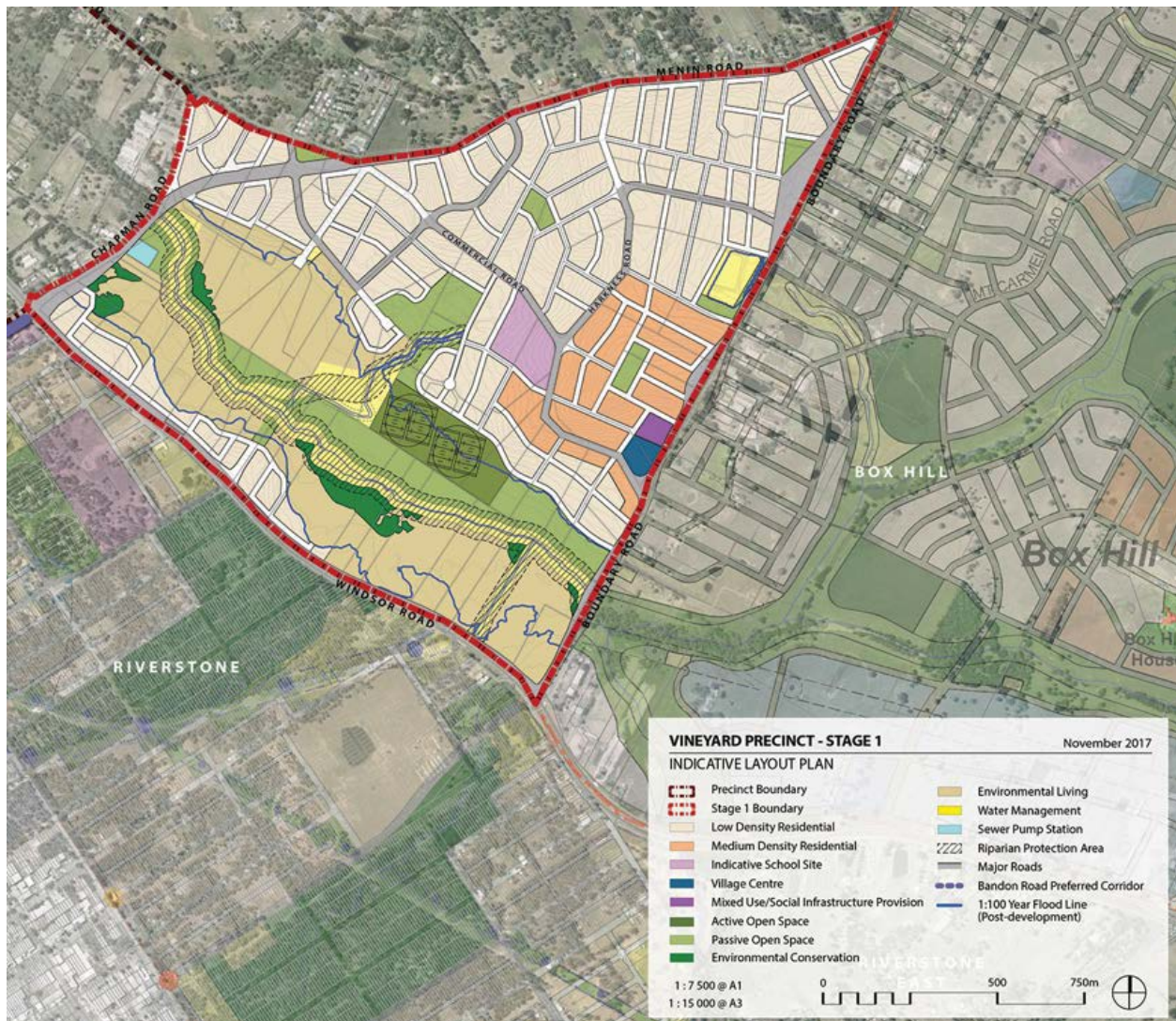
ATTACHMENTS:

AT - 1 Locality Plan.

AT - 2 List of Proposed Names.

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AT - 1 Locality Plan



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AT - 2 List of Proposed Names

#	Road Name	Theme
1	Agst	Early produce grower and established poultry yards
2	Bertram	WW1 soldier
3	Bitterpea	Local flora
4	Blacket	Architect and engineer
5	Clements	WW1 soldier
6	Clout	WW1 soldier
7	Cranberry	Local flora
8	Creeper	Local flora
9	Cuneen	WW1 soldier
10	Forssberg	WW1 soldier
11	Godwit	Local fauna
12	Harding	WW1 soldier
13	Honeyeater	Local fauna
14	Honeymyrtle	Local flora
15	Jackson	WW1 soldier
16	Laggan	Original local land grantee
17	Lantana	Local flora
18	Latham	Original local land grantee
19	Lovegrass	Local flora
20	McKeever	Original local land grantee
21	Moran	Original local land grantee
22	Mudlark	Local fauna
23	Ouvrier	WW1 soldier
24	Pilon	Original local land grantee
25	Pipistrelle	Local fauna
26	Powe	Mushroom farmer
27	Piora	Early mushroom producers originally from Italy
28	Rabey	WW1 soldier
29	Redgum	Local flora
30	Robin	Local fauna
31	Sanders	First commercial grower in the Hawkesbury mushroom industry
32	Sims	Original local land grantee
33	Stockwell	Original local land grantee
34	Suttor	Original local land grantee
35	Taylor	WW1 soldier
36	Treecreeper	Local fauna
37	Warbler	Local fauna
38	Whiteroot	Local flora
39	Wiese	Prussian born farmer and stonemason

oooO END OF REPORT Oooo

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SUPPORT SERVICES

Item: 129 **SS - Investment Report - May 2022 - (95496)**

Previous Item: 097, Ordinary (25 May 2021)

Directorate: Support Services

PURPOSE OF THE REPORT:

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

EXECUTIVE SUMMARY:

This report indicates that Council held \$75.55 million in investments as at 31 May 2022 and outlines that all investments were made in accordance with the Act, the Regulation and Council's Investment Policy.

RECOMMENDATION:

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

BACKGROUND

Council held \$75.55 million in investments as at 31 May 2022. Details on the composition of the Investment Portfolio, and its compliance with Council's Investment Policy are provided below. Details include the financial institutions with which the investments were made, the maturity date (where applicable), the rate of return achieved, the credit rating of the institutions both in the short term and the long term, the percentage of the total portfolio, exposure to credit ratings bands and the spread of maturities.

1. Composition of Investment portfolio

Tables 1 to 3 below provide details regarding the \$75.55 million in investments held as at 31 May 2022.

Table 1 – Summary of Council's Investment Portfolio as at 31 May 2022

Product Type	Face Value	% of Total
At Call Deposits	\$4,002,816	5.3%
Term Deposits - Fixed Rate	\$69,500,000	92.0%
NSWTCorp Cash Fund	\$1,132,495	1.5%
NSWTCorp Long Term Growth Fund	\$918,370	1.2%
Grand Total	\$75,553,681	100.0%

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

Long Term Credit Rating	Face Value	% of Total
AA-	\$66,502,816	88.0%
BBB+	\$7,000,000	9.3%
NSWTCorp Managed Funds	\$2,050,865	2.7%
Grand Total	\$75,553,681	100.0%

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Table 3 – Fixed Term Deposits

Institution	Long Term Rating	Short Term Rating	Maturity	Rate	Face Value
Bank of Queensland	BBB+	A-2	28-Oct-22	1.95%	\$2,500,000
			04-Mar-24	1.70%	\$2,000,000
ME Bank (part of BOQ)	BBB+	A-2	03-Jun-22	0.50%	\$1,500,000
			09-Dec-22	0.70%	\$1,000,000
Commonwealth Bank of Australia	AA-	A-1+	27-Jun-22	0.34%	\$1,000,000
			21-Jul-22	0.41%	**\$2,000,000
			10-Aug-22	1.47%	\$4,000,000
			29-Sep-22	0.52%	\$1,000,000
			28-Nov-22	0.46%	\$2,000,000
			08-Dec-22	0.46%	\$1,000,000
			02-Mar-23	0.85%	\$2,000,000
			21-Apr-23	2.20%	\$2,000,000
			05-May-23	3.08%	\$2,000,000
			20-Nov-23	0.65%	\$1,000,000
			10-Apr-24	3.01%	\$2,000,000
National Australia Bank	AA-	A-1+	03-Jun-22	0.36%	\$3,500,000
			27-Jun-22	0.32%	\$2,000,000
			07-Jul-22	0.35%	\$1,000,000
			22-Sep-22	0.35%	\$2,000,000
			29-Dec-22	0.45%	\$3,000,000
			22-Feb-23	0.50%	\$2,000,000
			08-Mar-23	0.50%	\$1,000,000
			08-Sep-23	0.60%	\$1,000,000
			19-Aug-24	0.75%	\$3,000,000
			10-Sep-24	0.80%	\$1,000,000
			19-Nov-24	0.75%	\$1,000,000
			15-Jan-25	0.80%	\$500,000
			05-Mar-25	1.05%	\$1,500,000
			03-Nov-25	0.95%	\$500,000
			19-Nov-25	0.90%	\$500,000
			13-Jan-26	1.00%	\$500,000
Westpac	AA-	A-1+	04-Mar-26	1.30%	\$1,500,000
			22-Jun-22	0.35%	\$3,500,000
			07-Jul-22	0.35%	\$2,000,000
			30-Sep-22	0.34%	\$3,000,000
			11-Jan-23	0.79%	**\$3,000,000
			10-Feb-23	0.88%	**\$2,000,000
			11-Apr-23	1.86%	\$1,500,000
			09-Jun-23	0.90%	**\$1,000,000
			10-Nov-23	1.11%	**\$1,000,000
Grand Total					\$69,500,000

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

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2. Environmental, Social and Governance (ESG) Investments

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

Table 4 – ESG Investments

Institution	Long Term Rating	Short Term Rating	Maturity	Rate	Face Value
Commonwealth Bank	AA-	A-1+	21-Jul-22	0.41%	\$2,000,000
Westpac	AA-	A-1+	11-Jan-23	0.79%	\$3,000,000
	AA-	A-1+	10-Feb-23	0.88%	\$2,000,000
			09-Jun-23	0.90%	\$1,000,000
			10-Nov-23	1.11%	\$1,000,000
Grand Total					\$9,000,000

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

Product Type	Face Value	% of Total
Environmental, Social and Governance (ESG)	\$9,000,000	12.9%
Other	\$66,553,681	87.1%
Grand Total	\$69,500,000	100.0%

3. Compliance to Investment Policy

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

Table 6 – Exposure Limits to credit ratings bands

Long-Term Credit Rating	Exposure of Entire Portfolio		
	Actual	Maximum	Compliant
AAA to AA- or Major Bank and below	97.3%	100%	Yes
A+ to A- and below	9.3%	50%	Yes
BBB+ to BBB and below	9.3%	40%	Yes
BBB- and below	0%	10%	Yes
NSWTCorp Funds	2.7%	20%	Yes

Table 7 – Term to Maturity

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

4. Portfolio Return

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

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Table 8 – Portfolio Return

31 May 2022	Weighted Average Monthly Return
Hawkesbury City Council – Investment Portfolio	0.078%
Benchmark – Bloomberg Ausbond Bank Bill Index	0.035%
Performance Relative to Benchmark	0.043%

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

Relevant Legislation

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

Investment Certification

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

DISCUSSION

Council's investments and returns achieved are driven and impacted by economic and market conditions. Council's Investment Advisor, Amicus Advisory Pty Ltd, has reviewed Council's investments as at 31 May 2022 and has advised as follows:

- *Council's investment portfolio annual return is around 53bps above the Bank Bill index. This return excludes at Call Accounts and NSW TCorp Managed Funds. However as explained in the April Monthly Report, the benchmark index contains a large negative mark to market which will unwind in the coming months so performance relative to benchmark will fall from current levels.*
- *Overall, exposures to individual entities and to credit limits have been well managed. Amicus generally recommends its clients operate with "buffers" between policy limit maximums and minimums to provide flexibility and avoid breaches, which is the strategy adopted by Hawkesbury City Council. Council is operating within these buffers and has capacity within its existing investment policy to expand its range of investments.*
- *To clarify the term "buffers" when used in relation to the difference between the portfolio holding and the maximum limit under the policy, the maximum limit remains the limit and the "buffer" should not be subtracted from this limit. This being said, Amicus advocates that "buffers" should be maintained under the normal course of operation for two main reasons. Firstly, and most importantly, if the portfolio is not close to any of its limits it gives greater flexibility if an attractive investment opportunity arises as this can be easily purchased within policy limits (for example if a particular ADI is running a "special" rate for term deposits). Secondly, if the portfolio holdings are at the maximum limits inadvertent technical breaches of the policy limits are far more likely to occur (particularly if the limit is a percentage one and the overall portfolio size falls).*

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- *Progress has been made in investing in ESG investments as part of the overall portfolio. However, to increase current levels, Council will need to aggressively pursue opportunities when they arise as Westpac has now reduced the rates on Westpac “Green” Term Deposits relative to “Non-Green” TDs and so this opportunity may be limited going forward.*
- *In the current investment environment, Amicus suggests Council pursues the following investment strategies with regards to any excess liquidity:*
 - *Invest in the best Term Deposit rates available within the capacity of Policy limits.*
 - *Consider investing in longer dated fixed rate investments in the current yield curve environment that is relatively steep. While interest rates may rise, taking a limited exposure to longer dated fixed rate investments to enhance current portfolio is prudent so long as these investments are with high quality institutions (Major Banks and other ADI’s rated “A” or above).*
 - *Take limited exposures to issuers outside the Major Banks in short-dated Term Deposits if rates are attractive. No more \$4 million of the total portfolio per entity is recommended based on the assumption the portfolio size will not fall below \$40 million and cause a breach of the 10% limit, i.e. \$4 million / \$75 million = 5.3% (current portfolio size), \$4 million / \$39 million = 10.3%. This is a very low risk strategy given the steps taken by the Reserve Bank of Australia to ensure no Authorised Deposit Taking Institutions will fail due to liquidity reasons in the short-term.*
 - *Consider investing in Bonds and Floating Rate Notes where the yields and risks are attractive relative to Term Deposits. The relative value of these two instruments varies with market conditions and there are commonly periods where one is more attractive than the other and vice versa. Currently FRNs are offering the more attractive margins.*
- *In the current environment with the yield curve very steep, there are larger opportunity costs for not extending the maturity profile of the portfolio. Positively, Council has managed its cash balances very well (relative to peers) and has a relatively low cash balance, but as shorter dated investments mature the potential rewards for re-investing the monies as per the strategies recommended above have increased.*

Restriction of Funds

Council’s total investment portfolio as at 31 May 2022 included funds that are restricted as to what they can be expended on.

Table 9 – Restriction of Funds

Restriction Type	Amount	%
External Restrictions - S7.11 and S7.12 Developer Contributions	\$10,336,993	13.68%
External Restrictions - Western Parkland City Liveability Program	\$2,704,634	3.58%
External Restrictions - Bushfire and Flood Grants	\$3,195,675	4.23%
External Restrictions - Other (e.g. domestic waste, sewerage)	\$11,545,799	15.28%
Internal Restrictions (e.g. election, workers compensation, Employee Leave Entitlements)	\$22,461,931	29.73%
Unrestricted	\$25,308,649	33.50%
Total	\$75,553,681	100.0%

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

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

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

COMMUNITY ENGAGEMENT

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

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Community Outcome and Long Term Objective within the CSP.

Reliable Council

4.3 Build strong financial sustainability for now and future generations.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications. The income applicable was provided for in the 2022/2023 Adopted Operational Plan.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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Item: 130 **SS - Review of Council's Investment Policy - (95496, 96332)**

Previous Item: 95, Ordinary (25 May 2021)

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to submit the reviewed Investment Policy to Council for adoption.

EXECUTIVE SUMMARY:

This report is being submitted to Council to satisfy the requirements of the then Division of Local Government (DLG) Investment Policy Guidelines, issued in May 2010, regarding the annual review of the Investment Policy.

The Investment Policy is to be reviewed at least once a year, or as required in the event of legislative changes. Any amendment to the Investment Policy must be by way of Council resolution. Accordingly, the Investment Policy has been reviewed and a Draft Investment Policy is attached as Attachment 1 to this report.

RECOMMENDATION:

That Council adopt the Investment Policy attached as Attachment 1 to this report.

BACKGROUND

On 25 May 2010, the then Division of Local Government (DLG) issued Investment Policy Guidelines to assist councils with the preparation of an Investment Policy, and the prudent and appropriate management of Council's surplus funds. The Guidelines, issued under Section 23A of the Local Government Act 1993 (the Act), apply to all general purpose and special purpose councils in NSW.

On 17 February 2011, Circular No.11-01 was issued by the DLG, advising that a revised Investment Order, pursuant to Section 625 of the Local Government Act 1993, had been issued and was applicable to investments made by local councils.

The Investment Policy Guidelines include a template for the Investment Policy. Council's Policy addresses all aspects covered by the Guidelines and the template.

The Investment Policy Guidelines can be accessed at the following link:

<https://www.olg.nsw.gov.au/sites/default/files/Investment-Policy-Guidelines-May-2010.pdf>

Relevant Legislation

Section 23A, Local Government Act 1993
Section 625, Local Government Act 1993

DISCUSSION

The current Investment Policy was adopted by Council at its meeting on 25 May 2021. At its meeting on 29 October 2019, Council appointed Amicus Advisory Pty Ltd as its Investment Advisor.

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The purpose of the Investment Policy is to establish the guidelines that Council adopts in investing funds surplus to cash flow requirements. The objectives of this Policy are:

1. To comply with the legislative requirements and regulations relevant to the management of Council's investments;
2. To maximise returns to Council consistent with all requirements of the Policy;
3. To preserve the capital of the investment portfolio. Investments are to be placed in a manner that seeks to ensure the security and safeguarding of the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters;
4. To ensure the investment portfolio has sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring significant costs due to the unanticipated sale of an investment;
5. To establish a framework for monitoring the investments. The investment portfolio is expected to achieve a predetermined market average rate of return that considers Council's risk tolerance. Any additional return target set by Council will also consider the risk limitation and prudent investment principles; and
6. To confirm delegations and other relevant governance matters in relation to Council's investments.

Under Council's Investment Policy, all investments are made in accordance with:

- The Local Government Act 1993 - Section 625
- The Local Government (General) Regulation 2021 – Clause 212
- The Local Government Act 1993 - Order (of the Minister) dated 12 January 2011 and gazetted 11 February 2011
- The Trustee Amendment (Discretionary Investments) Act 1997 – Sections 14A(2), 14C(1) & (2)
- The Local Government Code of Accounting Practice and Financial Reporting
- Office of Local Government Circulars
- Australian Accounting Standards
- Council resolutions.

Council's Investment Policy provides a framework within which investment decisions are made. Permitted investments, risk management, diversification, term, and liquidity considerations are addressed within the attached Policy. The requirements regarding measurement, benchmarking, reporting and reviewing of Council's Investments are also addressed.

A review of the current Policy has been undertaken by Council's independent Investment Advisor, Amicus Advisory Pty Ltd to ensure that the Policy:

- Is clear and easy to follow,
- Is still achieving the desired objectives considering the prevailing market conditions,
- Is consistent with other Council objectives.

The current Investment Policy has been effective in enabling Council Officers to make investment decisions that achieve a good balance between securing the optimal return whilst maintaining cash flow requirements and managing risk by diversifying across institutions and investment terms. The proposed amendments will further enhance the flexibility to optimise returns in a prudent manner.

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Following is a summary of the proposed amendments to the current Investment Policy, noting the Clause reference is in accordance with the proposed Policy numbering:

- **Clause 11.1 - Diversification** – It is proposed the limit relating to Individual Counterparty Limits for AAA rated institutions be increased from 45% to 50%; and for the AA+, AA, AA- (and Major Banks) rated institutions be increased from 40% to 50%.

These increases will provide additional flexibility to obtain higher rates of return with minimal increase in risk.

- **Clause 11.6 – Policy Breaches, Rectifications and Grandfathering** – It is proposed to replace the term “as a result of” with “due to” within the line “Is made ineligible as a result of a change to this Investment Policy”

This change will ease the understandability of this section of the Policy.

- **Clause 15.0 – Reporting and Reviewing of Investments** – It is proposed to add the word “material” to the final line within this section to become, “Any material amendment to the Investment Policy must be by of Council resolution”.

This change will improve decision making around changes to the Investment Policy, focussing attention away from minor changes that do not change the intention or operation of the Policy. All changes made as part of annual review will be reported to Council.

The amended Investment Policy is attached as Attachment 1 to this report.

COMMUNITY ENGAGEMENT

The Policy, which is the subject of this report, is being reported to Council in accordance with legislative requirements. Under these circumstances it is considered that public consultation is not required.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Community Outcome and Long Term Objective within the CSP.

Reliable Council

4.3 Build strong financial sustainability for now and future generations.

FINANCIAL IMPACT

There are no financial implications applicable to this report. The adoption of the Investment Policy, as amended, and as attached to this report provides an expanded scope regarding placing investments and consequently the potential to achieve higher returns whilst still managing the risk.

ATTACHMENTS:

AT - 1 Draft Investment Policy July 2022 - *(Distributed under separate attachment)*.

oooO END OF REPORT Oooo

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Item: 131 **ROC - Local Traffic Committee - 20 June 2022 - (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 20 June 2022.

EXECUTIVE SUMMARY:

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

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

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

RECOMMENDATION:

That Council adopt the recommendations contained in the minutes of the Hawkesbury City Council Traffic Committee meeting held on 20 June 2022.

DISCUSSION

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

- Special Event Update – Cancellation / Rescheduling of 2022 Special Events
- Special Event Matter – Hawkesbury Fest Event 2022
- General Traffic Matter – Proposed Median Island Stop Treatment at Wallace Road, Vineyard and Median Island Treatment at Tebbutt Street, Windsor

ATTACHMENTS:

AT - 1 Minutes of the Local Traffic Committee held on 20 June 2022

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AT - 1 Minutes of the Local Traffic Committee held on 20 June 2022

Minutes of the Meeting of the Local Traffic Committee held remotely on Monday, 20 June 2022, commencing at 3pm.

ATTENDANCE

Present: Councillor Mary Lyons-Buckett, Hawkesbury City Council
Ms Thera Hobbs, representing Member for Hawkesbury, Ms Robyn Preston MP
Mr Peter Bache, Transport for NSW

Apologies: Mr Steve Grady, Busways
Inspector Mark Harvey, NSW Police Force
Senior Constable Damien Mitchell, NSW Police Force
Ms Anushiya Mohandas, Transport for NSW

In Attendance: Mr Christopher Amit, Hawkesbury City Council, (Chair)
Ms Cathy Mills, Hawkesbury City Council

The Chairman tendered an apology on behalf of Ms Anushiya Mohandas, Transport for NSW advising that Ms Anushiya Mohandas, Transport for NSW concurred with the recommendations as contained in the formal agenda.

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

SECTION 1 – Minutes

Item 1.1 Confirmation of Minutes

The Committee resolved on the Motion of Councillor Mary Lyons-Buckett, seconded by Ms Thera Hobbs, that the Minutes from the previous meeting held on Monday, 9 May 2022 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 - Cancellation/Rescheduling of 2022 Special Events (Hawkesbury) - (80245)

Previous Item: LTC 9 May 2022 – Item 2.1

REPORT:

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

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The following event has been cancelled:

1. The Shahzada 400 kilometre Horse Endurance Ride Event 2022, in and around the St Albans and Macdonald Valley areas. The event was approved to be held over five days from Monday, 22 August 2022 to Friday, 26 August 2022. The Event has been Cancelled and rescheduled for 2023 with a new application for the 2023 event to be submitted in due course.

RECOMMENDATION TO COMMITTEE:

That the information be received.

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

That the information be received.

Item: 2.2 LTC - Hawkesbury Fest Event 2022 - Governor Phillip Park, Windsor - (Hawkesbury)
- (80245, 79341)

REPORT:

Introduction

An application has been received seeking approval (in traffic management terms) for Hawkesbury City Council to conduct the Hawkesbury Fest 2022 Event within Governor Phillip Park, Windsor, on Sunday, 07 August 2022.

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

The event organiser has advised:

- This is the third year this event is being held. The event was not held in 2020 and 2021 due to COVID.
- This is a community free family fun event to celebrate local government week with rides, food, markets, community stalls and activities for children.
- The event will be conducted between 10am and 3pm. The set up and pack down times are between 5am and 6pm.
- The event will be held within Governor Phillip Park located at the northern end of George Street, Windsor.
- The event is expected to attract approximately 3,000 to 5,000 spectators.

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- There will be an increase to traffic flow on roads surrounding Governor Phillip Park and there may be considerable impacts on traffic using Windsor Road, Bridge Street, Macquarie Street and Wilberforce Road.
- It is expected that residents on George Street, Palmer Street, North Street, Arndell Street and Court Street may be affected due to the increased traffic flow.
- Parking will be at Governor Phillip Park, with access to the Event Parking area provided from Palmer Street.
- Traffic controllers will manage the entry into the event car park in Palmer Street and to manage event patrons crossing the internal access road within the park to the event parking in the field adjacent to Governor Phillip Park accessed from Palmer Street and manage access to the boat ramp.
- Vehicles can approach the access point into the Event Parking area from the direction of either George Street or Court Street.
- With the completion of the new Windsor Bridge and the upgrade of the intersection of Bridge Street and George Street from a roundabout to traffic signals, access for traffic to Governor Phillip Park has changed.
- With the installation of the new traffic signals, to maintain traffic flow in Bridge Street, the right turn from Bridge Street (northbound) into George Street (eastbound) is now prohibited and all traffic is required to turn right at Court Street at the uncontrolled intersection.
- As Bridge Street is effectively one lane at Court Street, allowing event traffic to turn right at this location has the potential to increase congestion and as such it is proposed to ban the right turn into and out of Court Street at Bridge Street between 9am and 4pm on Sunday 07 August 2022.
- Traffic that would normally turn right into Court Street will be detoured over the Windsor Bridge to perform a U-turn at the new roundabout at Freemans Reach Road, return back over the Bridge and then turn left into George Street.
- Traffic turning right out of Court Street will be detoured to the traffic signals at George Street.
- All traffic movements in Court Street will be restricted to left in/left out at Bridge Street to manage event traffic, improve road safety and maintain traffic flow in Bridge Street/Windsor Road.
- A detour route will be signposted to direct vehicles travelling from the south to continue north along Bridge Street over the new Windsor Bridge and perform a U-turn at the roundabout on the northern side of the bridge at Freemans Reach Road to travel south along the Bridge and turn left into George Street.
- Vehicles travelling from the west along Macquarie Street will turn right into Bridge Street and then left into Court Street.
- VMS signs will be used to inform traffic and detour routes signposted. A VMS plan with four VMS boards located at key locations and detour plan that guides event traffic and local road network traffic has been prepared.
- VMS's will be provided to inform traffic on how to enter the Event site and will be located at;
 - Bridge Street, Windsor - North Bound near Court Street,
 - Bridge Street, Windsor - North Bound near George Street
 - Bridge Street, Windsor - South Bound near George Street
 - Macquarie Street, Windsor - East Bound near Bridge Street,

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- Approval by way of exclusive use has been sought to utilise Governor Phillip Park for the event.

Discussion

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

With the completion of the new Windsor Bridge and the upgrade of the intersection of Bridge Street and George Street from a roundabout to traffic signals, access for traffic to Governor Phillip Park has changed. The Management measures proposed have been previously discussed between Police, TfNSW and Council to ensure that traffic movement is not compromised in particular at the intersection of Bridge Street and Court Street. These measures have been utilised for other events held recently at Governor Phillip Park.

A summary of the traffic management measures is listed below:

- Temporary turn restrictions at the intersection of Bridge Street (State Road) and Court Street between 9am and 4pm on Sunday 07 August 2022.
- All traffic movements in Court Street will be restricted to left in/left out at Bridge Street (State Road) to manage event traffic, improve road safety and maintain traffic flow in Bridge Street/Windsor Road.
- A traffic control vehicle will be parked in the centre of Court Street with barrier boards and traffic cones used to delineate and enforce the No Right Turn restrictions.
- A detour route will be signposted to direct vehicles travelling from the south to travel north along Bridge Street over the new Windsor Bridge and perform a U-turn at the roundabout on the northern side of the bridge at Freemans Reach Road and then travel south along Bridge Street to turn left into George Street at the new traffic signals.
- Traffic turning right out of Court Street will be detoured to the traffic signals at George Street via either Arndell Street or Palmer Street.
- Vehicles travelling from the west along Macquarie Street will turn right into Bridge Street and then left into Court Street.
- VMS's will be used to inform traffic and all detour routes signposted.

It would be appropriate to classify the event as a "Class 2" special event under the "Traffic and Transport Management for Special Events" guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS) as the event may impact on major traffic and transport systems and there may be low scale disruption to the non-event community.

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

The event organiser has submitted the following items in relation to the event: Attachment 2 (ECM Document Set ID No: 7935898):

1. Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
2. Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
3. Special Event Transport Management Plan Template – RTA (Transport for NSW – TfNSW),
4. Special Event Traffic Management Plan and Traffic Control Plan,
5. Copy of Insurance Policy which is valid to 31 October 2022,

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6. Copy of the application to the NSW Police Force.
7. Copy of correspondence to the NSW Fire and Rescue, Hawkesbury Ambulance Service, Hawkesbury Local Area Command and Busways.

RECOMMENDATION TO COMMITTEE:

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <https://www.hawkesbury.nsw.gov.au/your-council/events/traffic-management-for-special-events>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the Transport for NSW – TfNSW (formerly RTA/RMS) "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Hawkesbury Fest 2022 event within Governor Phillip Park, Windsor, on Sunday, 07 August 2022 be classified as a "Class 2" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser and the event organiser is to ensure that the current Public Health (COVID-19 General) Order 2022 under the Public Health Act 2010 (NSW), as a minimum, is adhered to and changes to the Public Health Order may lead to the event being cancelled/postponed.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted, the following traffic control measures:
 - Temporary turn restrictions at the intersection of Bridge Street (State Road) and Court Street between 9am and 4pm on Sunday 07 August 2022. All traffic movements in Court Street will be restricted to left in/left out at Bridge Street to manage event traffic, improve road safety and maintain traffic flow in Bridge Street/Windsor Road.
 - Partial road closure permitted at the access point into Governor Phillip Park at the intersection of George Street and Palmer Street, Windsor between 9am and 4pm on Sunday 07 August 2022, with access only provided for event vehicles and those vehicles towing a boat and wishing to access the boat ramp.

and the following conditions:

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current

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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. The event organiser must have a risk assessment that includes COVID-19 risk and must have a COVID-19 Safety Plan developed;
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; a copy of the Police Force approval to be submitted to Council;
- 4d. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) due to the traffic movements and restrictions along Bridge Street (State Road) and its intersections with George Street and Court Street, Windsor and the proposed turn restrictions at the intersection of Bridge Street and Court Street between 9am and 4pm on Sunday 07 August 2022 where all traffic movements in Court Street will be restricted to left in/left out at Bridge Street; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4e. As the event requires traffic control on a public road, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy the road;
- 4f. the event organiser is to obtain approval from the respective Landowners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4g. the event organiser is to obtain written approval from Councils' Parks and Recreation Section for the use of Governor Phillip Park;
- 4h. the event organiser is to advertise the event in the local press stating the entire extent of the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, two weeks prior to the event; a copy of the proposed advertisement to be submitted to Council (indicating the advertising medium);
- 4i. the event organiser is to notify the details of the event to the NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4j. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4k. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; a copy of the correspondence to be submitted to Council;
- 4l. the event organiser is to submit the completed " Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

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During the event:

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

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <https://www.hawkesbury.nsw.gov.au/your-council/events/traffic-management-for-special-events>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the Transport for NSW – TfNSW (formerly RTA/RMS) "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Hawkesbury Fest 2022 event within Governor Phillip Park, Windsor, on Sunday, 07 August 2022 be classified as a "Class 2" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser and the event organiser is to ensure that the current Public Health (COVID-19 General) Order 2022 under the Public Health Act 2010 (NSW), as a minimum, is adhered to and changes to the Public Health Order may lead to the event being cancelled/postponed.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted, the following traffic control measures:
 - Temporary turn restrictions at the intersection of Bridge Street (State Road) and Court Street between 9am and 4pm on Sunday 07 August 2022. All traffic movements in Court Street will be restricted to left in/left out at Bridge Street to manage event traffic, improve road safety and maintain traffic flow in Bridge Street/Windsor Road.

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- Partial road closure permitted at the access point into Governor Phillip Park at the intersection of George Street and Palmer Street, Windsor between 9am and 4pm on Sunday 07 August 2022, with access only provided for event vehicles and those vehicles towing a boat and wishing to access the boat ramp.

and the following conditions:

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (Information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally, Council has an events template which can be provided to assist in identifying and controlling risks);
- 4b. the event organiser is to assess the risk and address the suitability of the entire site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the site by the event organiser prior to the event. The event organiser must have a risk assessment that includes COVID-19 risk and must have a COVID-19 Safety Plan developed;
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; a copy of the Police Force approval to be submitted to Council;
- 4d. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) due to the traffic movements and restrictions along Bridge Street (State Road) and its intersections with George Street and Court Street, Windsor and the proposed turn restrictions at the intersection of Bridge Street and Court Street between 9am and 4pm on Sunday 07 August 2022 where all traffic movements in Court Street will be restricted to left in/left out at Bridge Street; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4e. As the event requires traffic control on a public road, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy the road;
- 4f. the event organiser is to obtain approval from the respective Landowners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4g. the event organiser is to obtain written approval from Councils' Parks and Recreation Section for the use of Governor Phillip Park;
- 4h. the event organiser is to advertise the event in the local press stating the entire extent of the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, two weeks prior to the event; a copy of the proposed advertisement to be submitted to Council (indicating the advertising medium);
- 4i. the event organiser is to notify the details of the event to the NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;

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

During the event:

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

Item: 2.3 LTC - Proposed Median Island Stop Treatment at Wallace Road, Vineyard and Median Island Treatment at Tebbutt Street, Windsor - (Hawkesbury) - (80245, 73625, 123265, 147643)

REPORT:

Funding has been provided under the 2021/2022 Safer Local Government Roads Program to improve the safety and functionality of the following two intersections:

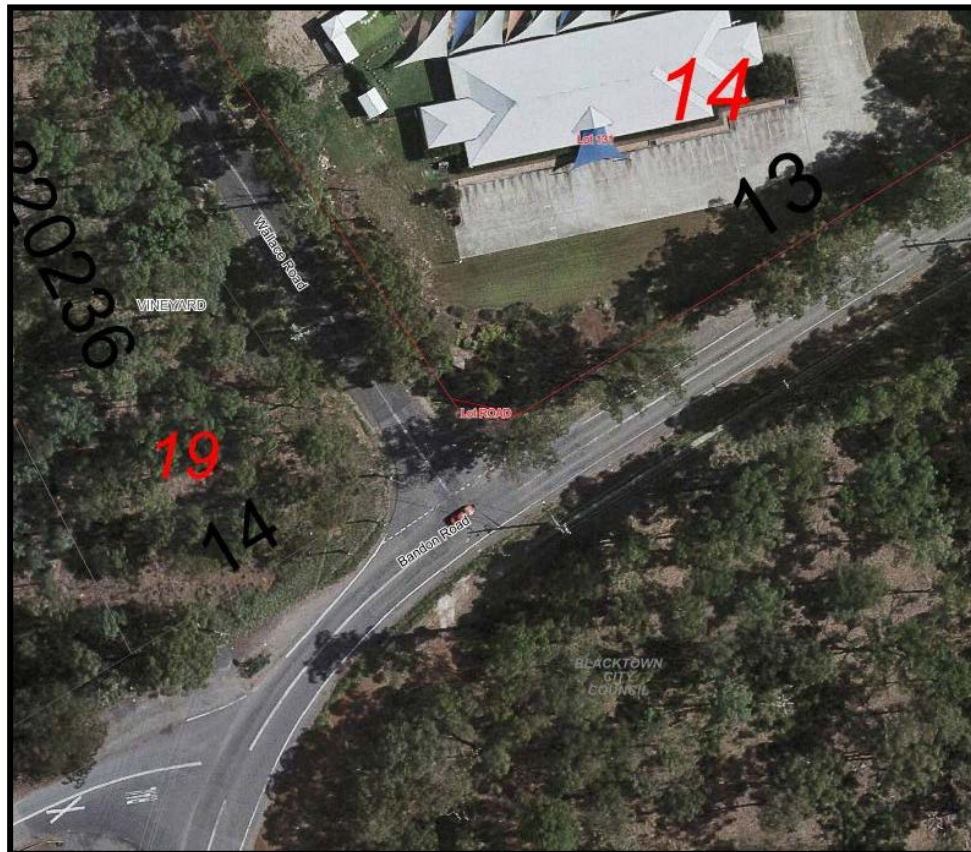
- 1. Bandon Road and Wallace Road, Vineyard (Project P.0070054) (\$142,000)
- 2. Tebbutt Street and George Street, Windsor (Project P.0070056) (\$45,000)

These locations, as a result of their injury crash history, have met the criteria for the funding. The works will include the installation of a Median Island Stop Treatment (MIST) in Wallace Road and a Median Island Treatment (Pedestrian Refuge) with a Giveway control in Tebbutt Street which includes for both sites a raised median traffic island, pavement widening, line marking and signage.

- 1. Intersection Details Bandon Road and Wallace Road:

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The speed limit on both Bandon Road and Wallace Road is 60kph in the vicinity of this intersection.



The Crash pattern at this intersection is made up of Right Near and Cross Traffic Crashes. There were two recorded accidents between 1/07/2014 and 30/06/2019, which were both Injury Accidents. The provision of the central median island in Wallace Road incorporating a Stop sign (MIST) and the associated works outlined in Attachment 1 will improve traffic safety through better definition of the intersection layout, vehicle turning paths as well as defining the termination of Wallace Road at Bandon Road. The change from Giveway to Stop is in line with improving sight lines for vehicles at the intersection.

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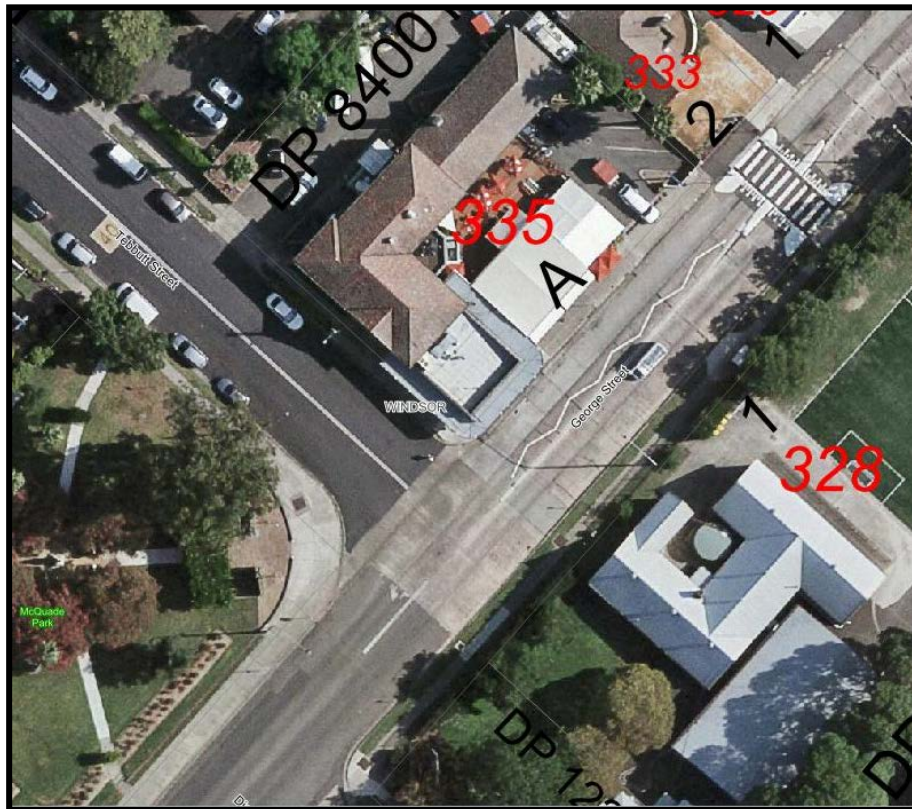
Figure 2: Crash Diagram Bandon Road and Wallace Road.

2. Intersection Details Tebbutt Street and George Street:

At present the intersection of Tebbutt Street and George Street is a T-intersection with Tebbutt Street operating under a default Giveway control where it intersects with George Street.

The speed limit on both Tebbutt Street and George Street is 40kph, in the vicinity of this intersection.

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The Crash pattern at this intersection is made up of Right Rear and Cross Traffic Crashes. There were two recorded accidents between 1/07/2014 and 30/06/2019, which were both Injury Accidents. The provision of the central median island in Tebbutt Street incorporating a Giveway control and the associated works outlined in Attachment 2 will improve pedestrian and traffic safety through better definition of the intersection layout, vehicle turning paths as well as defining the termination of Tebbutt Street at George Street.



Figure 4: Crash Diagram Tebbutt Street and George Street

The implementation of the Median Island will also act as a Pedestrian Refuge to enable pedestrians to cross Tebbutt Street in a safer manner which will require changes to the existing parking zones in Tebbutt Street. The proposed changes to the existing parking zones are to ensure minimum sight distance and vehicle manoeuvring requirements are met. The mandatory No Stopping zone of 10metres will be extended by a further 20metres on both sides of Tebbutt Street.

The median island and pedestrian refuge will result in the loss of approximately 6 parking spaces and is balanced by the safety improvements provided for both drivers and pedestrians. The provision of this facility is also in line with the works proposed as part of the Liveability project for Windsor to improve the pedestrian desire line between the railway station and the commercial precinct. The loss of parking to offset improvements within the township has been addressed previously as part of the overall liveability project.

Consultation has been undertaken with the adjoining property owner on the corner of Tebbutt Street and George Street in relation to the proposed changes to the parking restrictions, with concurrence provided by the property owner to these changes.

Details of the proposed intersection treatment works at both sites is included in Attachments 1 and 2. Turning path details for both intersections are included in Attachments 3 to 6. As part of the design process a road safety audit has also been undertaken for both sites with the audit concurring with the proposed designs.

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Summary:

It is proposed that the installation of a Median Island Stop Treatment (MIST) in Wallace Road and a Median Island Treatment (Pedestrian Refuge) with a Giveway control in Tebbutt Street, which takes into account the injury crash history which was the basis of the funding being provided as part of the 2021/2022 Safer Local Government Roads Program, be undertaken in accordance with the details outlined in Attachments 1 (Plan No. 21010D08) and 2 (Plan No. 21011D02).

RECOMMENDATION:

That the installation of the following measures at:

1. Bandon Road and Wallace Road, Vineyard - Median Island Stop Treatment (MIST),
2. Tebbutt Street and George Street, Windsor - Median Island Treatment with a Giveway control,

which includes the provision of a raised median traffic island, pavement widening, line marking, signage and associated works, at the two intersections of be undertaken in accordance with the details outlined in Attachments 1 (Plan No. 21010D08) and 2 (Plan No. 21011D02).

COMMITTEE RECOMMENDATION:

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

Support for the Recommendation: Unanimous support

That the installation of the following measures at:

1. Bandon Road and Wallace Road, Vineyard - Median Island Stop Treatment (MIST),
2. Tebbutt Street and George Street, Windsor - Median Island Treatment with a Giveway control,

which includes the provision of a raised median traffic island, pavement widening, line marking, signage and associated works, at the two intersections of be undertaken in accordance with the details outlined in Attachments 1 (Plan No. 21010D08) and 2 (Plan No. 21011D02).

SECTION 3 - Reports for Information

There were no Reports for Information.

SECTION 4 - General Business

There was no General Business.

SECTION 5 - Next Meeting

The next Local Traffic Committee meeting will be held on Monday, 11 July 2022 at 3pm in the Small Committee Room.

The meeting terminated at 3.25pm.

oooO END OF REPORT Oooo

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Ordinary

Section 5

Notices of motion

ORDINARY MEETING
SECTION 5 – Notices of Motion
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SECTION 5 – Notices of Motion

Item: 132 **NM - Electricity Supply - (125612)**

Submitted by: Councillor Lyons-Buckett

NOTICE OF MOTION:

That Council:

1. Acknowledges the vulnerability of electricity supply during natural disasters.
2. Requests a meeting with Susan Templeman MP and Robyn Preston MP to discuss issues related to electricity supply and consequential impacts such as loss of communications towers, and impacts on individual households and businesses. Such a meeting could clarify a way forward to address the current issues around security of electricity supply based on the obligations and capacity of each level of Government to implement strategies.
3. Form a Councillor Working Group to look at the range of initiatives being introduced in other areas to address electricity supply, with the Group to compile material to be presented to the next Disaster and Emergency Management Committee meeting.
4. Urgently seeks a response from the NSW Government on the timeframe around delivery of evacuation route upgrades in the Hawkesbury Local Government Area.

BACKGROUND

Vulnerability of electricity supply during natural disasters has been a challenge for a long time.

Previously via our Infrastructure and Floodplain Advisory Committees we had been working towards clarifying the levels of vulnerability, and working towards solutions to better ensure security of supply.

Unfortunately this has stalled. It is important that we recommence our advocacy and investigations around this issue as it remains a challenge which is having significant impacts.

The formation of a Councillor Working Group to compile examples of solutions from other areas will alleviate any burden on staff to carry out this task, yet enable Council to be informed about what types of power solutions exist in other areas which have been plagued by insecure electricity supply. Whereas Council would be unlikely to have the capacity to deliver any such solutions itself, having some background information is advantageous in our advocacy around this topic.

The timeframe for construction and upgrades of evacuation routes is crucial in delivering enhanced safety for our residents.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING
SECTION 5 – Notices of Motion
Meeting Date: 19 July 2022

Item: 133 **RM - Licence Agreement for Signage at Industry Road Reserve, Vineyard - (80107, 155345, 155346)**

Submitted by: Councillor Les Sheather
 Councillor Shane Djuric
 Councillor Eddie Dogramci

RESCISSION MOTION:

That Council Resolution 143 from the Council meeting on 14 June 2022, being the resolution from Item 118 SS - Licence Agreement for Signage at Industry Road Reserve, Vineyard, be rescinded.

NOTE BY MANAGEMENT

Resolution 143 from the Ordinary Meeting of Council on 14 June 2022 regarding Licence Agreement for Signage at Industry Road Reserve, Vineyard was as follows.

"That:

1. *Council delegate authority to the General Manager to negotiate an agreement with Price and Speed Clearances Pty Limited trading as ElMedia in regard to part of the land known as Industry Road located at 9 Industry Road, Vineyard for up to two signs.*
2. *Authority be given for any documentation regarding this matter to be executed under the Seal of Council."*

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF RESCISSION MOTION Oooo

ORDINARY MEETING
Confidential Reports
Meeting Date: 19 July 2022

CONFIDENTIAL REPORTS

Item: 134 **SS - Lease to Wesley Community Services Limited - Suite 2, Deerubbin Centre, Level 1, 300 George Street, Windsor - (144638, 95496, 112106)**

Previous Item: 191, Ordinary (31 July 2018)

Directorate: Support Services

REASON FOR CONFIDENTIALITY

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

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

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

ORDINARY MEETING
Confidential Reports
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Item: 135 **SS - Lease to The Minister Administering the NPWS Act - Bowman Cottage, 368 Windsor Street, Richmond - (95496, 112106, 134759)**

Previous Item: 119, Ordinary (27 June 2017)

Directorate: Support Services

REASON FOR CONFIDENTIALITY

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

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

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

ORDINARY MEETING
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Item: 136 **SS - Outstanding Receivables - Bad Debts Write Off - (95496, 96332)**

Previous Item: 122, Ordinary (25 June 2019)

Directorate: Support Services

REASON FOR CONFIDENTIALITY

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

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

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



Ordinary meeting

End of Business Paper

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