



ORDINARY MEETING

Date of meeting: 20 June 2023
Location: Council Chambers
Time: 6:30 PM

BUSINESS PAPER

ORDINARY MEETING

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ORDINARY MEETING
PROCEDURAL MATTERS
Meeting Date: 20 June 2023

1. PROCEDURAL MATTERS

Welcome

The Mayor, Councillor Sarah McMahon 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

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.

ORDINARY MEETING
CONFIRMATION OF MINUTES
Meeting Date: 20 June 2023

2. CONFIRMATION OF MINUTES

- Ordinary Meeting – 9 May 2023
- Extraordinary Meeting – 17 May 2023



ORDINARY MEETING

Date of meeting: 9 May 2023
Location: Council Chambers
Time: 6:30 PM

MINUTES

ORDINARY MEETING

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ORDINARY MEETING
1. PROCEDURAL MATTERS
Meeting Date: 9 May 2023

1. PROCEDURAL MATTERS

Minutes of the Ordinary Meeting held at the Council Chambers, Windsor, on 9 May 2023, commencing at 6:30pm.

Welcome

The Mayor, Councillor Sarah McMahon acknowledged the Indigenous Heritage.

The General Manager addressed the Council meeting, mentioning:

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

ATTENDANCE

PRESENT: Councillor Sarah McMahon, Mayor, Councillor Barry Calvert, Deputy Mayor and Councillors Patrick Conolly, Shane Djuric, Eddie Dogramaci, Amanda Kotlash, Mary Lyons-Buckett, Jill Reardon, Les Sheather, Paul Veigel, Danielle Wheeler and Nathan Zamprogno.

ALSO PRESENT: General Manager - Elizabeth Richardson, Director City Planning - Meagan Ang, Director Corporate Services – Laurie Mifsud, Director Infrastructure Services - Will Barton, Manager Corporate Communications and Events - Suzanne Stuart, Manager Business Transformation and Customer Experience – Sharlene Van Leerdam, Manager City Design and Economic Development - Amanda Kearney, Manager Governance - Charles McElroy and Administrative Support Coordinator - Tracey Easterbrook.

APOLOGIES AND LEAVE OF ABSENCE OR ATTENDANCE BY AUDIO-VISUAL LINK

There were no apologies or leave of absences received from Councillors.

DECLARATIONS OF INTEREST

Councillor McMahon declared interest on Item 4.4.1.

Acknowledgement of Official Visitors to the Council

There were no official visitors to Council.

ORDINARY MEETING

2. CONFIRMATION OF MINUTES

Meeting Date: 9 May 2023

2. CONFIRMATION OF MINUTES

80 RESOLUTION:

RESOLVED on the motion of Councillor Conolly and seconded by Councillor Reardon that the Minutes of the Ordinary Meeting held on the 18 April 2023, be confirmed.

ORDINARY MEETING
3. MAYORAL MINUTES
Meeting Date: 9 May 2023

3. MAYORAL MINUTES

LATE SUPPLEMENTARY

3.1.1. MM - Damaging Increase in Emergency Services Levy Costs - (138879, 79353)

MOTION:

RESOLVED on the motion of Mayor, Councillor McMahon.

Refer to RESOLUTION

81 RESOLUTION:

RESOLVED on the motion of Mayor, Councillor McMahon.

That Council:

1. Writes to the Premier, the Treasurer, the Minister for Emergency Services, the Minister for Local Government, Shadow Ministers, Cross Bench representatives and the local State Member:
 - a) Expressing Council's strong opposition to the NSW Government's last minute decision to impose an enormous Emergency Services Levy (ESL) cost increase on councils for 2023/2024 by scrapping the ESL subsidy for councils, which has been done at a time when Council has publicly advertised its 2023/2024 Draft Operational Plan and annual budget to the community;
 - b) Noting that as a consequence of the unannounced 73% increase in the State Emergency Service budget and an 18% increase in the Fire and Rescue NSW budget, Hawkesbury City Council will be forced to allocate a further \$149,643 in its budget to fund this impost;
 - c) Advising that the Government's decision may/will lead to a reduction in important local services and/or the cancellation of necessary infrastructure projects;
 - d) Calling on the NSW Government to take immediate action to:
 - i. Restore the ESL subsidy in 2023/2024
 - ii. Urgently introduce legislation to decouple the ESL from the rate peg to enable councils to recover the full cost
 - iii. Develop a fairer, more transparent and financially sustainable method of funding critically important emergency services in consultation with local government.
2. Council writes to the Chair of the Independent Pricing and Regulatory Tribunal (IPART) advising that Council's forced emergency services contribution is manifestly disproportionate to the 2023/2024 rate cap, which has resulted in additional financial stress.
3. Council writes to the President of LGNSW seeking the Association's ongoing advocacy to bring about a relief in the burden of Councils' emergency services contribution.

ORDINARY MEETING
3. MAYORAL MINUTES
Meeting Date: 9 May 2023

For the Motion: Councillors McMahon, Calvert, Conolly, Djuric, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogno.

Against the Motion: Councillor Dogramaci.

Absent: Nil.

MATTER OF URGENCY

Councillor Lyons-Buckett requested that Council consider, as a matter of urgency under Clause 9.3 of Council's Code of Meeting Practice, business of which notice had not been given, in relation to the Rural Boundary Clearing Code and the threat to habitat due to removal of vegetation, and the mapping of koala populations.

That Council consider, as a matter of urgency under Clause 9.3 of Council's Code of Meeting Practice, business of which notice had not been given.

The Mayor, Councillor McMahon ruled in accordance with Clause 9.3 (b) of Council's Code of Meeting Practice, that the business proposed to be considered was not of great urgency.

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

Meeting Date: 9 May 2023

4. REPORTS FOR DETERMINATION

4.2. GENERAL MANAGER

4.2.1. GM - Draft Customer Feedback Policy, Customer Service Experience Policy and Customer Service Experience Charter - (79351, 159586, 95496, 96333)

Directorate: General Manager

Ms Stephanie Calabornes addressed Council, speaking against the recommendation in the business paper.

MOTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Veigel.

Refer to RESOLUTION

82 RESOLUTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Veigel.

That:

1. The Draft Customer Feedback Policy, Draft Customer Service Experience Policy and Draft Customer Service Experience Charter be placed on public exhibition for a period of 28 days.
2. At the expiration of the public notification exhibition process outlined in Point 1 above, the following action be taken:
 - a) Should any submissions be received regarding the Customer Feedback Policy, Customer Service Experience Policy and Customer Service Experience Charter, a further report be submitted to Council, or
 - b) Should no submissions be received:
 - i. Council adopt the Customer Feedback Policy, Customer Service Experience Policy and Customer Service Experience Charter, as attached as Attachments 1, 2 and 3 to this report.
 - ii. Council rescind the Customer Contact and Service Standards and Complaint Handling Guide, as attached as Attachments 4 and 5 to this report.

For the Motion: Councillors McMahon, Calvert, Conolly, Djuric, Dogramaci, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING
4. REPORTS FOR DETERMINATION

Meeting Date: 9 May 2023

4.3. CITY PLANNING

4.3.1. CP - Public Exhibition Report of Draft Place Plans - (9498, 147666)

Directorate: City Planning

Mr Lionel Buckett addressed Council, speaking for the recommendation in the business paper.

Ms Stephanie Calabornes and Ms Fiona Germain addressed Council, speaking against the recommendation in the business paper.

MOTION:

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

Refer to RESOLUTION

83 RESOLUTION:

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

That:

1. The Draft Hawkesbury Place Plans, attached as Attachment 1 to this report, be placed on public exhibition for a period of 28 days, as phase one of the consultation process.
2. At the expiration of the public notification exhibition process outlined in Part 1 above, a further report be submitted to Council including plans for a second phase of consultation, where required, with relevant community groups in the towns named in the Place Plans.

For the Motion: Councillors McMahon, Calvert, Conolly, Djuric, Dogramaci, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

Meeting Date: 9 May 2023

4.4. CORPORATE SERVICES

4.4.1. CS - March 2023 Quarterly Budget Review Statement - (95496, 96332)

Previous Item: 101, Ordinary (14 June 2022)

Directorate: Corporate Services

Councillor McMahon declared a less than significant non-pecuniary conflict of interest in this matter as her son plays for Hawkesbury Hawks and their home ground is Turnball Oval and no further action is required.

Mr Lionel Buckett and Ms Fiona Germain addressed Council, speaking against the recommendation in the business paper.

A PROCEDURAL MOTION was moved by Mayor, Councillor McMahon that this item be dealt with in seriatim.

The Procedural Motion was carried.

MOTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Reardon.

Refer to RESOLUTION

84 RESOLUTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Reardon.

That Council:

1. Receive the information contained in this report regarding the March 2023 Quarterly Budget Review, and that the Budget adjustments, as summarised in the report and detailed in Attachment 1 to the report, be adopted.

For the Motion: Councillors McMahon, Calvert, Conolly, Djuric, Dogramaci, Kotlash, Reardon, Sheather, Veigel and Zamprogno.

Against the Motion: Councillors Lyons-Buckett and Wheeler.

Absent: Nil.

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

Meeting Date: 9 May 2023

MOTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Reardon.

Refer to RESOLUTION

85 RESOLUTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Reardon.

That Council:

2. Note the information and proposed funding arrangements regarding the Turnbull Oval upgrade project under the WestInvest Program.

For the Motion: Councillors McMahon, Calvert, Conolly, Djuric, Dogramaci, Kotlash, Reardon, Sheather, Veigel and Zamprogno.

Against the Motion: Councillors Lyons-Buckett and Wheeler.

Absent: Nil.

MOTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Reardon.

Refer to RESOLUTION

86 RESOLUTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Reardon.

That Council:

3.
 - a) Defer making a decision tonight on the grant funding under the Black Summer Bushfire Recovery Grant for the Bilpin Hall carpark upgrade.
 - b) Seek an extension from the funding body on the delivery of the project, if needed.
 - c) Resume consultation with the relevant stakeholders with the objective of reaching a suitable outcome for the project within the scope of the grant funding.

For the Motion: Councillors McMahon, Calvert, Conolly, Djuric, Dogramaci, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING
4. REPORTS FOR DETERMINATION

Meeting Date: 9 May 2023

4.4.2. CS - Investment Report - March 2023 - (95496, 96332)

Previous Item: 129, Ordinary (19 July 2022)

Directorate: Corporate Services

MOTION:

RESOLVED on the motion of Councillor Reardon, seconded by Councillor Veigel.

Refer to RESOLUTION

87 RESOLUTION:

RESOLVED on the motion of Councillor Reardon, seconded by Councillor Veigel.

That the Monthly Investment Report for March 2023 be received and noted.

For the Motion: Councillors McMahon, Calvert, Conolly, Djuric, Dogramaci, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING
4. REPORTS FOR DETERMINATION
Meeting Date: 9 May 2023

4.5. INFRASTRUCTURE SERVICES

4.5.1. IS - Polystyrene Recycling Collection - (95495, 158974)

Previous Item: 216, Ordinary (13 December 2022)

Directorate: Infrastructure Services

MOTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Sheather.

Refer to RESOLUTION

88 RESOLUTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Sheather.

That Council:

1. Endorse a twelve-month trial for polystyrene recycling collection at the Hawkesbury City Waste Management Facility, having regard to the matters set out in this report; and
2. Receive a report on the outcome of the trial, within three months of its conclusion.

For the Motion: Councillors McMahon, Calvert, Conolly, Djuric, Dogramaci, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING
5. REPORTS OF COMMITTEES
Meeting Date: 9 May 2023

5. REPORTS OF COMMITTEES

5.1.1. ROC - Local Traffic Committee - 17 April 2023 - (95495, 80245)

Directorate: City Planning

MOTION:

RESOLVED on the motion of Councillor Reardon, seconded by Councillor Veigel.

Refer to RESOLUTION

89 RESOLUTION:

RESOLVED on the motion of Councillor Reardon, seconded by Councillor Veigel.

That the Council adopt the recommendations contained in the minutes of the Hawkesbury City Council Local Traffic Committee meeting held on 17 April 2023.

For the Motion: Councillors McMahon, Calvert, Conolly, Djuric, Dogramaci, Kotlash, Lyons-Buckett, Reardon, Sheather, Veigel, Wheeler and Zamprogno.

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

7. QUESTIONS FOR NEXT MEETING

Meeting Date: 9 May 2023

7. QUESTIONS FOR NEXT MEETING

7.1.1. Response to Councillor Questions Taken on Notice at the Council Meeting - 18 April 2023

There we no comments on the response to Questions Taken On Notice at the Council Meeting on 18 April 2023.

The meeting terminated at 9:01pm.

Submitted to and confirmed at the Ordinary Meeting held on 13 June 2023.

.....
Mayor



EXTRAORDINARY MEETING

Date of meeting: 17 May 2023

Location: Audio-Visual Link

Members of the Public may attend in person at the
Tebbutt Room, Deerubbin Centre
300 George Street, WINDSOR

Time: 6:30 PM

MINUTES

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Meeting Date: 17 May 2023

EXTRAORDINARY MEETING

1. PROCEDURAL MATTERS

Meeting Date: 17 May 2023

1. PROCEDURAL MATTERS

Minutes of the Extraordinary Meeting held by audio-visual link and at the Tebbutt Room, Deerubbin Centre, 300 George Street, Windsor, on 17 May 2023, commencing at 6:30pm.

Welcome

The Deputy Mayor, Councillor Calvert advised that an apology has been received for tonight's Extraordinary Meeting from the Mayor, Councillor McMahon.

In the absence of the Mayor, the Deputy Mayor, Councillor Calvert, in accordance of Section 369 (1) of the Local Government Act 1993, acted as Chairperson.

The Deputy Mayor, Councillor Barry Calvert acknowledged the Indigenous Heritage.

The General Manager addressed the Council meeting, mentioning:

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

ATTENDANCE

PRESENT:

By Audio-Visual Link: Councillor Barry Calvert, Deputy Mayor and Councillors Patrick Conolly, Shane Djuric, Amanda Kotlash, Mary Lyons-Buckett, Jill Reardon, Les Sheather, Paul Veigel, Danielle Wheeler and Nathan Zamprogno.

ALSO PRESENT:

By Audio-Visual Link: General Manager - Elizabeth Richardson, Director City Planning - Meagan Ang and Manager Strategic Planning - Andrew Kearns.

Tebbutt Room, Deerubbin Centre: Director Corporate Services - Laurie Mifsud, Manager Corporate Communications and Events - Suzanne Stuart and Administrative Support Coordinator – Tracey Easterbrook.

APOLOGIES AND LEAVE OF ABSENCE OR ATTENDANCE BY AUDIO-VISUAL LINK

Apologies for absence were received from the Councillor Sarah McMahon, Mayor and Councillor Eddie Dogramaci.

90 RESOLUTION:

RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Zamprogno that the apologies be accepted.

EXTRAORDINARY MEETING

1. PROCEDURAL MATTERS

Meeting Date: 17 May 2023

The Deputy Mayor, Councillor Calvert advised that the General Manager received information from the following Councillors of their intention seek to attend the Extraordinary Meeting by audio-visual link having regard to the Council Chamber being unavailable due to renovations and the absence of an alternate suitable facilities:

Councillor Barry Calvert, Deputy Mayor and Councillors Patrick Conolly, Shane Djuric, Amanda Kotlash, Mary Lyons-Buckett, Les Sheather, Jill Reardon, Paul Veigel, Danielle Wheeler and Nathan Zamprogno.

91 RESOLUTION:

RESOLVED on the motion of Councillor Wheeler, seconded by Councillor Zamprogno that approval be granted for Councillor Barry Calvert, Deputy Mayor and Councillors Patrick Conolly, Shane Djuric, Amanda Kotlash, Mary Lyons-Buckett, Les Sheather, Jill Reardon, Paul Veigel, Danielle Wheeler and Nathan Zamprogno to attend the Extraordinary Council Meeting on 17 May 2023 by audio-visual link due to the Council Chamber being unavailable due to renovations and the absence of an alternate suitable facilities.

Councillor Djuric entered the meeting at 6:32pm.

DECLARATIONS OF INTEREST

There were no declarations of interest made.

Acknowledgement of Official Visitors to the Council

There were no official visitors to Council.

EXTRAORDINARY MEETING

6. NOTICES OF MOTION

Meeting Date: 17 May 2023

6. NOTICES OF MOTION

6.1.1. NM – Natural Environment and Rural Boundary Clearing Code - (125612)

Ms Stephanie Calabornes and Mr John Grant addressed Council speaking for the recommendation in the business paper.

A MOTION was moved by Councillor Lyons-Buckett, seconded by Councillor Wheeler.

That Council:

1. Request a report clarifying immediate actions (and approximate costs) which can be taken by Council through compliance, education and advice to landowners, to prevent threats to our natural environment and specifically, wildlife habitats, from land clearing and tree removal.
2. Within that report include the number of complaints received about removal of vegetation in the Hawkesbury LGA including the suburb where clearing occurred. Data to include how many times the justification of clearing was attributed to the Rural Boundary Clearing Code.
3. Receive a report detailing costings, potential external funding sources and funding available under the first quarterly budget review of 2023/2024 to commence a comprehensive Koala Management Plan.
4. Update Councillors and the public on the progress of the Resolution of 8 February 2022 which called for a report on the methodology and funding available to map our koala populations and how this information could be used to protect them.
5. Write to The Hon. Penny Sharpe, Minister for the Environment and The Hon. Jihad Dib Minister for Emergency Services requesting advice on a date for when the review of Division 9, Rural Fires Act 1997 (NSW) as outlined in s100S to determine whether the policy objectives of the Division remain valid, will be undertaken and within that review:
 - a) Request information on whether Hawkesbury LGA can be removed from the Rural Boundary Clearing Code Provisions.
 - b) Consideration of the introduction of further provisions or guidelines to ensure correlation between vegetation removal and fire risk.
 - c) Consideration of altering the eligibility criteria to align with bushfire risk rather than application via rural zoning.
 - d) Request input from Local Government Areas subject to the Rural Boundary Clearing Code and those who have opted into the Code, including data relating to use of resources to investigate complaints, and capacity to enforce the Rural Boundary Clearing Code in the future.
 - e) Investigate and report on the extent of land currently eligible to be cleared which does not have koala or wildlife.

EXTRAORDINARY MEETING

6. NOTICES OF MOTION

Meeting Date: 17 May 2023

MOTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Kotlash.

Refer to RESOLUTION

92 RESOLUTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Kotlash.

That the Motion be put.

For the Motion: Councillors Calvert, Conolly, Kotlash, Reardon, Sheather and Veigel.

Against the Motion: Councillors Djuric, Lyons-Buckett, Wheeler and Zamprogno.

Absent: Councillors McMahon and Dogramaci.

A PROCEDURAL MOTION was moved by Councillor Wheeler, seconded by Councillor Lyons-Buckett that this item be dealt with in seriatim.

For the Motion: Councillors Calvert, Conolly, Djuric, Kotlash, Lyons-Buckett, Reardon, Veigel, Wheeler and Zamprogno.

Against the Motion: Councillor Sheather.

Absent: Councillors McMahon and Dogramaci.

The Procedural Motion was carried.

A MOTION was moved by Councillor, Lyons-Buckett, seconded by Councillor Wheeler.

That Council:

1. Request a report clarifying immediate actions (and approximate costs) which can be taken by Council through compliance, education and advice to landowners, to prevent threats to our natural environment and specifically, wildlife habitats, from land clearing and tree removal.

For the Motion: Councillors Djuric, Lyons-Buckett, Wheeler and Zamprogno.

Against the Motion: Councillors Calvert, Conolly, Kotlash, Reardon, Sheather and Veigel.

Absent: Councillors McMahon and Dogramaci.

The Motion was lost.

EXTRAORDINARY MEETING

6. NOTICES OF MOTION

Meeting Date: 17 May 2023

A MOTION was moved by Councillor, Lyons-Buckett, seconded by Councillor Wheeler.

That Council:

2. Within that report include the number of complaints received about removal of vegetation in the Hawkesbury LGA including the suburb where clearing occurred. Data to include how many times the justification of clearing was attributed to the Rural Boundary Clearing Code.

For the Motion: Councillors Djuric, Lyons-Buckett, Wheeler and Zamprogno.

Against the Motion: Councillors Calvert, Conolly, Kotlash, Reardon, Sheather and Veigel.

Absent: Councillors McMahon and Dogramaci.

The Motion was lost.

MOTION:

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

Refer to RESOLUTION

93 RESOLUTION:

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

That Council:

3. Receive a report detailing costings, potential external funding sources and funding available under the first quarterly budget review of 2023/2024 to commence a comprehensive Koala Management Plan.

For the Motion: Councillors Calvert, Conolly, Djuric, Kotlash, Lyons-Buckett, Reardon, Veigel, Wheeler and Zamprogno.

Against the Motion: Councillor Sheather.

Absent: Councillors McMahon and Dogramaci.

EXTRAORDINARY MEETING

6. NOTICES OF MOTION

Meeting Date: 17 May 2023

MOTION:

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

Refer to RESOLUTION

94 RESOLUTION:

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

That Council:

4. Update Councillors and the public on the progress of the Resolution of 8 February 2022 which called for a report on the methodology and funding available to map our koala populations and how this information could be used to protect them.

For the Motion: Councillors Calvert, Conolly, Djuric, Kotlash, Lyons-Buckett, Reardon, Veigel, Wheeler and Zamprogno.

Against the Motion: Councillor Sheather.

Absent: Councillors McMahon and Dogramaci.

A MOTION was moved by Councillor Lyons-Buckett, seconded by Councillor Wheeler.

That Council:

5. Write to The Hon. Penny Sharpe, Minister for the Environment and The Hon. Jihad Dib Minister for Emergency Services requesting advice on a date for when the review of Division 9, Rural Fires Act 1997 (NSW) as outlined in s100S to determine whether the policy objectives of the Division remain valid, will be undertaken and within that review:
 - a) Request information on whether Hawkesbury LGA can be removed from the Rural Boundary Clearing Code Provisions.
 - b) Consideration of the introduction of further provisions or guidelines to ensure correlation between vegetation removal and fire risk.
 - c) Consideration of altering the eligibility criteria to align with bushfire risk rather than application via rural zoning.
 - d) Request input from Local Government Areas subject to the Rural Boundary Clearing Code and those who have opted into the Code, including data relating to use of resources to investigate complaints, and capacity to enforce the Rural Boundary Clearing Code in the future.
 - e) Investigate and report on the extent of land currently eligible to be cleared which does not have koala or wildlife.

EXTRAORDINARY MEETING

6. NOTICES OF MOTION

Meeting Date: 17 May 2023

For the Motion: Councillors Djuric, Lyons-Buckett, Wheeler and Zamprogno.

Against the Motion: Councillors Calvert, Conolly, Kotlash, Sheather, Reardon and Veigel.

Absent: Councillors McMahon and Dogramaci.

The Motion was lost.

The meeting terminated at 7:29pm.

Submitted to and confirmed at the Ordinary Meeting held on 13 June 2023.

.....
Mayor

ORDINARY MEETING
MAYORAL MINUTES
Meeting Date: 20 June 2023

3. MAYORAL MINUTES

There was no Mayoral Minute at the time of preparing this Business Paper.

Notwithstanding the above, pursuant to Clauses 9.6-9.9 of Council's Code of Meeting Practice, the Mayor may submit a Mayoral Minute to the meeting without notice in relation to any matter or topic that:

- Is within the jurisdiction of the Council
- Council has official knowledge of.

However, a Mayoral Minute must not be put without notice if it relates to a routine or non-urgent matter.

A matter is considered to be urgent when it requires a decision by the Council before the next scheduled ordinary meeting of the Council.

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

Meeting Date: 20 June 2023

4. REPORTS FOR DETERMINATION

4.1. PLANNING DECISIONS

4.1.1. CP - Redbank Voluntary Planning Agreement - Proposed Grose River Bridge Crossing - (95498, 124414)

Previous Item: 004, Ordinary (31 January 2023)
200, Ordinary (22 November 2022)
152, Ordinary (13 September 2022)
123, Ordinary (19 July 2022)
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 consider the outcome of consultation associated with the route selected by Council for the proposed Grose River Bridge Crossing for inclusion in an amended Redbank Voluntary Planning Agreement.

EXECUTIVE SUMMARY

At the Ordinary Meeting of Council on 31 January 2023, Council considered a report on the Draft Amended Redbank Voluntary Planning Agreement – Proposed Grose River Bridge Crossing, where Council resolved:

"That:

- 1. Council determines Option 1 to be its preferred route alignment for the proposed Grose River Bridge Crossing.*
- 2. Option 1 is included in an amended Redbank Voluntary Planning Agreement, and publicly exhibited for a minimum of 28 days.*
- 3. The matter be reported to Council following completion of the public exhibition of the draft amended Redbank Voluntary Planning Agreement."*

Further to Council's resolution at the Ordinary Meeting on 31 January 2023, with respect to the amended Redbank Voluntary Planning Agreement, the consultation process has been undertaken.

RECOMMENDATION

That Council adopt the Redbank Voluntary Planning Agreement attached as Attachment 1 to the report.

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

Meeting Date: 20 June 2023

BACKGROUND

At its Ordinary Meeting on 13 September 2022 Council considered the Draft Amended Redbank Voluntary Planning Agreement - Proposed Grose River Bridge - Post Exhibition Report where it was resolved:

"That:

1. *Council supports the intent of the revised VPA to construct a bridge over the Grose River at the location indicated in Annexure E, plus approach roads connecting Grose Vale Road and Springwood Road.*
2. *Council endorses the variation of the milestone relating to the Practical Completion of Peel Park, from the 901st urban lot to the 915th urban lot (Schedule 2, Item 1.7).*
3. *Council acknowledges concerns raised in 256 of the 377 submissions during the VPA exhibition process, and resolves that the road alignment in the vicinity of the dwelling at 1 Ashtons Road be re-examined.*
4. *Consideration be given in the ongoing negotiations to:*
 - a) *The ability of the Maunsell 1986 design commissioned by the then-DMR to deliver an AusRoads compliant road which also delivers on the 1:100 flood immunity.*
 - b) *Places no constraint on the examination of an alternative route passing through adjacent properties.*
 - c) *Determines the number of properties requiring partial acquisition if an alignment passing just to the east of the dwelling at 1 Ashtons Road were constructed."*

Council subsequently resolved that the existing VPA Milestones should be amended as per the table below:

Reference	Activity	Current milestone	Proposed amended milestone
Milestone 2 (VPA schedule 2, Item 1.2, Page 1 of 9)	Development approval by the relevant authority	801st urban lot	915th urban lot
Milestone 3 (VPA schedule 2, Item 1.2, Page 1 or 9)	Preparation of the construction documentation and submission to the relevant authority	865th urban lot	979th urban lot
Milestone 3 (VPA schedule 2, Item 1.2, Page 1 of 9)	Construction (practical completion) of the proposed bridge	1,100st urban lot	1,214th urban lot

Three new concept options for the Grose River Bridge Crossing were prepared and provided to the affected property owners for feedback and discussion prior to Council's further consideration.

A report was prepared for consideration by Council at its Ordinary Meeting on 31 January 2023 on a preferred alignment, where Council resolved:

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4. REPORTS FOR DETERMINATION

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"That:

1. Council determines Option 1 to be its preferred route alignment for the proposed Grose River Bridge Crossing.
2. Option 1 is included in an amended Redbank Voluntary Planning Agreement, and publicly exhibited for a minimum of 28 days.
3. The matter be reported to Council following completion of the public exhibition of the draft amended Redbank Voluntary Planning Agreement."

Further to Council's resolution at the Council Meeting on 31 January 2023, the amended Voluntary Planning Agreement has been publicly exhibited and property owners in the immediate vicinity of the route included in the amended Voluntary Planning Agreement were invited to meet with staff as part of the consultation process undertaken.

Relevant Legislation

Environmental Planning and Assessment Act 1979

Environmental Planning and Assessment Regulation 2000

DISCUSSION

The amended Voluntary Planning Agreement, including a new preferred alignment was placed on formal public exhibition from 8 February 2023 to 7 March 2023.

The two submissions that were received during the published public exhibition period are provided as below:

1. *This option is thoughtful. We should proceed and build the bridge.*
2. *The route of the road to the Grose River Bridge should go through vacant horse paddocks as per Option 1. This should always have been the preferred option and trying to run the road through our family home and all the stress this has caused our family is unconscionable. We believe that the design of the road should be as far away from our house as possible in order for us to continue reasonable enjoyment of our property. Option 1 should have been designed by an independent party and not by Arup who have been tainted by having previously been advised to reduce the impact on the Starr horse stud property as much as possible. Throughout this whole process our family has been treated extremely poorly and there has been a lack of reasonable consultation with us and this needs to be remedied. For example: Information from our submissions have been redacted, relevant Council documents have been extinguished, we were not supplied with the original design brief despite requests for same, we have not been advised of who instructed the designers to avoid the Starr property in the previous route, and correspondence from ourselves and our legal representatives have been ignored and left unanswered. This is not acceptable and extremely unprofessional. I believe Council has failed in not insisting on an Independent body to design the Option 1 route which needs to be kept as far away from our family home as possible. There should be no need to infringe on our property at 1 Ashtons Rd at all during the build of the road either. There is plenty of vacant land on the property of Option 1 for access of earthmoving equipment, machinery, etc. Our family has been put through an incredible amount of stress and uncertainty over the last 4-5 years and we should not have to endure any more during the build of this infrastructure and the impact on our property including noise, dust, access to our house, sheds, driveway and farmland needs to be kept to a bare minimum. The impact on our house's foundations during the build need to also be considered during the planning stages and double glazed windows need to be*

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

Meeting Date: 20 June 2023

installed to our house prior to building the road to reduce the impact of the significant noise which will be produced by the heavy machinery used in road building and the heavy traffic in the future. There should also be suitable tree planting and landscaping carried out to help with noise reduction and improve the vista so we are not just looking at and listening to numerous cars zooming past all day and night. All the above need serious consideration during the design stage and community consultation should occur. We as the neighbouring property owners of 1 Ashtons Rd, Grose Wold, need to be properly consulted with about the impact, timeline of build and remedies to improve the situation that can be made available to us.

Further to this, correspondence was sent to property owners that may be directly affected by the route and an invitation to meet with Council officers extended.

Discussions with the affected property owners have been completed with the following outcomes:

- The property owner at 228-248 Grose River Road maintain their previous position as reported to the Council Meeting 31 January 2023, being that the land affected by the route included in the amended Voluntary Planning Agreement is not unused land and contains land that is above the 1:100 flood level which is utilised in times of flooding (including during the 2021 and 2022 flood events) to safely keep their horses on site. Loss of land in this location as a consequence of this route would lessen the land available during floods. The property owner raised further concerns regarding the approach roads to the bridge that included poor vision from the driveway of properties adjacent to Grose River Road, and that Grose River Road would not withstand the additional traffic, including heavy vehicle use, that the bridge is likely to generate.
- The property owner of 1 Ashtons Road has provided written correspondence that included in part, the commentary as below:

Option 1 which was voted as the preferred option at the Council meeting ran on the adjoining property along the boundary and the road and embankment were to be fully contained in the horse stud property until it got to the very back of our property. This had the road and embankment 12-13 metres away from our house and farm sheds.

The new map provided in your email has the embankment arching onto our driveway and taking a portion of land at the front sections of our property. By doing this our driveway will be destroyed which means we will not have access to our back farmland and into our sheds. This will affect our farming business as there is a need to also use the driveway for access of trucks and tractors and the access to our farmsheds is on the east. This destruction of our driveway is totally unacceptable to us and the road and embankment need to be moved further to the east and not cross the boundary onto our property.

We again reiterate that we object to the map presented to us which shows part of our driveway being used for the embankment and which is not in accordance with the route which was show in Option 1. The map needs to be altered prior to public exhibition.

Staff responded to this correspondence confirming that the route that was resolved as the preferred option at the Council Meeting on 31 January 2023, and the map provided in the email to all property owners is unchanged. The further detail attached as Attachment 1, Appendix E Plan shows a map that was emailed to the property owners displayed the proposed footprint for temporary compounds which are proposed to be in place during construction, including earthworks.

The property owner was further advised that once the route is adopted, then further detailed designs will be prepared which will include consideration of existing access/driveways into properties, including the property at 1 Ashtons Road.

ORDINARY MEETING

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- The property owner at 199 Springwood Road has provided written correspondence that included in part, the commentary as below:

I am happy with the proposed new route, however I am dismayed to see that there is still no new traffic survey for Springwood Road and the junction between Springwood Road and the new road over the bridge is STILL unchanged.

As we discussed, I do not believe that the proposed slip lanes will be functional and I am seriously worried about how anyone living in my dwelling at 167 Springwood Road will be able to access the road at all.

In this respect, once a route is adopted by Council, Redbank Communities will be required to prepare a Review of Environmental Factors (REF) for the new location of the Grose River Bridge that may include a review of traffic forecasts and proposed road treatments on approach roads to the Grose River Bridge, including Springwood Road.

Whilst the submissions received during the public exhibition period and the correspondence received from the affected property owners did not for the most part indicate support for the route for the Grose River Bridge Crossing, the amended Voluntary Planning Agreement that was placed on public exhibition included the route that was determined by Council as its preferred route alignment. As such, it is recommended that Council adopt the amended Voluntary Planning Agreement as publicly exhibited and attached as Attachment 1 to this report.

Next Steps

Should Council adopt the amended Voluntary Planning Agreement, the process that needs to be undertaken to progress construction of the Grose River Bridge, including indicative timeframes, is as below:

1. An amended Part 5 Application that includes a Review of Environmental Factors (REF) and captures the revised route design as executed in an adopted Voluntary Planning Agreement to be prepared by Redbank Communities. Lodgment of the amended Part 5 application is subject to completion of various reports to be prepared by Redbank Communities based on the new route.
2. The amended Part 5 Application to be placed on public exhibition for a minimum of 28 days.
3. Council's assessment of the amended Part 5 Application, including consideration of the submissions received during the public exhibition period, to be determined by 13 December 2023.

Following any approval of the Part 5 Application, construction of the Grose River Bridge Crossing can commence. The Voluntary Planning Agreement establishes that the Grose River Bridge must be delivered to practical completion prior to the issue of a Subdivision Certificate for the 1,214th lot in the Redbank Communities Development. With consideration to the current rate of development, it is anticipated that the Grose River Bridge would be delivered to practical completion by late 2026.

Amendments to the Voluntary Planning Agreement

In terms of amendments to the Voluntary Planning Agreement, these include:

1. Background – D – removed reference to the amending LEP contemplated by the Planning Proposal associated with the rezoning given that LEP Amendment was finalised.
2. Definitions – Acquisition Completion Date - amended to reflect changes in dates.

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3. Definitions – Bridge Approval Date – amended to reflect changes in dates.
4. Definitions – Capped Amount – amended to reflect original agreement plus Road Construction and Maintenance Price Index from date of original agreement.
5. Definitions – Monetary Contributions – amended to refer to new bridge route.
6. Definitions – Practical Completion – amended to refer to all works being completed and fit for use.
7. Definitions – Previous Proposed Bridge – Inserted Development Application details of previous application.
8. Delivery of Works – para 6.2 – amended to refer to adopted new trigger for Bridge Approval and Acquisition Completion.
9. Delivery of New Proposed Bridge – para 7.3(a) – amended to refer to adopted new trigger for Bridge Approval and Acquisition Completion.
10. Dispute Resolution – para 15.1 – minor drafting error amended.

COMMUNITY ENGAGEMENT

The amended Voluntary Planning Agreement, including the new preferred alignment as adopted by Council on 31 January 2023 was placed on formal public exhibition from 8 February 2023 to 7 March 2023.

In addition to the two submissions received during the public exhibition period, the feedback received from affected property owners has been provided in this report.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

This proposal is consistent with the following Long-Term Community Objectives set out 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 financial implications arising from this report.

Planning Decision

As this matter is covered by the definition of a "planning decision" under Section 375A of the Local Government Act 1993, details of those Councillors supporting or opposing a decision on the matter must be recorded in a register. For this purpose, a division must be called when a motion in relation to the matter is put to the meeting. This will enable the names of those Councillors voting for or against

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the motion to be recorded in the minutes of the meeting and subsequently included in the required register.

ATTACHMENTS

AT - 1 Redbank Voluntary Planning Agreement - (*Distributed under separate cover*).

oooO END OF REPORT Oooo

ORDINARY MEETING
4. REPORTS FOR DETERMINATION

Meeting Date: 20 June 2023

4.2. GENERAL MANAGER

4.2.1. GM - Request for Leave of Absence - Councillor Eddie Dogramaci - (79351, 155346)

Directorate: General Manager

PURPOSE OF THE REPORT

The purpose of this report is to advise of a leave of absence request from Councillor Eddie Dogramaci.

RECOMMENDATION

That Council consider the application from Councillor Eddie Dogramaci for leave of absence from the Ordinary meeting of Council on 20 June 2023.

BACKGROUND

Councillor Eddie Dogramaci has applied for leave of absence from the Council on Tuesday, 20 June 2023 due to work travel commitments.

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 Long-Term Community Objectives set out within the CSP.

Reliable Council

4.1 Provide representative, responsive and accountable governance.

FINANCIAL IMPACT

There are no financial implications applicable to this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

Meeting Date: 20 June 2023

4.2.2. GM - 2023/2024 Operational Plan and 2023-2033 Long Term Financial Plan - (79351,96332,159586)

Previous Item: 4.2.2, Ordinary (18 April 2023)

Directorate: General Manager

PURPOSE OF THE REPORT

The purpose of this report is to consider submissions received regarding the exhibited Draft 2023/2024 Operational Plan and Draft 2023-2033 Long Term Financial Plan and to make and fix rates and charges for the year ending 30 June 2024.

EXECUTIVE SUMMARY

At the Ordinary Meeting of Council held on 18 April 2023, consideration was given to a report in relation to Council's Draft 2023/2024 Operational Plan and Draft 2023-2033 Long Term Financial Plan under the Integrated Planning and Reporting Framework.

At that meeting, Council resolved that the report be received, and these documents be placed on exhibition for 28 days in accordance with the Local Government Act 1993.

In addition, Council resolved that these documents be reported back to Council post the public exhibition period to consider:

- Public submissions received
- The adoption of the 2023/2024 Operational Plan and 2023-2033 Long Term Financial Plan
- The making and fixing of the rates and charges for the 2023/2024 financial year.

This report considers the submissions received and makes the recommendation to adopt the changes to the documents and to make and fix rates and charges for the year ending 30 June 2024.

RECOMMENDATION

That:

1. The report regarding the exhibited Draft 2023/2024 Operational Plan and Draft 2023-2033 Long Term Financial Plan be noted.
2. The 2023/2024 Operational Plan, included the fees and charges, attached as Attachment 2, be adopted, incorporating the amendments as outlined in the report relating to the rates in the dollar for 2023/2024 to incorporate valuation changes up to the final Rating Resolution.
3. The 2023-2033 Long Term Financial Plan, attached as Attachment 3 be adopted.
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.
 - b) In accordance with Section 496 of the Local Government Act 1993, Domestic Waste Management Charges are made as shown in Table 2 in this report.

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- c) In accordance with Section 501 of the Local Government Act 1993, Commercial Waste Management Charges are made as shown in Table 3 in this report.
 - d) In accordance with Section 501 of the Local Government Act 1993, Sewerage Service Charges are made as shown in Table 4 in this report.
 - e) In accordance with Section 501 and Section 502 of the Local Government Act 1993, Sullage Pump-out Service Charges are made as shown in Table 5 in this report.
 - f) In accordance with Section 496A of the Local Government Act 1993, Stormwater Management Charges are made as shown in Table 6 in this report.
 - g) In accordance with Section 501 of the Local Government Act 1993, Drainage Management Charges are made as shown in Table 7 in this report.
 - h) In accordance with Sections 575 and 577 of the Local Government Act 1993, Pensioner Rebates are made as shown in Table 8 in this report.
5. Council adopt an interest rate of 9.0% on overdue rates and charges, in accordance with Section 566(3) of the Local Government Act 1993.
 6. The persons and/or organisations that made submissions in response to the exhibition of Council's Draft 2023/2024 Operational Plan and Draft 2023-2033 Long Term Financial Plan be advised of Council's decision in this regard and the relevant comments in the report.

BACKGROUND

At its Meeting of Council held on 18 April 2023, consideration was given to a report in relation to the following Integrated Planning and Reporting documents:

- Draft 2023/2024 Operational Plan
- Draft 2023-2033 Long Term Financial Plan.

Council adopted the following resolution relevant to this report:

"That:

1. *The Draft 2023/2024 Operational Plan and the Draft 2023-2033 Long-Term Financial Plan attached as Attachments 1 and 2 to the report be approved for public exhibition and that Council give public notice of the exhibition of the draft documents for a minimum of 28 days, in accordance with Sections 405 and 406 of the Local Government Act, 1993.*
2. *The documents exhibited in accordance with Part 1, be reported back to Council, post the public exhibition period, to consider any public submissions received and to consider the adoption of this document and to make and fix rates and charges for the year ended 30 June 2024."*

Relevant Legislation

- Local Government Act 1993
- Local Government (General) Regulation 2021

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

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DISCUSSION

Public Submissions

The Draft 2023/2024 Operational Plan and Draft 2023-2033 Long Term Financial Plan were advertised and placed on public exhibition for a period of 28 days from 19 April 2023 until 16 May 2023 in accordance with legislative requirements.

The draft documents were circulated and promoted via Council's website and social media, media release, advertisement in Council Notices, through Council's online community portal YourHawkesbury-YourSay, face-to-face engagement at the Hawkesbury Show and hard copy availability at Council's Administration Building, Libraries and the Visitor Information Centre.

During the exhibition period, 12 formal submissions were received as detailed in this report, with submissions received through YourHawkesbury-YourSay and emailed directly to Council.

The submissions have been considered and have not resulted in any significant amendments being required to the exhibited documents.

The submissions received are attached as Attachment 1 to this report. All submitters receive a response to their submission from Council.

A summary of the submissions and Council comments is provided below:

Summary of Submissions on the Draft 2023/2024 Operational Plan and Draft 2023-2033 Long Term Financial Plan

Roads and Bridges

Submission Summary	Comment
Sealing of Wheelbarrow Ridge Road	Recent natural disasters have resulted in budget limitations being placed on the gravel road sealing program, which has placed the project on hold. The timing and scope of works for the sealing of Wheelbarrow Ridge Road and other gravel road sealing projects are currently being reviewed and prioritised by Council.
Widening of the bridge over Buttsworth Creek along Wilberforce Road	The bridge is currently owned and maintained by the NSW State Government and any works would be completed by Transport for NSW.

Infrastructure, Buildings and Heritage

Submission Summary	Comment
Shade sail installation (Peppercorn Services)	Council is currently reviewing the condition data on a wide range of Council's assets, including buildings and open space facilities across the city. Council is prioritising the needs of all our facilities in the city and developing a program for renewing and upgrading our buildings and supporting infrastructure such as shade sails over key sites such as playgrounds community facilities. A program for such work will be developed in the coming years.

ORDINARY MEETING**4. REPORTS FOR DETERMINATION****Meeting Date:** 20 June 2023

Submission Summary	Comment
Building works to Peppercorn Place	Council is currently reviewing the condition, use and function on a wide range of Council's assets, including buildings across the city. Council is prioritising the needs of all our facilities in the city and will be developing a program for renewing and upgrading our buildings over the coming years.
Restoration of the police/military compound in Windsor	Council has no control over this site. The site is owned by NSW Police. It is both locally and State Heritage listed. There are several funding opportunities for the site restoration including through Heritage NSW and Council's Local Heritage Assistance Fund, where grants of up to \$2,000 with matching funding are available, should the owners wish to pursue these.
Refurbishment of the Phillip Cunningham Memorial in Thompson Square	Council will raise a maintenance works request to have the memorial repainted. Council will aim to have the memorial refreshed prior to February 2024.
Replacement of fencing in Thompson Square	Council Officers will review this project as part of the minor capital works program and prioritise accordingly.

Public Spaces, Parks and Open Space

Submission Summary	Comment
Woodbury Reserve	A significant upgrade to Woodbury Reserve is planned under the State Government WestInvest Fund. This upgrade is in line with the site Masterplan and includes a new playground, multi-purpose courts, new amenities building, access and parking improvements. A new BMX pump track is also currently under construction with additional funding from the State Government's Open Spaces Program: Places to Play grant. More information including timings will be made available as funding arrangements and project planning are confirmed.
Clearing of swamp land along Pitt Town Road	<p>Council has prioritised the revitalisation of formal open spaces, through playground renewals, installation of shade over playgrounds and park and street furniture renewals in the 2023/2024 Operational Plan.</p> <p>It is anticipated that works to clear and fill the wetland area would cost approximately \$100,000, subject to further detailed investigation and consultation with Transport for NSW, the Roads Authority for Pitt Town Road. Should Council elect to prioritise these works above those already identified, options for reallocation of funding either from road maintenance or parks and open space</p>

ORDINARY MEETING**4. REPORTS FOR DETERMINATION****Meeting Date:** 20 June 2023

Submission Summary	Comment
	maintenance programs, can be identified through the Quarterly Budget Review process.
Windsor Terrace riverbank restoration	Council has obtained grant funding to remediate the two slumps on The Terrace. Project plans and timings will be finalised once funding details are confirmed by the NSW Government.
Bensons Lane Sporting Fields opening	Bensons Lane Sporting Grounds are currently locked when sport is not being played on the site due to its location and past vandalism issues. The fields are open to bookings by community groups.
McQuade Park Windsor strategy (maintenance, recovery and development)	Funding has been set aside for the 2023/2024 financial year to refurbish the passive park furniture and undertake concept design for McQuade Park to guide future works.

Sullage Services

Submission Summary	Comment
Pump out Sullage Service costs	Council's annual sullage charge is based on cost recovery on a user pays basis. The main cost, being the sullage contractor has been tested against the market to provide value for residents. The sullage service charges are calculated on the basis that revenue generated is sufficient to fund the cost of providing the service.

Health and Community Resilience

Submission Summary	Comment
Application of a health perspective to key Operational Plan actions	Council is committed to being part of the Alliance and the Manager of Community Services will sit on the committee. Council is committed to providing good health outcomes to the Hawkesbury community and will look to maintain and develop partnerships which support these outcomes. Key initiatives will include engagement and representation from health providers and will be examined with a health lens.
Development of measurement tools for social health and well-being	Council utilises key health data to inform its initiatives and projects, including regular engagement with the Local Health District, Wentworth Healthcare provider of the Nepean Blue Mountains Primary Health Network and Western Sydney Health Alliance. Council is currently developing a high level indicator framework for its upcoming Community Strategic Plan and Delivery Program review and will engage with the Western Sydney Health Alliance when developing Health Indicators.

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4. REPORTS FOR DETERMINATION

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Submission Summary	Comment
Piloting actions from the Western Sydney Health Alliance Climate, Health and Wellbeing Guideline	Council is committed to the Access to Health and Wellbeing Services Working Group and will provide continued support for the ongoing implementation of the Western Sydney Health Alliance Climate, Health and Wellbeing Guideline.

Drainage Charges

Submission Summary	Comment
Redbank Drainage Charge Description	<p>To remain financially sustainable and to continue to provide services at current levels for all constituents across the Hawkesbury, a funding strategy is required to address the financial impacts of the additional costs associated with the requirement to maintain the dams and water quality treatment devices within the Redbank community, which has been termed the 'keyline drainage system'.</p> <p>These requirements are above and beyond contemporary housing developments of this nature and are not related to typical stormwater drainage infrastructure. This financial challenge was initially identified in Council's Financial Sustainability Strategies developed in 2016 and has been reported in subsequent documents outlining Council's long term financial sustainability on a range of occasions since.</p> <p>The description of the charge is in accordance with Section 501 of the Local Government Act. Additional information has been provided within the 2023/2024 Operational Plan and 2023-2033 Long Term Financial Plan to provide further clarification that this charge is in relation to preparing for the additional costs associated with the maintenance and legislative requirements of the dams that form the 'keyline drainage system', as distinct to the stormwater infrastructure to manage run-off from the development.</p>
Redbank Drainage Charge Background and History	<p>The charge was initially levied at \$25 per annum commencing in 2019/2020 and held at that value until it was increased to \$30 in 2022/2023. While no direct expenditure has been incurred to date, all charges collected to date have been placed in a reserve to fund the future costs to be incurred once Council has assumed the maintenance and legislative responsibilities associated with the dams and water quality treatment devices within the 'keyline drainage system'.</p> <p>The reserve is projected to close with a balance</p>

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4. REPORTS FOR DETERMINATION

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Submission Summary	Comment
	<p>of \$134K as at 30 June 2024 and enables Council to implement a price-smoothing mechanism to increase the charge to an amount over time that will assist with addressing the financial challenge. It is forecast, on the advice received from Redbank Communities, that expenditure in the next year, that is the 2024/20245 financial year, related to the system will be \$363K.</p> <p>Council also deemed that it was important that prospective purchasers and current residents were aware of the charge and that it will be an amount significantly higher than the Stormwater Management Charge that is applied to the remainder of Hawkesbury properties connected to stormwater, of \$25. The Stormwater Management Charge is for a different purpose, being for the maintenance and expansion of stormwater drainage infrastructure. This charge is not levied on Redbank residents, even though the stormwater drainage system for run-off will continue to be transferred to Council in due course.</p> <p>It is to be noted that the amount to be collected from Redbank residents will be a percentage of the total additional costs specifically related to the requirements of the dams, which is yet to be determined. Community engagement regarding the level of contribution towards these costs and what these costs are likely to be on an annual basis is currently scheduled to occur within the next six to nine months.</p>
Long Term Financial Plan Modelling - Redbank Drainage	<p>The modelling used to determine the likely quantum of the future financial demand was based on information provided by Redbank Communities regarding the current costs to maintain and adhere to legislative requirements associated with the dams, in conjunction with the estimated timing of development, to estimate the likely income required to provide a reduction of the financial burden of these costs.</p> <p>Unlike the Stormwater Management Charge referred to previously, this charge is not for the purpose of renewing, upgrading or expanding stormwater infrastructure, rather it is solely for the purpose of maintaining and operating existing infrastructure with a service level above that which is provided generally across Hawkesbury. The Stormwater Management Charge, being a statutory charge, is capped by legislation.</p>

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Submission Summary	Comment
	In relation to Scenario 2 within the Long-Term Financial Plan, the typographical error on page 24 has been corrected to reflect a 10% per annum increase, rather than 2.5%.

Amendments

Some minor formatting and wording changes have been identified in relation to the exhibited Draft 2023/2024 Operational Plan and the document has been amended accordingly. These amendments are reflected in the 2023/2024 Operational Plan attached as Attachment 2 to this report.

As stated in the Draft 2023/2024 Operational Plan placed on public exhibition, the rates in the dollar in the recommendation in this report differ slightly to those placed on public exhibition. It is prudent to incorporate the latest valuation changes available to ensure Council's valuation base remains as up to date as possible thereby maximising potential revenue.

Some minor formatting and wording changes have been identified in relation to the exhibited Draft 2023-2033 Long Term Financial Plan and the document has been amended accordingly. These amendments are reflected in the 2023-2033 Long Term Financial Plan attached as Attachment 3 to this report.

Making of Rates and Annual Charges for the 2023/2024 Financial Year

The rating structure, with amendments to the rates in the dollar as outlined above, and the amounts proposed for Annual Charges remain as exhibited.

- *General Rates.*

Council resolved to retain the current rating structure, which includes a 50% base amount derived from the Residential Rating Category and then applied to all other Rating Categories and Subcategories. Table 1 below details the rate in the dollar and applicable base amount for each rating category in the Hawkesbury Local Government Area.

Table 1 – Ordinary Rates 2023/2024

Rating Category / Subcategory	Rate in \$	Base Amount
Residential	0.105039	\$780
Farmland	0.094535	\$780
Business Area 1	0.210078	\$780
Business Area 2	0.210078	\$780
Business Area Other	0.210078	\$780

Further details on rating categories, including properties covered by the Business subcategories are shown in Attachment 2 to this report.

- *Domestic Waste Management Charges.*

In accordance with Section 496 of the Local Government Act 1993, it is recommended that Council makes and levies the following Domestic Waste Management Charges.

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Table 2 – Domestic Waste Management Charges 2023/2024

Description	Charge
Weekly Domestic (Inc. Green) Waste Mgt Charge 240L	\$787.10
Weekly Domestic Waste Mgt Charge 240L	\$688.50
Weekly Domestic (Inc. Green) Waste Mgt Charge 140L	\$534.10
Weekly Domestic Waste Mgt Charge 140L	\$435.50
Fortnightly Domestic Waste Mgt Charge 240L	\$435.50
Fortnightly Domestic Waste Mgt Charge 140L	\$305.85
Weekly Domestic Waste Service Availability Charge	\$199.00
Fortnightly Domestic Waste Service Availability Charge	\$99.50

- *Commercial Waste Management Charges.*

In accordance with Section 501 of the Local Government Act 1993, it is recommended that Council makes and levies the following Commercial Waste Management Charges.

Table 3 – Commercial Waste Management Charges 2023/2024

Description	Charge
Weekly Business Waste Management Service 240L	\$1,007.25
Weekly Business Waste Management Service 140L	\$631.45
Fortnightly Business Waste Management Service 240L	\$701.10
Fortnightly Business Waste Management Service 140L	\$431.50

- *Sewerage Service Charges.*

In accordance with Section 501 of the Local Government Act 1993, it is recommended that Council makes and levies the following Sewerage Service Charges.

Table 4 – Sewerage Service Charges 2023/2024

Description	Charge
Sewer Residential Connected	\$1,087.90
Sewer Residential Unconnected	\$724.45
Sewer Business Unconnected	\$730.00
Sewer Business Category 1 (<1,000L per day)	\$1,266.25
Sewer Business Category 2 (1,001-5,000L per day)	\$6,349.10
Sewer Business Category 3 (5,001-10,000L per day)	\$12,647.75
Sewer Business Category 4 (10,001-20,000L per day)	\$25,218.20
Sewer Business Category 5 (> 20,000L per day)+	\$25,218.20
Trade Waste Volume Charge per kilolitre over 20,000L charged to Sewer Business Category 5 properties	\$43.32

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- *Sullage Pump Out Service Charges.*

In accordance with Section 501 and Section 502 of the Local Government Act 1993, it is recommended that Council makes and levies the following Sullage Pump-out Service Charges.

Table 5 – Sullage Pump-out Service Charges 2023/2024

Description	Charge
Residential Fortnightly Sullage Pump-out Service	\$2,764.00
Residential Weekly Sullage Pump-out Service	\$5,528.00
Additional Pump-out Service	\$177.10
Emergency After-Hours Pump-out Service	\$222.40
Commercial and Industrial Properties Pump-out Service on request (per 1,000 litres, minimum 2,500 litres)	\$30.45

- *Stormwater Management Charges.*

In accordance with Section 496A of the Local Government Act 1993, it is recommended that Council makes and levies the following Stormwater Management Charges.

Table 6 – Stormwater Management Charges 2023/2024

Description	Charge
Stormwater Management - Residential	\$25.00
Stormwater Management – Residential Strata	\$12.50
Stormwater Management – Business <i>per 350m² or part thereof, up to a maximum of \$1,500.00</i>	\$25.00
Stormwater Management – Business Strata <i>Pro-rata of business charge, based on land valuation apportionment</i>	<i>Pro-rata</i>

- *Drainage Management Charges.*

In accordance with Section 501 of the Local Government Act 1993, it is recommended that Council makes and levies the following Drainage Management Charges.

Table 7 – Drainage Management Charges 2023/2024

Description	Charge
Drainage Management - Residential	\$100.00
Drainage Management – Residential Strata	\$100.00

The Drainage Management Service Charge is only applicable to properties identified within the urban release area in North Richmond (Redbank). Properties in this area are not subject to the Stormwater Management Service Charge.

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Table 8 – Pensioner Rebates 2023/2024

As outlined within the Revenue Policy section as attached as Attachment 4 to this report, the following rebates are available for eligible pensioners.

Rate or Charge Applied Against	Rebate
Ordinary Residential Rates and Domestic Waste Service Charges	50% of aggregated rates and domestic waste service charges to a maximum of \$250
Residential Sullage Service Charge	50% of applicable charge
Sewer Residential Connected Charge	50% of charge, being \$543.95

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters that required Community Engagement under Council’s Community Engagement Policy and public exhibition, in accordance with the Local Government Act 1993.

The draft documents were circulated and promoted via Council’s website and social media, media release, advertisement in Council Notices, through Council’s online community portal YourHawkesbury-YourSay, face-to-face engagement at the Hawkesbury Show and hard copy availability at Council’s Administration Building, Libraries and the Visitor Information Centre.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Long-Term Community Objectives set out within the CSP.

Reliable Council

- 4.1 Provide representative, responsive and accountable governance.
- 4.2 Encourage an informed community.
- 4.3 Build strong financial sustainability for now and future generations.
- 4.7 Encourage informed planning, balanced growth and community engagement.

FINANCIAL IMPACT

The adoption of the recommendations in this report will result in the Draft 2023/2024 Operational Plan and Draft 2023-2033 Long Term Financial Plan, as placed on exhibition and incorporating the changes proposed in this report, being adopted, along with their budgetary allocations.

ATTACHMENTS

- AT - 1** Submissions received during the exhibition of the Draft 2023/2024 Operational Plan and Draft 2023-2033 Long Term Financial Plan - *(Distributed under separate cover)*.
- AT - 2** 2023/2024 Operational Plan - *(Distributed under separate cover)*.
- AT - 3** 2023-2033 Long Term Financial Plan - *(Distributed under separate cover)*.

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4.3. CITY PLANNING

4.3.1. CP - Koala Plan of Management Cost and Funding - (95498, 124414)

Previous Item: 6.1.1, Extraordinary (17 May 2023)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to respond to previous Council resolutions, and to provide Council with:

- An estimate of the costs involved in the development of a Koala Plan of Management
- An overview of the potential funding opportunities available for developing a Koala Plan of Management.

EXECUTIVE SUMMARY

Council had previously resolved to receive a report detailing costs and methodology associated with the preparation of a Koala Plan of Management.

Council Officers have researched this matter, including discussion with councils who have already developed a Koala Plan of Management, relevant State agencies, and engagement with groups and organisations that have an active involvement in research and management of koala populations. That research has identified the following is required in order for the Department of Planning and Environment to approve a Koala Plan of Management:

1. Fine Scale Vegetation Mapping
2. Koala Habitat Survey
3. Koala Plan of Management.

The research undertaken has also identified that should Council resolve to commence preparation of a Koala Plan of Management, Council would be afforded with access to data, funding and partnership opportunities, significantly reducing the expected costs of undertaking a Koala Plan of Management.

Consideration of this matter is required by Council based on the outcome of research undertaken.

RECOMMENDATION

That Council commence the undertaking of Fine Scale Vegetation Mapping for the purpose of contributing to the development of a Koala Plan of Management.

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BACKGROUND

At Council's Meeting on 17 May 2023, Council resolved, in part:

"That Council:

- 3. Receive a report detailing costings, potential external funding sources and funding available under the first quarterly budget review of 2023/2024 to commence a comprehensive Koala Management Plan.*

"That Council:

- 4. Update Councillors and the public on the progress of the Resolution of 8 February 2022 which called for a report on the methodology and funding available to map our koala populations and how this information could be used to protect them."*

Additionally, at Council's Meeting on 8 February 2022, Council resolved:

"That Council calls for a report on the methodology and funding available to map our koala populations, as well as well as how this information could be used to protect them."

In response, Council Officers have engaged with all NSW councils that currently have a Koala Plan of Management for their advice, experience and learnings on the development and implementation of a Koala Plan of Management, and to gather information on likely costs.

Council officers specifically asked:

- What's involved in preparing a Plan?
- Is there funding to do such a Plan (State or Federal)?
- Costs involved?
- Any learnings you found from undertaking a Plan?

Council Officers have also contacted the Department of Planning and Environment in this respect, to discuss the NSW Koala Strategy (Attachment 1), including funding opportunities.

A Koala Plan of Management must be developed and approved under the State Environmental Planning Policy (Biodiversity and Conservation) 2021 – Chapter 4.3

As per the above State Environmental Planning Policy, for a Koala Plan of Management to take effect it needs to be approved by the Planning Secretary. Upon consultation with the Department of Planning and Environment it has been determined that to obtain approval of the Secretary, Council would need to commission (in the following order):

1. Fine Scale Vegetation Mapping
2. Koala Habitat Survey
3. Koala Plan of Management.

Based on the research undertaken, the approximate cost is dependent on the size of the area covered under the Koala Plan of Management, and on the methods and scope utilised for mapping and habitat survey. The area could be the entire Local Government Area, or be narrowed down to

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selected areas based on known koala data collected from NSW Department of Planning and Environment, Citizen Scientists and local non-government organisations such as Science for Wildlife.

Fine Scale Vegetation Mapping is one of the requirements for a successful Koala Habitat Survey. If undertaken broadly, Fine Scale Vegetation Mapping would not only have benefits for a Koala Plan of Management, but for improving all of Council's planning and decision-making processes moving forward. If undertaken specifically only for koala management, the costs of Fine Scale Vegetation mapping would be reduced, but would also reduce the long-term planning benefits that would be delivered if undertaken broadly.

Koala Habitat Surveys are undertaken by suitably qualified specialist staff (Environment Protection and Biodiversity Conservation Act, 1999) using the results from Fine Scale Vegetation Mapping combined with on ground survey techniques such as Spot Assessment Technique, conservation detection dogs, spotlighting, passive acoustic or drones. These surveys are undertaken to locate and ground truth suitable koala habitat and the presence of actual koalas. The technique used to undertake a Koala Habitat Survey also has an effect on costs and benefits and requirements are dependent on a range of factors such as geographical practicality of the area, permissions for access and privacy issues.

Once mapping and habitat survey have been undertaken, a Koala Plan of Management can be commissioned and developed. A Koala Plan of Management is a highly desirable and effective tool in protecting koalas and improving Koala Habitat, and has added community benefits such as removing the requirements for development applications to include a Koala Assessment under State Environmental Planning Policy (Biodiversity and Conservation) 2021 – Chapter 4.2.

Under the NSW Koala Strategy there is \$190 million of funding available until 2026. The Strategy is founded upon four pillars:

1. Koala habitat conservation (\$107.1 million)
2. Supporting local communities to conserve koalas (\$19.6 million)
3. Improving health and safety of koalas (\$23.2 million)
4. Building our knowledge of koalas (\$43.4 million)

Other NSW councils feedback also included that having a Koala Plan of Management and a broader Koala Strategy has also assisted in securing funding post development for further studies and on ground works related to environmental conservation.

Location Plan

A Koala Management Plan could be developed for the entire Local Government Area or could be narrowed down to selected areas based on known koala data collected from NSW Department of Planning and Environment, Citizen Scientists and local non-government organisations such as Science for Wildlife.

Relevant Legislation

State Environment Planning Policy (Biodiversity and Conservation) 2021, Chapter 4 Koala Habitat Protection 2021 as found at <https://legislation.nsw.gov.au/view/html/inforce/current/epi-2021-0722>

DISCUSSION

Based on the engagement with other councils who have developed a Koala Plan of Management, and the Department of Planning and Environment, the costs of developing a Koala Management Plan are

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hard to quantify. The Department of Planning and Environment and any partnerships would require a commitment from Council to initiate information gathering and sharing, following which it is anticipated that grant opportunities could become available and therefore more accurate costings would be known.

Best estimates for the costs of developing a Koala Management Plan for the entire Local Government Area, without any assistance from government or partner resources is:

- Fine scale vegetation mapping (\$150,000-\$250,000)
- Habitat Survey (\$150,000)
- Development of Koala Plan of Management (\$50,000-\$100,000).

Officers have already had an indication that there would be financial and in-kind support available from Department of Planning and Environment and Science for Wildlife respectively if a commitment to prepare a Koala Plan of Management is made by Council. Whilst it is likely that this would significantly reduce costs associated with the mapping and habitat survey elements in particular, the dollar value of this support is presently unknown.

Costs associated with Koala Habitat Surveys also have the potential to be reduced by utilising partner agencies such as Science for Wildlife, a not-for-profit wildlife conservation organisation who have already undertaken extensive koala research in the Hawkesbury Local Government Area.

Science for Wildlife findings to date are that this region and more specifically the Hawkesbury Local Government Area is nationally important. They have identified 1,500-2,000 koalas within the Hawkesbury Local Government Area to date and believe this is only a portion of the total numbers. Their research has also identified that the koala population in the Hawkesbury Local Government Area has the widest genetic diversity in NSW and possibly Australia, meaning that this population could be a critical climate refuge. This population of koalas is also not only distributed in rural and remote areas, there are many koalas and much habitat attracting koalas within Council's developed and developing areas leading to vehicle strikes and dog attacks that could put populations at risk of isolation and eradication.

The Department of Planning and Environment is currently awaiting finalisation of the NSW State Government budget to provide a more detailed response on what funding would be available to Council which may include funding for koala mapping and habitat surveys. No current funding is available for the development of the Koala Plan of Management from the Department of Planning and Environment until the Koala State Environmental Planning Policy is resolved, for which there is no given time frame. As such, it is unknown whether funding will become available at any time to develop a Koala Plan of Management.

The development of a Natural Conservation Strategy was included in Council's Operational Plan for 2022/2023. Whilst staff have commenced the scoping work in preparation for this Strategy, the \$100,000 allocated in the 2022/2023 Budget to contribute to the development of this Strategy has not yet been required to be allocated to a consultancy to deliver this Strategy.

The requisite Fine Scale Vegetation Mapping that is undertaken to develop a Koala Plan of Management is also required for a Natural Conservation Strategy. It is proposed that Council endorse the undertaking of Fine Scale Vegetation Mapping to an extent that could be delivered within the \$100,000 available, following which a further report would be presented to Council for consideration as to whether to progress with the following two stages of work required to develop a Koala Plan of Management.

Early advice received from the Department of Planning and Environment has indicated that when councils commit to developing a Koala Plan of Management, funding opportunities to assist with this

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work becomes available. Should Council resolve to undertake Fine Scale Vegetation Mapping, staff will work with the Department of Planning and Environment to seek grant funding to further the development of a Koala Plan of Management, the outcomes of which would be reported to Council.

The Fine Scale Vegetation Mapping that is required to be undertaken as Stage 1 of the process to develop a Koala Plan of Management will benefit the development of a Natural Conservation Strategy. It is recommended that staff work with Science for Wildlife to seek their expertise in determining the priority area in which Fine Scale Vegetation Mapping should be undertaken within the current budget available. The outcomes of this work will then be reported to Council to determine whether to progress further with the development of a Koala Plan of Management.

Strategic alignment:

A Koala Plan of Management directly aligns with the following Council strategic documents:

- Draft Urban Greening Strategy 2023-2043
- Draft Environmental Sustainability Strategy 2023-2033
- Draft Climate Change and Risk Assessment Strategy
- Hawkesbury Community Strategic Plan 2017-2036
- Local Strategic Planning Statement
- Hawkesbury Rural Lands Strategy
- Draft Place Plans.

A Koala Management Plan has further benefits to:

- Hawkesbury Floodplain Risk Management Study and Plan
- Hawkesbury City Council Net Zero Emissions and Water Efficiency Strategy.

Regional strategic partnerships and has benefits for:

- Hawkesbury-Nepean Coastal Management Plan
- Western Sydney Regional Organisation of Councils (WSROC).

NSW State Government:

- Koala Strategy 2050
- Koala Habitat Guidelines
- Biodiversity Conservation Act 2016
- State Environmental Planning Policy (Biodiversity and Conservation) 2021
- A total of 1,403 priority actions have been identified to help recover threatened species and tackle threatening processes in the Hawkesbury City Council local government area. These priority actions are grouped into 26 recovery strategies and 5 threat abatement strategies. The 5 strategies identified by the Department of Planning and Environment are:
 - Establish management agreements with public authorities, CMAs, and land managers/owners
 - Habitat management
 - Habitat Rehabilitation/Restoration and/or Regeneration
 - Measure response to control
 - Survey/Mapping and Habitat assessment.

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Australian Federal Government:

- Conservation Advice for *Phascolarctos cinereus* (Koala) combined populations of Queensland, New South Wales and the Australian Capital Territory - In effect under the Environment Protection and Biodiversity Conservation (EPBC) Act 1999
- National Recovery Plan for the Koala.

Along with the strategic local, state and federal alignment, the Koala Plan of Management would empower Council in determining standards of development planning above and beyond the State Environmental Planning Policy (Biodiversity and Conservation) 2021, and removes the requirement for each developer to submit a Koala Assessment.

The development of a Koala Plan of Management integrates with Council's strategic vision and provides a solid foundation for future development of strategic plans by providing important and powerful tools to Council, prospectively opening future funding opportunities for a wide array of projects both directly and indirectly related to koala conservation.

COMMUNITY ENGAGEMENT

Consultation would be required as part of State Environment Planning Policy (Biodiversity and Conservation) 2021, Chapter 4 Koala habitat protection 2021.

Chapter 4, Section 13, Public exhibition of draft koala plans of management, states:

Following the preparation of a draft koala plan of management, the council:

- a) must publicly exhibit the draft koala plan of management for a minimum period of 90 days, and
- b) must give public notice on the council's website and in a local newspaper of the places, dates and times for inspection of the draft koala plan of management, and
- c) must publicly exhibit a copy of the draft koala plan of management at the places, on the dates and during the times set out in the notice, and
- d) must serve notice of the places, dates and times for inspection of the draft koala plan of management on landholders whose land is identified under clause 12(4) in the draft koala plan of management:
 - i. by post, or
 - ii. by email to an email address specified by the landholder for the service of notices by the council, and
- e) must specify, in the notices referred to in paragraphs (b) and (d), the period during which submissions about the draft koala plan of management may be made to the council (which must include the period during which the draft koala plan of management is being publicly exhibited).

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CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Long-Term Community Objectives set out within the CSP.

Great Place to Live

- 1.1 Enable a shared responsibility for community resilience, community safety and disaster management.
- 1.3 Increase the range of local partnerships and plan for the future.
- 1.5 Provide the right places and spaces to serve our community.
- 1.7 Encourage broad and rich celebration of our local culture and significant heritage.

Protected Environment and Valued History

- 2.2 Value, protect and enhance our natural land-based environment with an emphasis on using local resources and key partnerships.
- 2.4 Encourage and enable our community to make more sustainable choices.

Reliable Council

- 4.1 Provide representative, responsive and accountable governance.
- 4.2 Encourage an informed community.
- 4.4 Build strong relationships and shared responsibilities.
- 4.5 Encourage a shared responsibility for effective compliance.
- 4.6 Support the operation of the organisation through effective staff engagement.
- 4.7 Encourage informed planning, balanced growth and community engagement.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications. There is \$100,000 expenditure provided for in the Adopted 2022/2023 Operational Plan. Should Council resolve to proceed in part with this project, it is proposed that Council progress to undertake Fine Scale Vegetation Mapping with a further report to be presented to Council following completion of this activity that will include the details of what additional funding would be required to develop a Koala Plan of Management in full.

ATTACHMENTS

- AT - 1 NSW Koala Strategy - (*Distributed under separate cover*).
- AT - 2 National Recovery Plan for the Koala - (*Distributed under separate cover*).
- AT - 3 Conservation Advice for *Phascolarctos cinereus* (Koala) combined populations of Queensland, New South Wales, and the Australian Capital Territory - In effect under the Environment Protection and Biodiversity Conservation (EPBC) Act 1999 - (*Distributed under separate cover*).

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AT - 4 Koala habitat restoration guidelines - (*Distributed under separate cover*).

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4.3.2. CP - 2022/2023 Community Sponsorship Program - Round 3 - (95498, 96328)

Previous Item: 4.3.3, Ordinary (18 April 2023)
183, Ordinary (15 November 2023)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to advise Council of applications received for financial assistance under Round 3 of the 2022/2023 Community Sponsorship Program. The applications received under Round 3 of the Program have been scored against the assessment criteria in the Community Sponsorship Strategy.

The report provides Council with the outcome of the assessment of applications and makes a recommendation based on this assessment as to what applications meet the funding criteria and therefore should receive funding under the Community Sponsorship Program.

EXECUTIVE SUMMARY

Council received 26 applications for sponsorship under Round 3 of the 2022/2023 Community Sponsorship Program.

The applications received under Round 3 of the Program have been assessed in accordance with the assessment criteria in the Community Sponsorship Strategy. This report provides details of each application and the assessment of each application against the criteria within the Community Sponsorship Strategy. It is recommended that 21 of the 26 applications received for sponsorship meet the funding criteria and therefore are recommended for funding under Round 3 of the 2022/2023 Community Sponsorship Program.

RECOMMENDATION

That Council:

1. Approve payments for Section 356 Financial Assistance to the individuals and organisations listed in this report and at the level of funding recommended in this report.
 2. Approve the execution of Council's standard Sponsorship Agreement for those applications where the approved level of funding is over \$500.
 3. Advise the five applicants, Ruff Track, Walk Every Day May, Galactic, Reknighted and Take a Bow, that their applications were not successful as listed in this report.
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BACKGROUND

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

- a) Participation: funding to enable the participation of residents who have been selected to represent their community in regional, national or international sporting and cultural events (\$150 per individual or \$750 for a team of five or more).
- b) Access: funding to subsidise half (50%) of the cost of hiring a Council or community facility (to a maximum Council contribution of \$750).
- c) Building a Connected, Healthy, Inclusive and Resilient Hawkesbury: funding to the cost of an activity or project which will assist the community to come together to plan and deliver activities that support a connected, healthy, and resilient Hawkesbury (up to \$3,000).

In accordance with the schedule for funding rounds within the 2022/2023 Community Sponsorship Program, Round 3 of the Program closed on 31 May 2023. The Community Sponsorship Program was promoted:

- Online on Council's website, Facebook page, and Hawkesbury e-News;
- At network and interagency meetings including Hawkesbury Connect, Hawkesbury Youth Interagency, and;
- Through Hawkesbury Community Hubs - face to face and online updates.

DISCUSSION

Assessment of Round 3 - 2022/2023 Applications

In total 26 applications are presented for Council's consideration under Round 3 of the 2022/2023 Community Sponsorship Program. Of these applications, 17 relate to financial assistance under the Participation category and 9 relate to financial assistance under the Building a Connected, Healthy, Inclusive and Resilient Hawkesbury category. There were no applications relating to financial assistance under the Access category.

The following tables summarise the applications received and the proposed level of financial assistance to be granted.

- a) Participation Category: This category provides for Council to contribute \$150 per individual or \$750 per team of five or more who have been selected to represent their community in regional, national or international sporting competition or cultural event.

Applicant	Proposal	Recommended Amount
Suzanne Hadlow	National Championships for Dragon Boats	\$150
Alexander Martin	Free G State Competition in Canberra NSW	\$65
Reece Rickard	Free G State Competition in Canberra NSW	\$65
Sarah Puglisi	Hart Senior State Netball Titles in Maitland	\$150
Lexy Buhagiar	Hart Senior State Netball Titles in Maitland	\$150
Charlotte Hayward	Hart Senior State Netball Titles in Maitland	\$150
Tegan Walters	Hart Senior State Netball Titles in Maitland	\$150

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Applicant	Proposal	Recommended Amount
Alyssa Connon	Rugby Rep Team Under 11s State Championships	\$150
Olivia Kwiez	Hart Senior State Netball Titles in Maitland	\$150
Zoe Hodder	Hart Senior State Netball Titles in Maitland	\$150
Lily Taylor Evans	Hart Senior State Netball Titles in Maitland	\$150
Jenson Taylor	Rugby Juniors State Championships	\$150
Jenson Taylor	U11 Presidents Cups Cricket	\$150
Hudson Free	Sydney West PSSA Cross Country Championship	\$150
Benjamin Soper	2023 Australia Little League Division 2 Championship	\$150
Holly Hassett	Hart Senior State Netball Titles in Maitland	\$150
Helen Palmer	2023 National All School Girls Netball Challenge - Windsor High School Team	\$750

- b) Access Category: There were no applications received under this Category. The Community Sponsorship Strategy provides for Council to subsidise half (50%) of the cost of hiring a Council or community facility, with a maximum Council contribution of \$750.
- c) Building a Connected, Healthy, Inclusive and Resilient Hawkesbury Category: Nine applications were received under this Category. The Community Sponsorship Strategy provides for Council to fund the cost of an activity or project which will assist the community to come together to plan and deliver activities that support a connected, healthy, and resilient Hawkesbury (up to \$3,000).

Applicant	Proposal	Recommended Amount
RuffTRACK Limited	Coffee Cart Social Enterprise run by young people	Nil
Walk Everyday May	Walk Everyday May event to raise awareness of Domestic Violence	Nil
Galactic	Galactic is a family friendly music, arts and camping gathering at St Albans	Nil
Reknighted	Reknighted workshops in schools	Nil
Bligh Park Community Services	Annual Halloween celebration in Bligh Park	\$2,302.75
Take a bow	Funding for a playgroup that promotes sharing of knowledge and experiences through the vibrancy of Drama.	Nil
Hawkesbury District Concert Band	Upgrade of 40 easily foldable music stands to replace old ones for Hawkesbury District Concert Band, a community band.	\$2,302.75

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Applicant	Proposal	Recommended Amount
Kurmond Public School P and C Association	Markings of a fitness circuit under the COLA for school children, staff and visitors, particularly in light of Share our Space programs that open up the schools in School holidays.	\$2,302.75
Kurrajong Public School P and C Association	Creation of an entry garden for Kurrajong Public School spring fair. The garden will be created to welcome attendees and provide display space for community organisations.	\$2,302.75

The analysis of each application under this Category against the Assessment Criteria Matrix is attached as Attachment 1 to this report – it is noted that the maximum score possible under the Matrix for each application is 52. As noted in the Community Sponsorship Strategy an applicant is deemed eligible for consideration by Council for sponsorship if the applicant received score of 30 or more.

RuffTRACK was assessed as not eligible for sponsorship. The RuffTRACK application proposed to co-fund operation of a coffee cart social enterprise and the project proposal included \$6,400 of salaries required to deliver the project. As the Community Sponsorship Program is not intended to subsidise recurrent project costs. Further to this, the application did not receive a score of 30 or more in the assessment matrix.

Walk Every Day May was assessed as not eligible for sponsorship. The Walk Every May application was lodged by a community member not auspiced by an organisation with an ABN and as such, did not meet the eligibility criteria.

Galactic was assessed as not eligible for sponsorship due to the requested funding total being \$30,000. This amount is in excess of the \$3,000 available through the Community Sponsorship Program and the partial allocation of Council funding to this application would not guarantee project delivery, therefore the application was deemed ineligible.

Reknighted was assessed as not eligible for sponsorship due to the requested funding total being \$6,590. This amount is in excess of the \$3,000 available through the Community Sponsorship Program and partial funding of this application would not guarantee project delivery, therefore the application was deemed ineligible.

Take a Bow was assessed as not eligible for sponsorship due to not receiving a score of 30 or more in the assessment matrix.

Council staff will work with applicants that were unsuccessful in Round 3 of the 2022/2023 Community Sponsorship Program to provide assistance that may support future grant opportunities, including grants writing training and referral to alternate grant programs where available.

Category	Amount
Participation	\$2,980
Access	\$0
Building a Connected, Healthy, Inclusive and Resilient	\$9,211
TOTAL RECOMMENDED UNDER ROUND 3	\$12,191

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Policy considerations

The primary reference document relevant to Council's decision in relation to Round 3 of the 2022/2023 Community Sponsorship Program is the Community Sponsorship Strategy, considered by Council at its Ordinary meeting 30 April 2019 and adopted following the public exhibition period. The process to assess applications and the recommendations contained in this report are consistent with the adopted Community Sponsorship Strategy.

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 Long-Term Community Objectives set out within the CSP.

Great Place to Live

- 1.2 Encourage and enable our community to participate in a healthy lifestyle.
- 1.3 Increase the range of local partnerships and plan for the future.
- 1.6 Build on a sense of community and wellbeing.

FINANCIAL IMPACT

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

The 2022/2023 Operational Plan made provision for a budget of \$42,149. Round 1 of the Community Sponsorship Program funded \$4,230 eligible applicants. Round 2 of the Community Sponsorship Program funded \$25,728 eligible applicants. There is a budget of \$12,191 remaining for the Community Sponsorship Program 2022/2023, however the total financial assistance requested in applications that have been assessed as eligible for funding total \$14,980. The report recommends \$2,302.75 rather than \$3,000 be allocated to eligible applications received under the 'Resilient Hawkesbury' Category to ensure that funding that is allocated is provided for within the Adopted 2022/2023 Operational Plan.

ATTACHMENTS

- AT – 1** Assessment Matrix – Resilient Hawkesbury Community Sponsorship Applications – *(Distributed under separate cover).*

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4.3.3. CP - Draft Urban Greening Strategy - (95498, 124414)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to present the Draft Urban Greening Strategy to Council for endorsement to place on public exhibition.

EXECUTIVE SUMMARY

Council secured a \$50,000 grant through the NSW Government's Greener Neighbourhoods Program to develop an Urban Greening Strategy. The NSW Government's Greener Neighbourhoods funding program assists councils to strategically plan for and manage urban forests in their respective local government area to create cooler and shadier neighbourhoods.

Council engaged Tract Consulting (Tract) to develop its Urban Greening Strategy. The Strategy will provide strategic alignment to both internal and State Government policies, and will assist to coordinate Council's current and future cross-organisational projects that contribute to increasing canopy cover and urban greening. Additionally, developing an Urban Greening Strategy supports Action 10.7 of the Hawkesbury Local Strategic Planning Statement 2040: *"Prepare and implement an Urban Tree Strategy including connections to the green grid."*

Council's Environmental Sustainability staff along with Tract consultants have undertaken a number of engagement sessions, including community engagement at the Hawkesbury Show in 2022, internal staff engagement, and a Councillor Workshop.

The Draft Urban Greening Strategy (Draft Strategy) has been prepared to include the outcomes of engagement, and is included as Attachment 1 to this report.

The Draft Strategy will have a minimum ten year timeframe and will be reviewed periodically to ensure outcomes and actions are being delivered.

RECOMMENDATION

That Council:

1. Endorse the Draft Urban Greening Strategy, included as Attachment 1 to this report, for the purpose of public exhibition for a period of at least 28 days.
 2. At the expiration of the public exhibition period, the following action should be taken:
 - a) Should any submissions be received regarding the proposed Draft Urban Greening Strategy, a further report be submitted to Council, or
 - b) Should no submission be received, Council adopt the Draft Urban Greening Strategy as shown as Attachment 1 to the report.
-

BACKGROUND

Western Sydney is experiencing an increasing number of hot days over 35°C with temperatures regularly exceeding 40°C. During the 2019/2020 summer season, Western Sydney experienced 37

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days over 35°C, with Richmond recording its hottest day that year at 47.4°C on 4 January 2020. The effects of Climate Change will see an increase in the number of hot days experienced across Western Sydney. These temperatures will affect the livelihoods of our community when at home or at work and their ability to comfortably utilise our parks, cycleways and other outdoor spaces.

The increasing number of hot days are contributing to urban heat island effects. Increased development, and the removal of trees from our local environments intensifies the impacts of urban heat due to loss of canopy cover (shading) and reduced evapotranspiration (cooling the air). The removal of trees also contributes to a loss in biodiversity. The importance of combating these effects is reflected in the Premier’s Priorities ‘Greening our City’ and ‘Greener Public Spaces’.

The 2016 and 2019 Canopy Cover and Urban Heat mapping provided to Council by the Department of Planning and Environment clearly shows a correlation between an increase in surface temperatures within areas of our Local Government Area that have low canopy cover. These datasets are reflected in the following figures:

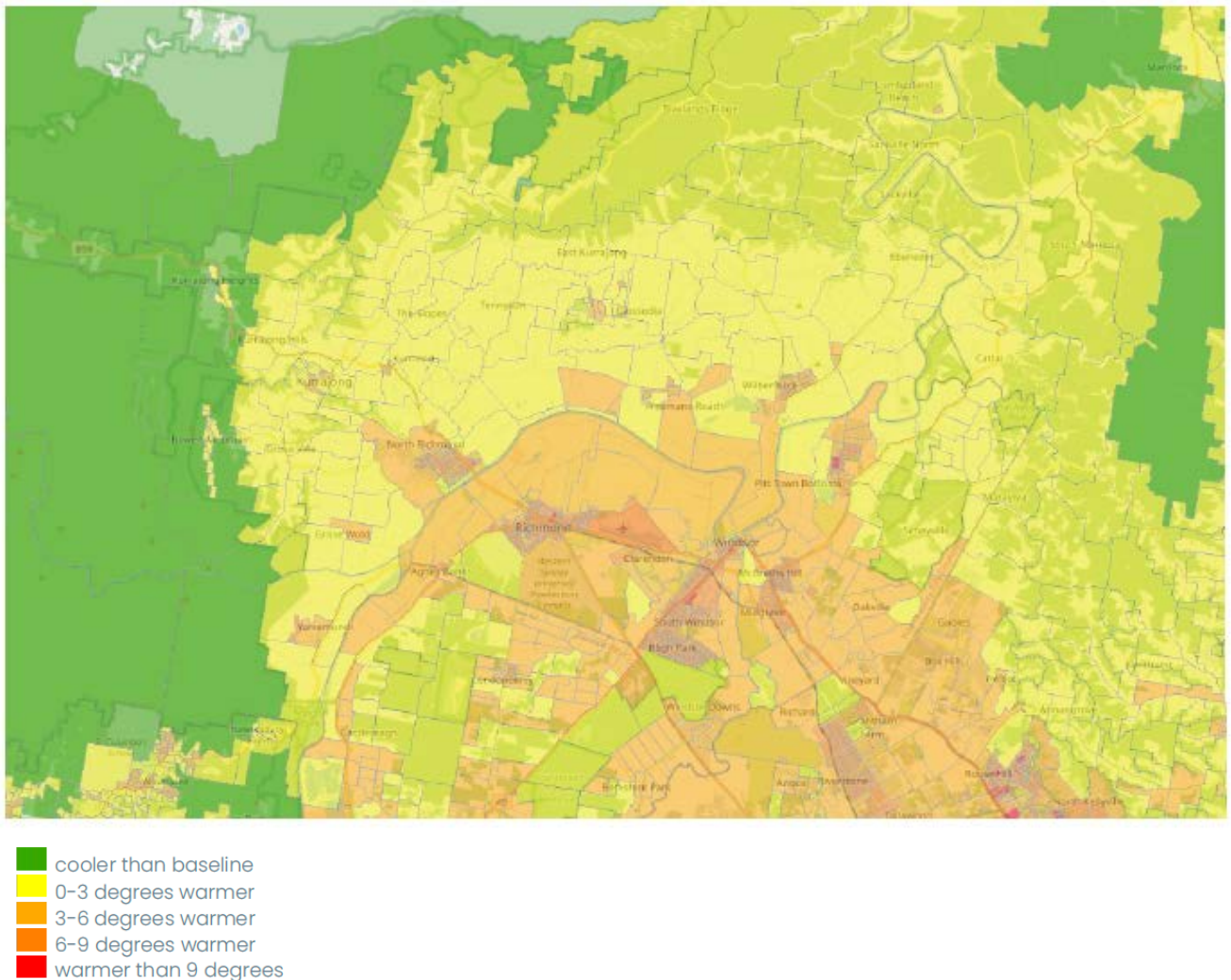


Figure 1: Urban Heat Island Effect at Urban Core, NSW State Government 2016

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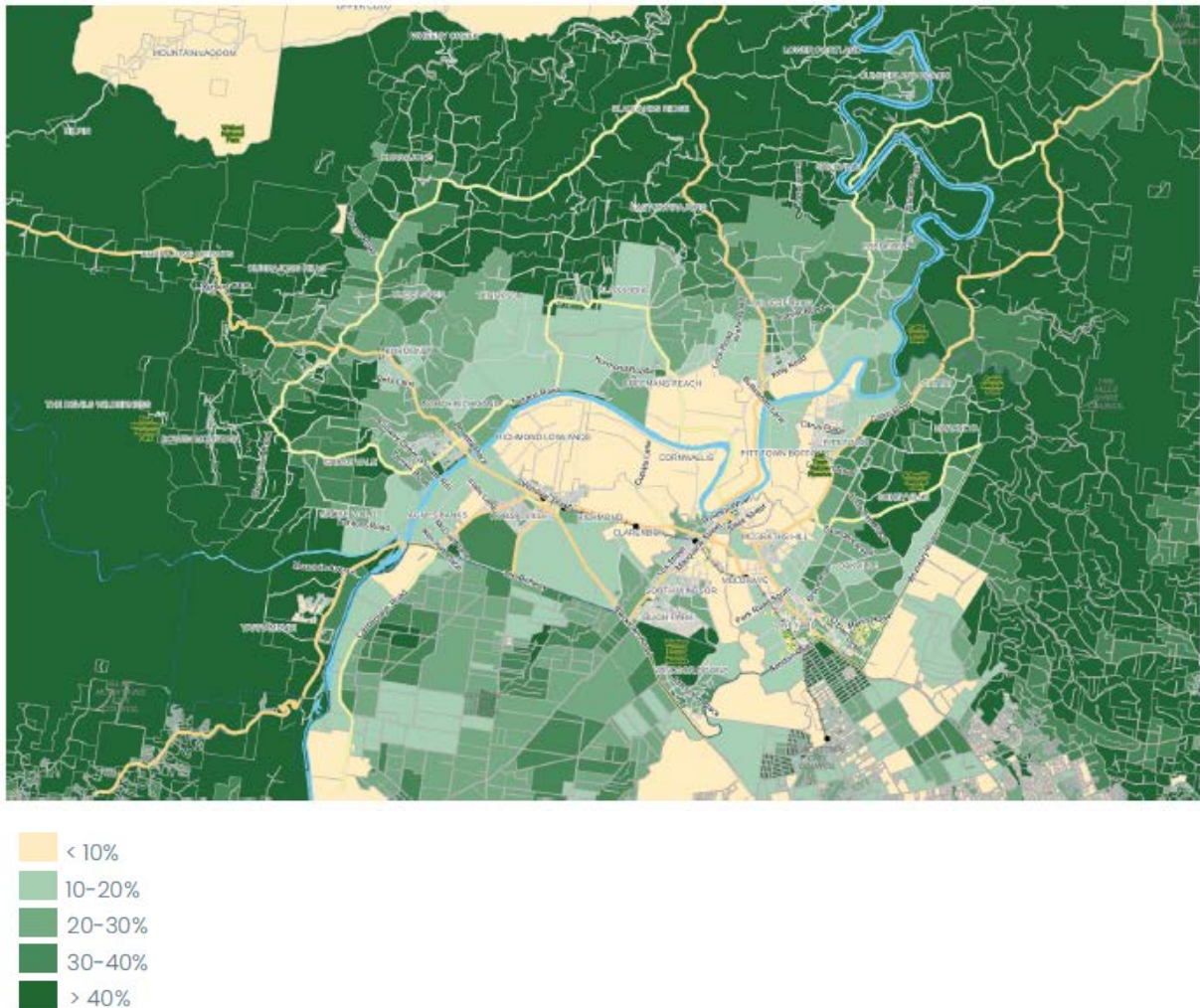


Figure 2: Urban Core Canopy Cover Estimate, NSW State Government 2019

The development of the Draft Strategy was informed by the following:

- Community Strategic Plan 2022-2042
- Local Strategic Planning Statement
- Net Zero Emissions and Water Efficiency Strategy
- Environmental Sustainability Strategy (on public exhibition until 13 June 2023)
- Climate Change Risk Assessment and Adaptation Action Plan (in drafting).

Council adopted the Net Zero Emissions and Water Efficiency Strategy (Net Zero Strategy) in March 2021. The Net Zero Strategy includes tree canopy targets in line with the NSW Government Architects [Draft Greener Places Design Guide](#):

- 15% CBD
- 25% medium to high density areas
- 40% in low density areas.

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The sections of the Net Zero Strategy that address greener suburbs, better design, and drought resilient, green centres, highlight the importance of increasing tree canopy and provide examples in which tree canopy can be increased.

The Net Zero Strategy lists the development of an Urban Forest Strategy as an action to achieving the Council and community target of Net Zero Emissions by 2030.

Delivering on the actions within the Draft Strategy, will in turn deliver on the desired outcomes of the Net Zero Strategy, to achieve emission and water reductions across Council's operations and the broader community.

Local Government NSW describes an urban forest as:

"Urban forests encompass all trees, shrubs and bushes within towns and cities, including those on public streets, private land, and in park and bushland settings. Urban forest policies direct planning and management of urban forests so residents and communities receive maximum benefits in cost effective and ecologically sound ways."

Green infrastructure is described as:

"Green infrastructure includes integrating natural elements into built environments to help solve urban and climatic challenges. A broad range of techniques are used to integrate green, permeable, and heat absorbing surfaces into cities and towns, including:

- *Green roofs and living walls*
- *Bioswales*
- *Permeable and/or light coloured surfaces and pavements*
- *Rain gardens*
- *Soft landscaping of detention basins and stormwater channels and culverts*
- *Biophilic design"*.

A change in the name for the Draft Strategy from Urban Forest Strategy to Urban Greening Strategy was undertaken to allow the Draft Strategy scope to include understory and green infrastructure as well as canopy. Understory and green infrastructure can be valuable in providing a green view that encourages walking, creating cooler microclimates, acting as noise barriers, additional health benefits, as well as habitat links if planned in the right locations with the right species. This name change also allows the scope of the Draft Strategy to be closely aligned with Action 10.7 of the Hawkesbury Local Strategic Planning Statement 2040 by including connections to the green grid: *"Prepare and implement an Urban Tree Strategy including connections to the green grid."*

Location Plan

The Draft Strategy considers how to improve urban greenery on Council managed land in and around our townships, as well as how to encourage and support community members, businesses and organisations to take action on private land in built up areas. Areas outside our townships, such as some state and national parks and large rural areas are not in the scope for this Strategy.

Relevant Legislation

Local Government Act 1993

The Guiding Principles for councils within the Local Government Act 1993, Chapter 3, Section 8A, states that councils are obliged to consider the long term and cumulative effects of actions on future generations and that they should consider the principles of ecologically sustainable development.

DISCUSSION

The Draft Strategy considers how to improve urban greening on Council managed land in and around our townships, as well as how to encourage and support community members, businesses and organisations to take action on private land in built up areas.

The structure of the draft Strategy is outlined in the image below:

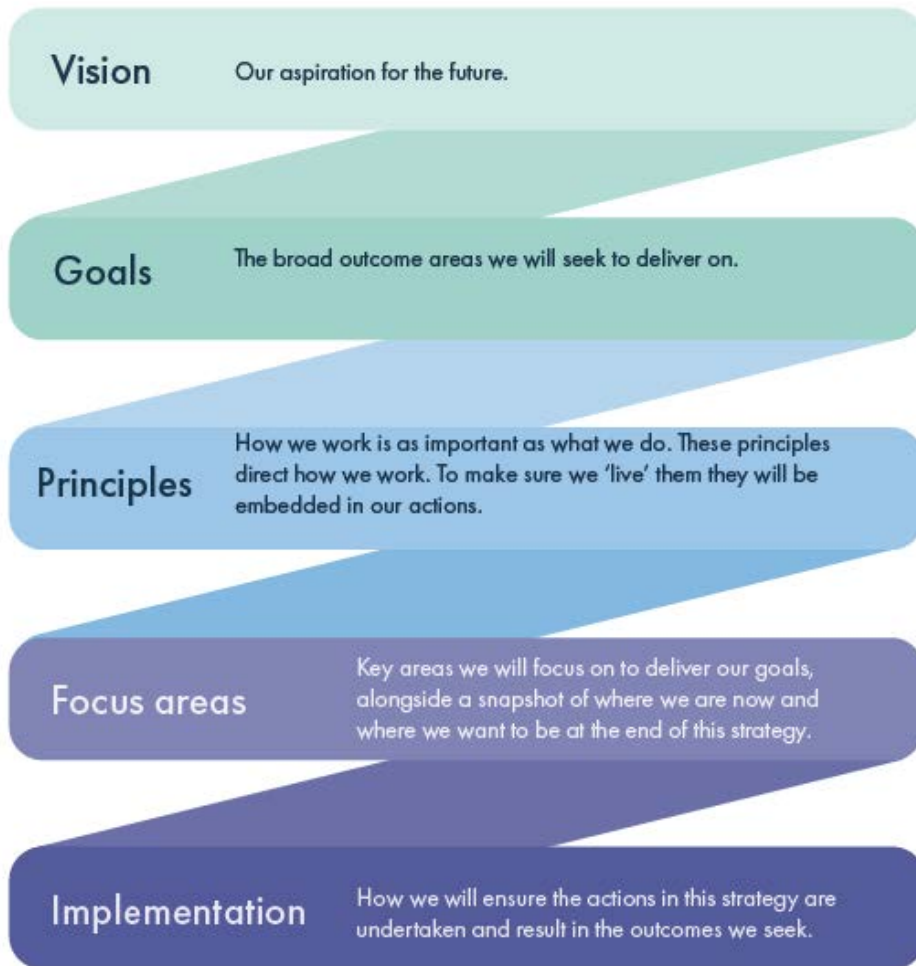


Figure 3: Urban Greening Strategy Structure

The vision for the Draft Strategy is “Cool, connected and well maintained urban green spaces make the Hawkesbury an even better place to live or visit”. The vision is enabled by the Draft Strategy's goals and principles.

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The Draft Strategy is made up of three goals, which each have a focus area which highlighting where we are now, and where we need to be. The three goals, and their focus areas are:

- Existing areas of urban green are protected and enhanced
 - Tree inventory
 - Tree habitat protection.
- Green links are created where they are most needed
 - Canopy cover
 - Understory
 - Tree and vegetation selection
 - Planning
 - Tree and vegetation health
 - Habitat enhancement and connectivity.
- Our community stewards our urban greening.
 - Awareness
 - Engagement
 - Ownership
 - Partnership.

These focus areas are then supported by objectives, actions, timeframes and the lead department which will deliver these objectives.

The implementation plan for the Draft Strategy is outlined in the image below:

Implementation Plan

To successfully implement this strategy Council must align the vision with the right capabilities and resources. Developing a monitoring and evaluation cycle will support us to deliver the goals and actions attached to each goal.

The implementation plan that follows outlines key targets, priority actions and time frames under the three goals.

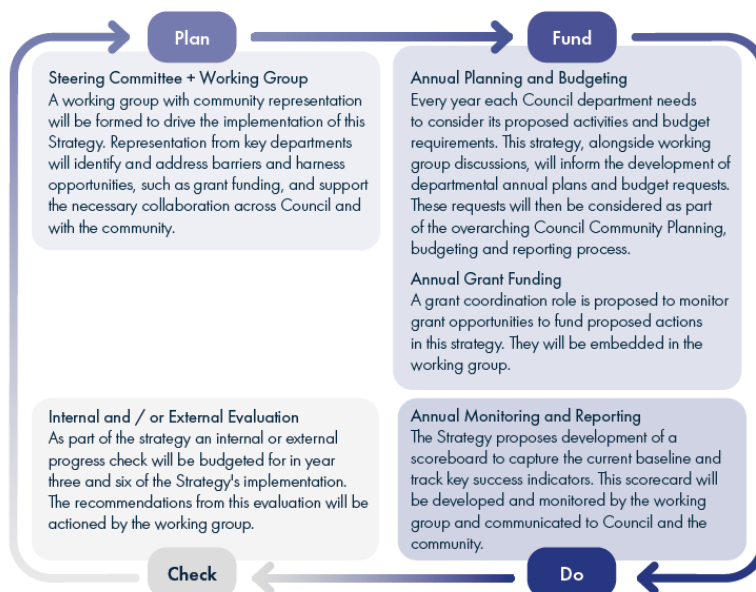


Figure 4: Urban Greening Strategy Implementation Plan

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The Draft Strategy aligns with existing Council policies, strategies and community needs.

COMMUNITY ENGAGEMENT

In April 2022, Council received confirmation from the Department of Planning and Environment that its application for the <https://www.dpie.nsw.gov.au/premiers-priorities/greening-our-city/greener-neighbourhoods> Greener Neighbourhoods Grant was successful. With the opportunity to have a display at the Hawkesbury Show in 2022, the Environmental Sustainability Team sought feedback from the community to inform the development of the Urban Greening Strategy, and promote the 'Cooling the Hawkesbury' project. The community were asked "What comes to mind when you think of trees and why?". In total 521 people responded to the question. These responses were provided to Tract to inform the preparation of the draft Strategy. The engagement summary is attached as Attachment 2 to this report.

In addition to this community engagement, separate workshops were held with Councillors and staff from across the organisation. Staff workshops were held in the form of internal interview sessions with staff members from the following sections of Council:

- Asset Systems and Planning
- City Design and Economic Development
- City Services
- Community Planning and Partnerships
- Development Assessment
- Information Services
- Operations Open Space
- Project Delivery
- Strategic Planning.

Additionally, staff members were provided with the Draft Strategy to provide feedback and comments.

Tract presented at a Councillor Workshop on Tuesday, 21 March 2023. Councillors were provided background information in a briefing note and invited to discuss and comment on the project at the briefing session. Councillors were then given until 31 March 2023 to provide additional comment or feedback on the background information briefing note. Comments received have been accommodated within the Draft Strategy.

Should Council resolve to publicly exhibit the Draft Strategy, broader community and stakeholder engagement will be undertaken as part of the public exhibition period.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Long-Term Community Objectives set out within the CSP.

Great Place to Live

- 1.1 Enable a shared responsibility for community resilience, community safety and disaster management.
- 1.2 Encourage and enable our community to participate in a healthy lifestyle.
- 1.3 Increase the range of local partnerships and plan for the future.
- 1.4 Facilitate the delivery of infrastructure through relevant agencies for Council's own works.
- 1.5 Provide the right places and spaces to serve our community.

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1.6 Build on a sense of community and wellbeing.

Protected Environment and Valued History

2.2 Value, protect and enhance our natural land-based environment with an emphasis on using local resources and key partnerships.

2.4 Encourage and enable our community to make more sustainable choices.

2.6 Achieve net zero emissions targets.

Strong Economy

3.3 Promote our community as the place to visit, work and invest.

3.4 Support the revitalisation of our town centres and growth of our business community.

Reliable Council

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

Costs associated with the preparation of Draft Urban Greening Strategy were provided as part of the NSW Government Greener Neighbourhoods grant program.

The implementation of actions identified in the Draft Strategy will be subject to further budgetary considerations and will depend on the availability of resourcing and adequate budget.

ATTACHMENTS

AT - 1 Draft Urban Greening Strategy - *(Distributed under separate cover)*.

AT – 2 Hawkesbury Show 2022 - Engagement Summary.

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AT - 2 - Hawkesbury Show 2022 - Engagement Summary

Engagement Summary: Cooling the Hawkesbury, Hawkesbury Show 2022

In April 2022, Council received confirmation from the Department of Planning and Environment that our application for the [Greener Neighbourhoods Grant](#) was successful. Council applied for this grant funding to engage a consultant to develop a Hawkesbury Urban Forest Strategy.

With the opportunity to have a display at the Hawkesbury Show, the Sustainability Team decided to seek feedback from the community to inform the development of the Urban Forest Strategy and promote the 'Cooling the Hawkesbury' project. Refer to attachment 1 for a copy of the project poster.

The community were asked "What comes to mind when you think of **trees** and why?". Participants were asked to write their answer on a printed leaf and attach it to a wooden tree. Refer to attachment 3 for leaf template.

Staff from Council's Environmental Sustainability Team attended the show on Friday and Saturday. Staff explained the activity to participants and the purpose of the feedback being, to inform the development of Hawkesbury's Urban Forest Strategy. On Sunday the activity continued to run, with the assistance of other teams within the staff tent, when available.

Council staff placed an "A" for adult, "Y" for youth and "C" for child on the back of each leaf, to collect statistics on what age brackets participated in the activity. Following the engagement, the responses were collated.

Additionally, Council's nursery staff and volunteers had a plant giveaway within the Council Tent. Community members were encouraged to plant trees on their property and register their plant via the Department of Planning and Environment's website through their [Everyone Plant One](#) campaign. Refer to attachment 2 for a copy of the poster.

Where: Hawkesbury Council Tent, Hawkesbury Showground, Racecourse Road, Clarendon NSW.

Event: Hawkesbury Show 2022.

When: 06-08 May 2022. Friday 9am-5/6pm, Saturday 9am-5/6pm, Sunday 9am-4pm.

Who: On Friday and Saturday, Environmental Sustainability team staff ran the activity. On Sunday the activity was mostly unmanned.

What: Cooling the Hawkesbury engagement to inform future Urban Forest Strategy.
Question asked: "What comes to mind when you think of trees and why?"

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Data statistics:

What	Number of people
Filled out leaf (total)	521 people
Adults filled out leaf	247 Adults
Youth filled out leaf	67 Youth
Children filled out leaf	182 Children
Age group not specified (N/A)	25 people

Topic statistics:

What	Number of people	Percentages
Koalas	27 people	5%
Birds	46 people	9%
Air/oxygen	130 people	25%
Shade/cooling	93 people	18%
Life	55 people	11%
Beauty	37 people	7%
Nature	32 people	6%

Top 3 themes overall in the feedback:

- Environmental benefits
- Health/Safety
- Habitat/Wildlife/Biodiversity

Theme statistics:

What	Number of people	Percentages
Habitat/Wildlife/Biodiversity	179 people	34%
Environmental benefits	202 people	39%
Cooling/Shade	88 people	17%
Mental health/Wellbeing	116 people	22%
Aesthetics/Beauty/Appreciation for trees	132 people	25%
Fighting climate change/Risk mitigation	38 people	7%
Resources/Jobs	39 people	7%
Concerns/issues	13 people	2%
Active transport/Infrastructure	24 people	5%
Health/Safety	183 people	35%
Play space/climbing	41 people	8%

Examples of which themes responses fell under. (noting, a response could fall under multiple themes)

Theme	Theme definition	Responses:
Habitat/Wildlife/Biodiversity	Responses which indicated trees made them think of animals, homes for animals, insects, birds.	<ul style="list-style-type: none"> • "Relaxation, wildlife, life, nature, meditation." • "They are pretty and a home for animals!" • "They give me hope as a wonderful habitat for birds and other animals." • "Need more understory, not just canopy." • Single words like: "Life", "Animals", "Koalas", "Birds" or "Bees"
Environmental benefits	Responses which indicated trees provided environmental benefits.	<ul style="list-style-type: none"> • "Carbon storage, habitat, food source, transpiration, O2 production, cooling. Amenity. Valuable part of natural environment." • "Good for the environment. Peaceful. Relaxing." • "Trees create life." • "Environmental protection and preservation." • Single words like: "Life", "Fresh air", "Nature", "Environment", "Clean air"

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Cooling/Shade	Responses which indicated trees provided cooling or shade.	<ul style="list-style-type: none"> • “Shade and beauty.” • “Heat reduction; Shade. Animals.” • “Big, beautiful, small, loads of leaves and good shade.” • “Shade: A nice place to rest under. Birds: Nesting and shelter.” • Single words like: “Shade”, “Cooling” or “Shady”
Mental health/Wellbeing	Responses which indicated trees provided benefits to mental health or wellbeing.	<ul style="list-style-type: none"> • “Fresh air, happy people.” • “Being around trees calms me and rejuvenates my soul. Stop deforestation.” • “Green, roots, strength, community, health.” • “Nature helps well-being, fresh air.” • Single words like: “Peace”, “calming”, “rest”
Aesthetics/Beauty/Appreciation for trees	Responses which described the aesthetics/beauty of trees or described their appreciation for trees.	<ul style="list-style-type: none"> • “Leaves on the ground in Autumn. Takes us back to playing and throwing the leaves over each other.” • “Fresh clean air and beautiful bush smells.” • “What comes to mind when I think of trees is green and leaves floating down in Autumn.” • “I think of nature and how grateful I am for trees and nature.” • Single words like: “beautiful”, “fresh”, “pretty” or “colourful”
Fighting climate change/Risk mitigation	Responses which indicated a need for more trees, addressed climate change or risk mitigation.	<ul style="list-style-type: none"> • “Climate Change” • “We should plant more. Clean air. Less pollution.” • “The trees are the earth’s lungs. Without trees our planet cannot breathe. <3> • “Flood prevention. Trees help prevent floods.” • “Save the trees.”
Resources/Jobs	Responses which indicated resources trees provide or jobs that come from having more trees.	<ul style="list-style-type: none"> • “Shade, Air, Leaves, Food, Greenery.” • “TIMBER.” • “Beautiful to look at. They provide more work for the emergency services.” • “Paper, oxygen, building materials, fire.” • “Natural resources.” • Single words like: “food”, “apples”, “wood” or “firewood”
Concerns/issues	Responses which highlighted concerns or issues that they have from trees.	<ul style="list-style-type: none"> • “Tree roots can impact the footpath. Need to plant them in the right spot.” • “Trees are OK but dead ones can be dangerous.” • “Can be scary during storms when they fall over.” • “The blower vac noises from people cleaning up after trees is annoying. They start them at 730am each morning across the road.” • “Bushfires”
Active transport/Infrastructure	Responses which indicated trees improve their experience when walking/cycling or improved infrastructure.	<ul style="list-style-type: none"> • “Increases quality of life. Fresh air. Cool space to walk, cycle, have a picnic.” • “More funding required to maintain trees.” • “Our environmental saviours! They make me calm when I observe them; they visually soften the built up areas where we live in the city.” • “Long walks, Autumn and fresh air.” • “Trees are wonderful, we need more of them. The over-development is sad. We need them in urban areas.”
Health/Safety	Responses which indicated	<ul style="list-style-type: none"> • “Shade, cover, warmth and safety.” • “Protection, Greenery, Shade, Clean Air, Leaves.”

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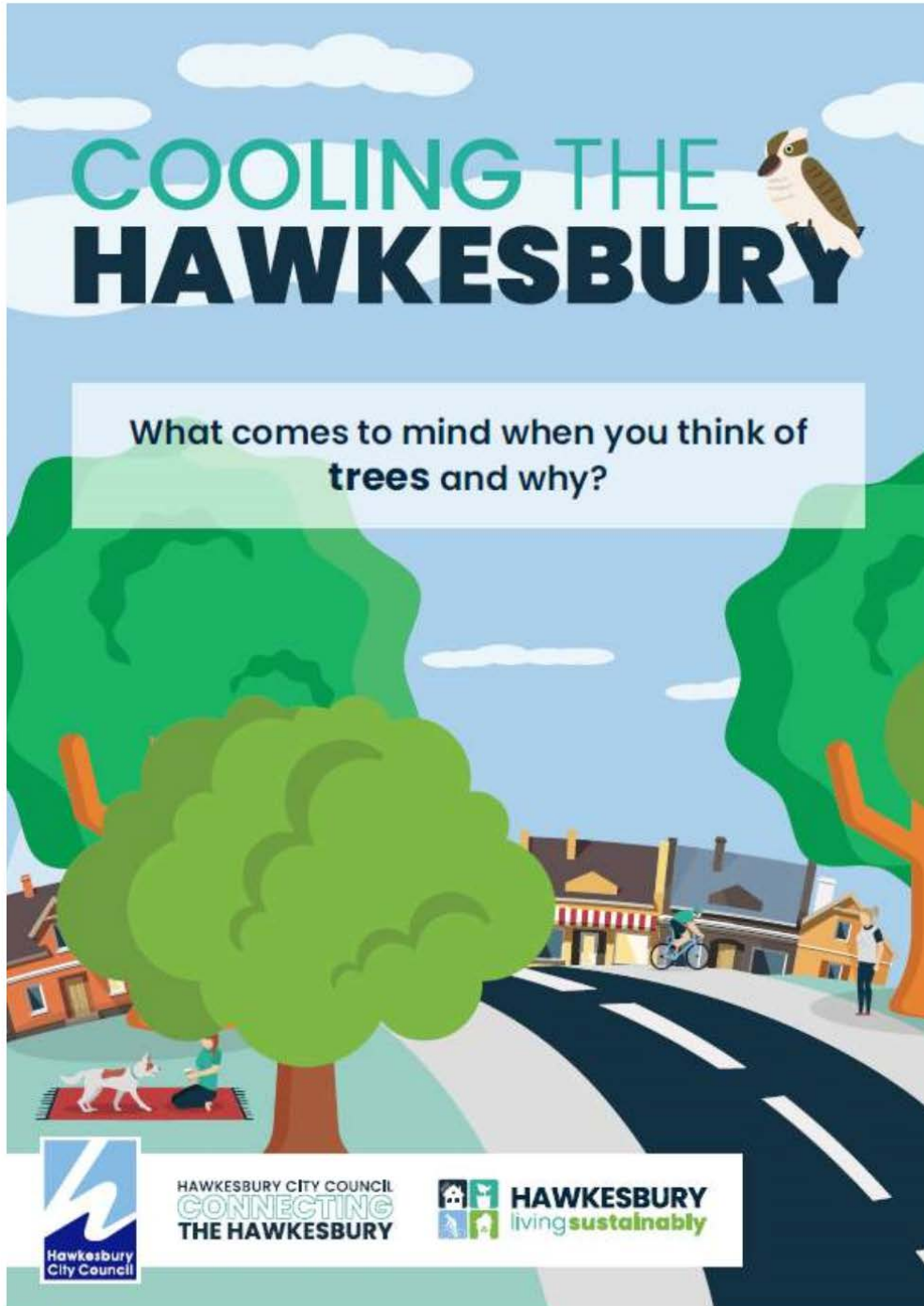
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	trees improve their health or safety.	<ul style="list-style-type: none">• "Trees are something that help breath."• "They help humans breath."• Single words like: "Oxygen", "Air", "Safe", "Fresh air" or "life"
Play space/climbing	Responses which indicated trees made them think of playing or climbing them.	<ul style="list-style-type: none">• "I love trees for lots of reasons. Shade on a hot day. Home for birds. Flowers and seeds. Fresh air. Kids can climb them."• "I think of a big green tree with a swing on it and lots of flowers around it. I don't know why I think this."• "Trees, climbing."• "Big branches that I can climb on."• Single words like: "Climb", "Climbing", "Picnics"

Attachments:

Attachment 1	Cooling the Hawkesbury poster
Attachment 2	Everyone Plant One poster
Attachment 3	Leaf template
Attachment 4	Photos



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Register Your Tree!

The NSW Government is encouraging everyone across Greater Sydney to plant a tree, big or small, to help create a greener, cooler and more liveable future. Join the Everyone Plant One campaign today @ dpi.nsw.gov.au/everyoneplantone

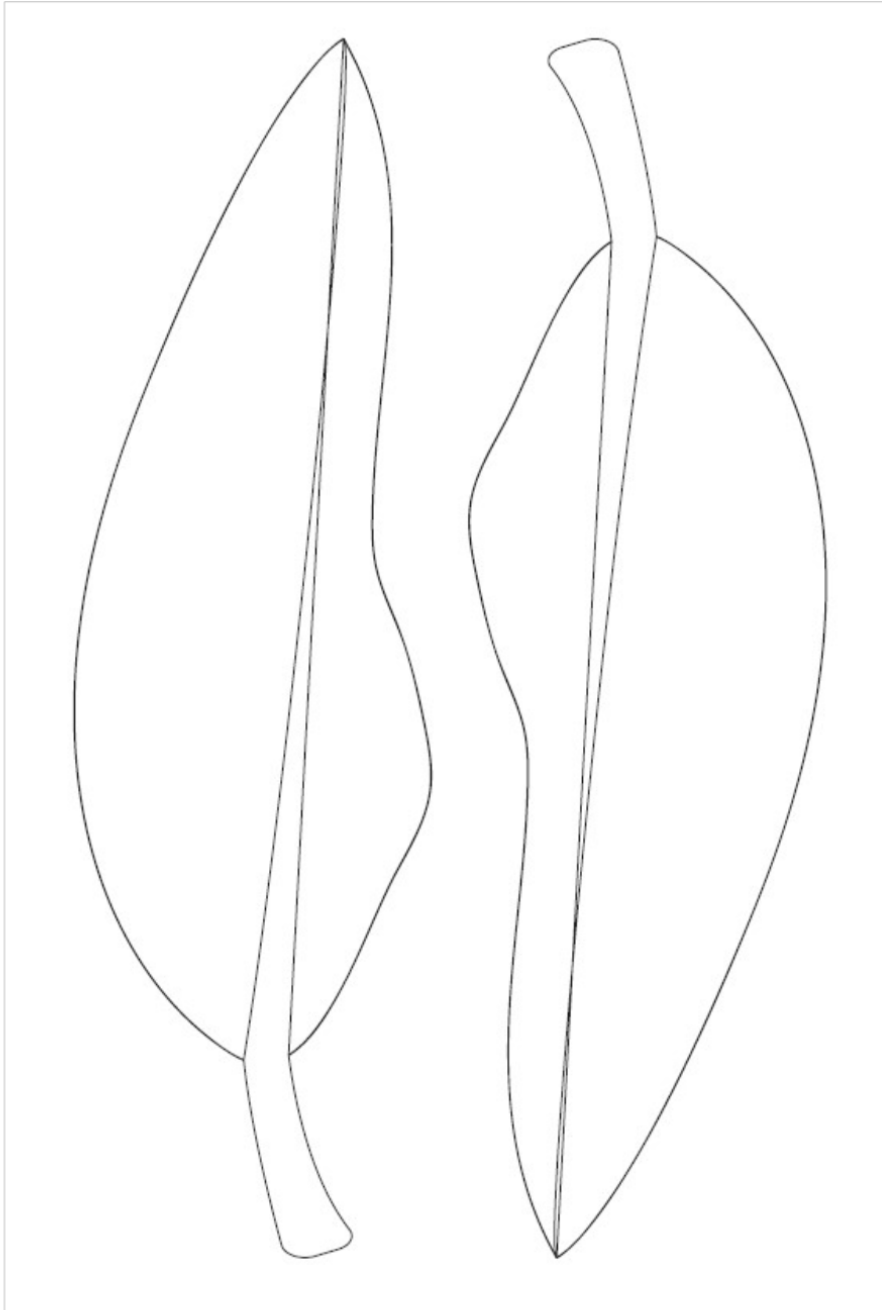


#GreeningOurCity #EveryonePlantOne #CoolingTheHawkesbury

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4.3.4. CP - Funding Agreement - Low Cost Loans Initiative for the Vineyard Release Area - (95498, 124414)

Previous Item: 149, Ordinary (26 June 2018)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to seek Council's endorsement to sign the funding agreement with the NSW Office of Local Government for the Low Cost Loans Initiative for the Vineyard Release Area, and seek approval to affix the Seal of Council to the Agreement attached as Attachment 1 to this report.

EXECUTIVE SUMMARY

Council was successful in its application under the Low Cost Loans Initiative for the Vineyard Release Area. This approval provides a loan interest subsidy under the NSW Department of Planning and Environment's Low Cost Loan Initiative administered by the NSW Office of Local Government.

As part of the signing of the Agreement by Council's representatives, it is a requirement that the Seal of Council be affixed to the Agreement at the time of signing.

It should be noted that the loan has already been taken out in order to forward fund the delivery of infrastructure within the Vineyard Precinct, including acquisition of the regional stormwater basin sites. The signing of this Agreement facilitates the 50% interest rebate that Council is now eligible to receive. Following the signing of the Agreement, Council can make the first claim and start receiving this interest rebate.

It is recommended that Council endorse the Funding Agreement, and approve the affixing of the Council Seal to the Agreement.

RECOMMENDATION

That Council:

1. Endorse the Funding Agreement for the Low Cost Loans Initiative for the Vineyard Release Area with the Office of Local Government.
 2. Authority be given for the Agreement to be executed under the Seal of Council.
-

BACKGROUND

In April 2018, the NSW Department of Planning and Environment advised of the launch of a Low Cost Loan Initiative designed to accelerate the provision of infrastructure for new housing. The Low Cost Loan Initiative reimburses 50% of the interest paid on eligible infrastructure loans that enable investment in the necessary infrastructure that must be provided for at the same time as new communities are built.

Council at its Ordinary Meeting on 8 May 2018, resolved to publicly exhibit the Draft Vineyard Precinct Section 7.11 Contributions Plan. The Draft Plan identified that \$16.5 million of infrastructure is

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required to ensure the timely delivery of necessary trunk infrastructure prior to the accumulation of sufficient contributions from development within the precinct, thereby necessitating the use of loan funding. The purpose of the identified loan meets the requirement under the Low Cost Loan Initiative.

To qualify for the Low Cost Loan Initiative, a number of criteria needed to be met, including:

- Infrastructure is required to support increased housing supply
- Borrowings have been approved by Council
- Infrastructure is included in an approved Contributions Plan
- Loan must be greater than \$1 million, at a fixed interest rate and repaid within 10 years.

The above criteria has been met which included Council approving the sourcing of a \$16.5 million loan to provide the necessary infrastructure at its Ordinary Meeting on 26 June 2018.

Council was successful in its application under the Low Cost Loan Initiative Program and has been provided with the Agreement to sign now that the requisite actions have been undertaken, including adoption of the Vineyard Contributions Plan on 23 February 2021, and securing a loan on 1 September 2021.

It should be noted that the loan has already been taken out in order to forward fund the delivery of infrastructure within the Vineyard Precinct, including acquisition of the regional stormwater basin sites. The signing of this Agreement facilitates the 50% interest rebate that Council is now eligible to receive. Following the signing of the Agreement, Council can make the first claim and start receiving this interest rebate.

To complete the Agreement, the Office of Local Government also requires the document to have the Seal of Council affixed to it.

Relevant Legislation

Local Government Act 1993

DISCUSSION

Council applied for funding under the Office of Local Government's Low Cost Loans Initiative for the Vineyard Release Area.

At its Ordinary Meeting on 26 June 2018, Council resolved:

"That Council approve the use of loan borrowings of \$16.5 million to provide for the infrastructure required as identified in the Draft Vineyard Precinct Section 7.11 Contributions Plan to enable Council to apply for an interest subsidy as part of the NSW Department of Planning and Environment's Low Cost Loan Initiative by the closing date of 1 July 2018."

Council has been successful in its application under this Program, and has undertaken the requisite actions required to be eligible for funding under this initiative, including adoption of the Vineyard Contributions Plan and securing a loan.

The Agreement requires the Seal of Council to be affixed alongside the signatures of the Council representatives signing the document.

ORDINARY MEETING
4. REPORTS FOR DETERMINATION
Meeting Date: 20 June 2023

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 Long-Term Community Objectives set out within the CSP.

Great Place to Live

- 1.4 Facilitate the delivery of infrastructure through relevant agencies for Council's own works.
- 1.5 Provide the right places and spaces to serve our community.

Reliable Council

- 4.3 Build strong financial sustainability for now and future generations.
- 4.8 Facilitate the delivery of infrastructure through relevant agencies and Council's own works.

FINANCIAL IMPACT

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

ATTACHMENTS

- AT - 1** Office of Local Government Low Cost Loans Initiative Agreement - (*Distributed under separate cover*).
- AT - 2** Office of Local Government Low Cost Loans Initiative Agreement - Attachment D (Loan Schedule).

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4. REPORTS FOR DETERMINATION

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AT - 2 Office of Local Government Low Cost Loans Initiative Agreement - Attachment D (Loan Schedule)

Hawkesbury City Council

Rate: 1.66%
Term: 9 years
Value: \$ 16,500,000.00
Residual Value: \$ -

Dates	Principal	Fixed Interest	Principal Payment	Payment
17/09/2021	\$ 16,500,000.00	\$ -	\$ -	\$ -
17/03/2022	\$ 15,645,151.88	\$ 135,824.38	\$ 854,848.12	\$ 990,672.51
19/09/2022	\$ 14,786,824.50	\$ 132,345.13	\$ 858,327.38	\$ 990,672.51
17/03/2023	\$ 13,916,528.89	\$ 120,376.90	\$ 870,295.60	\$ 990,672.51
18/09/2023	\$ 13,042,945.87	\$ 117,089.48	\$ 873,583.03	\$ 990,672.51
18/03/2024	\$ 12,160,233.22	\$ 107,959.86	\$ 882,712.65	\$ 990,672.51
17/09/2024	\$ 11,270,767.17	\$ 101,206.46	\$ 889,466.05	\$ 990,672.51
17/03/2025	\$ 10,372,873.14	\$ 92,778.49	\$ 897,894.02	\$ 990,672.51
17/09/2025	\$ 9,469,003.11	\$ 86,802.48	\$ 903,870.03	\$ 990,672.51
17/03/2026	\$ 8,556,277.36	\$ 77,946.76	\$ 912,725.75	\$ 990,672.51
17/09/2026	\$ 7,637,205.66	\$ 71,600.80	\$ 919,071.70	\$ 990,672.51
17/03/2027	\$ 6,709,400.96	\$ 62,867.80	\$ 927,804.70	\$ 990,672.51
17/09/2027	\$ 5,774,874.19	\$ 56,145.74	\$ 934,526.77	\$ 990,672.51
17/03/2028	\$ 4,832,001.82	\$ 47,800.14	\$ 942,872.37	\$ 990,672.51
18/09/2028	\$ 3,881,984.32	\$ 40,655.01	\$ 950,017.50	\$ 990,672.51
19/03/2029	\$ 2,923,444.00	\$ 32,132.19	\$ 958,540.31	\$ 990,672.51
17/09/2029	\$ 1,956,969.60	\$ 24,198.11	\$ 966,474.40	\$ 990,672.51
18/03/2030	\$ 982,495.44	\$ 16,198.35	\$ 974,474.16	\$ 990,672.51
17/09/2030	\$ -	\$ 8,177.06	\$ 982,495.45	\$ 990,672.51
TOTAL		\$ 1,332,105.12	\$ 16,500,000.00	\$ 17,832,105.13

ooO END OF REPORT Oooo

ORDINARY MEETING
4. REPORTS FOR DETERMINATION
Meeting Date: 20 June 2023

4.4. CORPORATE SERVICES

4.4.1. CS - Investment Report - April 2023 - (95456, 96332)

Previous Item: 129, Ordinary (19 July 2022)
224, Ordinary (13 December 2022)

Directorate: Corporate 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 \$93.96 million in investments as at 30 April 2023 and outlines that all investments were made in accordance with the Act and the Regulation.

RECOMMENDATION

That the Monthly Investment Report for April 2023 be received and noted.

BACKGROUND

Council held \$93.96 million in investments as at 30 April 2023. 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 \$93.96 million in investments as at 30 April 2023.

Table 1 – Summary of Council's Investment Portfolio as at 30 April 2023

Product Type	Face Value	% of Total
At Call Deposits	\$10,000,000	11%
Term Deposits - Fixed Rate	\$83,000,000	88%
NSW TCorp Long Term Growth Fund	\$961,224	1%
Grand Total	\$93,961,224	

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

Long Term Credit Rating	Face Value	% of Total
AA	\$74,000,000	88%
BBB	\$9,000,000	11%
NSW TCorp Managed Funds	\$961,224	1%
Grand Total	\$83,961,224	

Table 3 – Fixed Term Deposits

Financial Institution	Long Term Rating	Rating S&P	Maturity Date	Interest Rate	Face Value
Bank of Queensland	BBB+	A-2	10-May-23	3.95%	\$3,000,000
			17-May-23	3.95%	\$1,000,000
			25-Oct-23	1.70%	\$2,000,000
			04-Mar-24	1.70%	\$2,000,000
			30-Mar-28	4.80%	\$1,000,000
Commonwealth Bank	AA-	A-1+	5-May-23	3.08%	\$2,000,000
			8-Jun-23	3.68%	\$1,500,000
			7-Jul-23	4.50%	\$2,000,000
			20-Nov-23	0.65%	\$1,000,000
			12-Feb-24	4.95%	\$2,000,000
			10-Apr-24	3.01%	\$2,000,000
			21-Feb-24	4.99%	\$2,000,000
National Australia Bank	AA-	A1+	10-May-23	4.05%	\$5,000,000
			24-May-23	4.15%	\$3,000,000
			31-May-23	4.15%	\$5,000,000
			09-Aug-23	4.45%	\$3,000,000
			08-Sep-23	0.60%	\$1,000,000
			13-Sep-23	4.50%	\$5,000,000
			26-Sep-23	4.50%	\$3,000,000
			25-Oct-23	4.45%	\$1,000,000
			25-Oct-23	4.55%	\$2,000,000
			10-Nov-23	4.50%	\$3,000,000
			06-Mar-24	4.95%	\$2,000,000
			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			

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Financial Institution	Long Term Rating	Rating S&P	Maturity Date	Interest Rate	Face Value
			13-Jan-26	1.00%	\$ 500,000
			04-Mar-26	1.30%	\$1,500,000
Westpac	AA-	A1+	9-Jun-23	0.90%	\$1,000,000
			27-Jun-23	3.81%	\$3,500,000
			05-Jul-23	4.32%	\$7,000,000
			07-Jul-23	4.43%	\$2,000,000
			10-Nov-23	1.11%	\$1,000,000
			25-Jan-24	4.36%	\$2,000,000
			20-Feb-25	4.97%	\$2,000,000
Grand Total					\$83,000,000

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	Maturity	Rate	Face Value
Westpac	09-Jun-23	0.90%	\$1,000,000
	10-Nov-23	1.11%	\$1,000,000
	25-Jan-24	4.36%	\$2,000,000
Grand Total			\$4,000,000

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

Product Type	Face Value	% of Total
Environmental, Social and Governance (ESG)	\$4,000,000	5%
Other	\$79,000,000	95%
Grand Total	\$83,000,000	100%

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.

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Table 6 – Exposure Limits to credit ratings bands

Long-Term Credit Rating	% of Portfolio	Policy Maximum	Compliant with Policy?
AAA to AA- or Major Bank and below	88%	100%	Yes
A+ to A- and below	0%	50%	Yes
BBB+ to BBB and below	11%	40%	Yes
BBB- and below	0%	10%	Yes
NSW TCorp Funds	1%	20%	Yes

Table 7 – Term to Maturity

Long -Term Credit Rating	Policy Maximum	Compliant with Policy?
AA+, AA, AA- (and Major Banks)	5 years	Yes
A+, A, A-	3 years	No
BBB+, BBB, BBB-	3 years	Yes
Non-rated ADIs	1 year	Yes

4. Portfolio Return

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

Table 8 – Portfolio Return

30 April 2023	Monthly Return (Annualised)	Financial Year to Date (Annualised)
Hawkesbury City Council – Investment Portfolio	3.73%	2.39%
Benchmark – Bloomberg Ausbond Bank Bill Index	3.77%	2.75%
Performance Relative to Benchmark	-0.04%	-0.36%

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.

DISCUSSION

Council's investments and returns achieved are driven and impacted by economic and market conditions. Council's Investment Advisor, Prudential Investment Services Corp has reviewed Council's investments as at 30 April 2023 and has advised of the following:

"Council's Investment Portfolio, excluding the transactional cash account, returned 3.73%pa for the month on a marked-to-market basis versus the bank bill index benchmark's 3.77%pa return. For the financial year to date, the investment portfolio has returned 2.39%pa versus the bank bill index benchmark's 2.75%pa.

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4. REPORTS FOR DETERMINATION

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Share and bond markets performed well in April as long term market rates fell due to ongoing expectations that central banks are closer to pausing or at least decelerating further rate hikes. The NSW TCorpIM Long Term Growth Fund recorded a gain of 1.20% (actual) for the month.

Without marked-to-market influences, Council's investment portfolio yielded 3.61%pa for the month, up from 3.49% in March. This is based on the actual interest rates being received on existing investments and excludes the underlying changes to the market value of the TCorp Growth Fund.

During April, Council had \$23.5 million among seven Term Deposits with 2½ to 12 month terms mature which had an average yield of 3.36%pa. Given the sharp rise in interest rates over the past year, the two 12-month deposits that matured had the lowest rates among the group giving Council an opportunity to replace the exposures with higher yielding options. Council invested \$7 million across three six-month deposits at an average rate of 4.62%pa.

Looking forward, Council has a total of \$19 million in term deposits maturing in May. The following is recommended for consideration over the coming month:

- Most banks' term deposit rates are now peaking at six months then declining out to three to four year terms as the market is pricing in a flat to falling interest rate environment.
- Look for bank 'specials' in the 6-12 month area which are untethered to market pricing, otherwise stay with six month terms until there is more clarity of the end of the rate cycle.
- At the moment, AMP and Suncorp are offering attractive rates beyond six months, but Council will need to get onboarded with the banks which is recommended to help overall diversification and return on the portfolio.
- If Council's long term cashflow requirements allow, it is recommended to consider long dated fixed and/or floating rate bonds to the investment portfolio as there is still good value on a case by case basis in long dated interest rates and the market traded securities offer liquidity if required. By way of example, Bendigo and Adelaide Bank recently issued a new three year FRN which will pay a quarterly rate of 3mo BBSW + 1.25%, at current levels the first quarterly coupon would be approximately 5.10%pa.

It is expected that Council's portfolio will achieve above benchmark returns over the medium/long term with prudent investment selection and holding the securities for the recommended time horizons of their asset classes."

Restriction of Funds

Council's total investment portfolio as at 30 April 2023 included funds that are restricted as to what they can be expended on.

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Table 9 – Restriction of Funds

Restriction Type	Amount	%
External Restrictions - S7.11 and S7.12 Developer Contributions	\$20,006,645	21%
External Restrictions - Western Parkland City Liveability Program	\$987,592	1%
External Restrictions - Bushfire and Flood Grants	\$7,209,326	8%
External Restrictions - Local & Regional Roads Repair Program	\$10,032,020	11%
External Restrictions - Other (e.g. domestic waste, sewerage, loans)	\$24,157,510	25%
Internal Restrictions (e.g. election, workers compensation, Employee Leave Entitlements)	\$18,753,749	20%
Unrestricted	\$12,814,382	14%
Total	\$93,961,22	100%

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 Long-Term Community Objectives set out 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 expenditure applicable is provided for in the Adopted 2022/2023 Operational Plan.

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ATTACHMENTS

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

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4.4.2. CS - Review of Council's Investment Policy - (95456, 96332)

Previous Item: 130, Ordinary (19 July 2022)

Directorate: Corporate 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 Council's 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 an amended Investment Policy is attached as Attachment 1 to this report.

RECOMMENDATION

That Council adopt the Investment Policy attached as Attachment 1 to the 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:

[Department of Premier and Cabinet \(Local Government\), Investment Policy Guidelines \(nsw.gov.au\)](https://www.nsw.gov.au/department-of-premier-and-cabinet/local-government/investment-policy-guidelines)

Relevant Legislation

Section 23A, Local Government Act 1993

Section 625, Local Government Act 1993

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DISCUSSION

The current Investment Policy was adopted by Council at its meeting on 19 June 2022. At its meeting on 13 December 2022, Council appointed Prudential Investment Services Corp as its Investment Advisor.

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.
6. 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
7. 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.

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A review of the current Policy has been undertaken by Council's independent Investment Advisor, Prudential Investment Services Corp 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 provide better clarity and risk management guidelines.

Recommended changes to the Policy are in regard to credit limits and term to maturity tables in Clause 11.1 Diversification and are detailed below.

Overall Portfolio Credit Framework

Current

Credit Ratings Category Limits

Credit Rating of Institution (Standard & Poor's)	Maximum Percentage of Total Portfolio
AAA to AA- or Major Bank and below	100%
A+ to A- and below	50%
BBB+ to BBB and below	40%
BBB- and below	10%

Proposed

Overall Portfolio Credit Framework

To control the credit quality on the overall investment portfolio, the following credit framework limits the percentage of the portfolio exposed to any particular credit rating category.

ADI Portfolio Credit Limits / Ratings	
Long Term Credit Ratings	Portfolio Maximum
AAA	100%
AA+, AA, AA-	100%
A+, A, A-	60%
BBB+, BBB	50%
Specific Ministerial Approved Forms of Investment	Portfolio Maximum
NSW TCorpIM Funds	20%

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Notes on Proposed Change

- Removal of the reference to Major Banks in the table and text is recommended because it had effectively exempted them from credit rating limits.
- Removal of the 'and below' that was applied to each rating category is recommended. The limits that apply to each rating category are related to only those holdings in the respective category and do not include holdings in ratings below each category.
- Removal of the BBB- and below category is recommended. Banks with a BBB- rating are only one credit rating downgrade away from BB+, which is non-investment grade.
- Increasing the allowed total exposure to the A and BBB rating categories by 10% each is recommended to take better advantage of potentially higher returns from the large regional banks and help compensate for the removal of allowance to BBB- and Unrated banks.
- Inclusion of an overall limit for NSW TCorpIM Funds. There has been a limit for the funds at the individual counterparty level, but no reference at the total portfolio level.

Institutional Credit Framework

Current

Individual Counterparty Limits

Credit Rating of Institution (Standard & Poor's)	Max % With 1 Institution	Max Term
AAA	50%	5 years
AA+, AA, AA- (and Major Banks)	50%	5 years
A+, A, A-	30%	3 years
BBB/BBB+	10%	3 years
BBB, BBB-	5%	3 years
Non-rated ADIs	Government Guarantee limit	1 year
NSW TCorpIM Funds	20%	

These limits will apply at the time of purchase and should subsequent events cause limits to be exceeded, Council will manage the situation in the most appropriate manner with the objective of returning the portfolio within policy limits.

Proposed

Institutional Credit Framework

Exposure to an individual institution will be restricted by their credit rating so that single entity exposure is limited, as detailed in the table below:

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ADI Portfolio Credit Limits / Ratings	
Long Term Credit Ratings	Portfolio Maximum
AAA	50%
AA+, AA, AA-	50%
A+, A, A-	35%
BBB+, BBB	25%
Specific Ministerial Approved Forms of Investment	Portfolio Maximum
NSW TCorpIM Funds	20%

Credit ratings are based upon the Standard & Poor's Investment Rating or their Moody's or Fitch rating equivalent where a Standard & Poor's Investment Rating does not exist.

These limits will apply at the time of purchase, and should subsequent events cause limits to be exceeded, Council will manage the situation in the most appropriate manner with the objective of returning the portfolio within policy limits.

These limits pertain to Council's investment holdings only. Council's holdings in its transactional bank account(s) do not count against these limits.

Notes on Proposed Change

- Removal of the allowance for BBB- and non-rated ADIs is recommended to help ensure the sound credit profile of the portfolio.
- Increasing the allowed exposure to individual A category, BBB+ and BBB rated banks is recommended to take better advantage of potentially higher returns from the large regional banks and help compensate for the removal of allowance to BBB- and Unrated banks.
- Sentence added to note that holdings in transactional accounts will not count against investment policy limits.
- Replacing the maximum term to maturity limits in the credit ratings table with its own table is recommended.

Proposed

Term to Maturity Framework

The investment portfolio is to be invested within the following maturity constraints:

Overall Portfolio Term to Maturity Limits		
Maturity Term	Minimum of Portfolio (%)	Maximum of Portfolio (%)
Less than or equal to 1 Year	40%	100%
More than 1 Year, less than or equal to 5 Years	0%	60%
Sublimit		
More than 3 Years, less than or equal to 5 years	0%	30%

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Notes on Proposed Change

- The proposed Term to Maturity table removes the limits' link to credit ratings but has scaled percentages depending on length of term. This is a more widely used method among NSW councils.
- Five years remains the maximum term allowed, applying to any investment rated AAA to BBB. A maximum of 60% can be invested longer than one year and no more than 30% of that is allowed longer than three years.

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

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 Long-Term Community Objectives set out 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 Investment Policy June 2023 - *(Distributed under separate cover)*.

oooO END OF REPORT Oooo

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4.4.3. CS - 2023/2024 Remuneration for Mayor and Councillors - (95496, 79353, 105109)

Previous Item: 089, Ordinary (10 May 2022)

Directorate: Corporate Services

PURPOSE OF THE REPORT

The purpose of this report is to advise Council of the Local Government Remuneration Tribunal's Annual Report and Determination and to obtain Council's endorsement of the provision of annual remuneration for the Mayor, Deputy Mayor and Councillors for the 2023/2024 financial year.

EXECUTIVE SUMMARY

The Local Government Act 1993 (the Act) provides for the payment of fees to mayors and councillors. The minimum and maximum fees are reviewed annually by the Local Government Remuneration Tribunal. The minimum and maximum fees permitted to be paid to mayors and councillors are determined by the categories determined by the Tribunal.

In 2020, the Tribunal reviewed the categories and created a new category of Regional Centre. As part of the Tribunal's 2020 determination, Council was removed from the Rural Regional Category and placed into the new Regional Centre category.

The Tribunal's determination for the 2023/2024 financial year was made on 27 April 2023.

The Tribunal reviewed submissions received from councils and determined the creation of two new categories and the recategorisation or reclassification of 26 councils. Hawkesbury Council remains in the Regional Centre Category.

The Tribunal determined a 3% increase for councillor and mayoral fees for the 2023/2024 financial year. Pursuant to this determination, the following minimum and maximum fees apply to the Regional Centre Category and are applicable to Council from the 1 July 2023:

Councillor Annual Fee		Additional Mayor Fee*	
Minimum	Maximum	Minimum	Maximum
\$14,810	\$26,070	\$30,820	\$64,390

**15% of the additional Mayoral fee is paid to the Deputy Mayor.*

The recommendation in this report is for Council to set the maximum fees for Councillors and the Mayor.

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

Meeting Date: 20 June 2023

RECOMMENDATION

That:

1. The annual fee for Councillors for 2023/2024 be set at \$26,070.
2. The additional annual fee for the Mayor be set at \$64,390, and the Deputy Mayor's additional annual fee be set at \$9,658.50, to be deducted from the Mayor's \$64,390 annual fee.

BACKGROUND

The Act stipulates that Council must pay an annual fee to each Councillor and to the Mayor, with the Mayoral fee being paid in addition to the fee paid to the Mayor as a Councillor. Councils are permitted to fix these fees, in which case the fees must be fixed in accordance with the range set by the determination of the Tribunal. If a council does not fix a fee, the council is required to pay the relevant minimum fee determined by the Tribunal.

The Act requires the Tribunal to report to the Minister for Local Government by 1 May each year as to its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

The Tribunal released its Annual Report and Determination on 27 April 2023.

The Tribunal's determination takes effect from 1 July each year.

Review of Categories

In accordance with Section 239 of the Act, the Tribunal is required to determine the categories of councils and mayoral offices at least once every three years.

In October 2019, the Tribunal commenced an extensive review of the categories.

An outcome of the review was the creation of two new categories, one being 'Regional Centre'. In the Tribunal's 2020 determination, Council was placed into this Category.

In October 2022, the Tribunal advised councils of the commencement of their review for the 2023 annual determination and invited submissions regarding fees, categorisation and any other general matters.

The Tribunal received eighteen submissions, of which fifteen were from councils, one from Local Government NSW, one from an Australian National University academic and one from the United Services Union.

Nine submissions received from councils requested recategorisation and five of these requested the creation of new categories.

The Tribunal's determination of categories included:

- The creation of two new categories, being Metropolitan Major and Rural Large and the recategorisation of 20 councils into these categories
- The inclusion of non-residential population criteria in the categories Major Strategic Area, Regional Strategic Area, Regional Centre, and Regional Rural

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

Meeting Date: 20 June 2023

- The reclassification of three councils as a result of meeting criteria thresholds in an existing category
- Adjusting the population criteria for the Regional Strategic Area Category from 200,000 to 100,000 and the recategorisation of three councils into this Category.

Review of Fees

Up until 2018/2019, it had been the usual practice for Council to pay the maximum fee to Councillors and to the Mayor, with a fee of 15% deducted from the total allowable Mayoral fee and allocated to the Deputy Mayor.

For the 2018/2019 and 2019/2020 financial years, Council resolved that the annual fees for Councillors, the Mayor and the Deputy Mayor be set at the same fees as applicable for 2017/2018.

In 2020 Council was recategorised as a Regional Centre. The annual fees payable to the Councillors and Mayor as a result of this change were greater than those that applied to Council's previously nominated category.

At the Council Meeting held on 14 July 2020, Council resolved to adopt the maximum fees applicable to the Regional Centre category. Council resolved as follows:

"That:

1. *The annual fee for Councillors for 2020/2021 to be set at \$24,320.*
2. *The additional annual fee for the Mayor be set at \$60,080, and the Deputy Mayor's additional annual fee be set at \$9,012, to be deducted from the Mayor's \$60,080 annual fee."*

Since 2020, Council has resolved each year to retain the same annual fees.

During the 2023 review of the fees applicable to mayors and councillors, the Tribunal considered submissions which sought an increase in fees of 2.5% or greater, with 3% being the maximum increase allowed under the Industrial Relations (Public Sector Conditions of Employment) Regulation 2014. These submissions raised issues such as inflation, capping of remuneration increases, fair remuneration for the complexities of the roles, and cost of living.

ORDINARY MEETING
4. REPORTS FOR DETERMINATION
Meeting Date: 20 June 2023

DISCUSSION

In its fee determination for 2023/2024, the Tribunal determined a 3% increase to the minimum and maximum fees applicable to each category. The fees are effective on and from 1 July 2023 and were determined as follows:

Category		Councillor/Member Annual Fee (\$)		Mayor/Chairperson Additional Fee* (\$)	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils - Metropolitan	Principal CBD	29,610	43,440	181,210	238,450
	Major CBD	19,760	36,590	41,960	118,210
	Metropolitan Major	19,760	34,590	41,960	106,960
	Metropolitan Large	19,760	32,590	41,960	94,950
	Metropolitan Medium	14,810	27,650	31,470	73,440
	Metropolitan Small	9,850	21,730	20,980	47,390
General Purpose Councils - Non-Metropolitan	Major Regional City	19,760	34,330	41,960	106,960
	Major Strategic Area	19,760	34,330	41,960	106,960
	Regional Strategic Area	19,760	32,590	41,960	94,950
	Regional Centre	14,810	26,070	30,820	64,390**
	Regional Rural	9,850	21,730	20,980	47,420
	Rural Large	9,850	17,680	15,735	37,925
	Rural	9,850	13,030	10,490	28,430
County Councils	Water	1,960	10,870	4,200	17,850
	Other	1,960	6,490	4,200	11,860

**This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member*

***Includes any amount to be paid to the Deputy Mayor*

The difference between the Tribunal's 2022/2023 determination of fees, the 2022/2023 adopted Councillor and Mayor fees, and the Tribunal's 2023/2024 determination of fees with the 3% adjustment are as follows:

Financial Year	Category	Minimum Councillor Fee (\$)	Maximum Councillor Fee (\$)	Minimum Mayor Fee (\$)	Maximum Mayor Fee (\$)
2022/2023 (Tribunal)	Regional Centre	14,380	25,310	29,920	62,510
2022/2023 (Council)	Regional Centre		24,320		60,080
2023/2024	Regional Centre	14,810	26,070	30,820	64,390

If Council resolves to apply the maximum fees permitted by the Tribunal's determination, the 2023/2024 fees payable are:

- Councillors – Ten Councillors at \$26,070 each, totalling \$260,700

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4. REPORTS FOR DETERMINATION

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- Mayor – Councillor fee of \$26,070, plus the additional Mayor's fee of \$54,731.50 (minus the Deputy Mayor's fee of \$9,658.50), totalling \$80,801.50
- Deputy Mayor – Councillor fee of \$26,070, plus \$9,658.50 (deducted from the Mayor's additional fee), totalling \$35,728.50
- Total fees payable – \$377,230.

If Council resolves to retain the Councillor and Mayor fees from the previous financial year, the 2023/2024 fees payable are:

- Councillors – Ten Councillors at \$24,320 each, totalling \$243,200
- Mayor – Councillor fee of \$24,320, plus the additional Mayor's fee of \$51,068 (minus the Deputy Mayor's fee of \$9,012), totalling \$75,388
- Deputy Mayor – Councillor fee of \$24,320, plus \$9,012 (deducted from the Mayor's additional fee), totalling \$33,332
- Total fees payable – \$351,920.

In the Draft 2023/2024 Operational Plan, Council has budgeted for a 3.5% increase on the current Mayor and Councillor fees. The total allocated budget is \$364,235.

A resolution to apply the maximum fees permitted by the Tribunal would leave a shortfall of \$12,995 in the budget which would be addressed as part of the September 2023 Quarterly Review.

Future Considerations

Remuneration Reform

Submissions made to the 2023 review and the Tribunal's own conclusions from evidence it has examined suggest that there are significant issues about mayor and councillor remuneration. The issues include a lack of diversity in representation, changing nature of work required to be undertaken and changed community expectations that cannot be easily resolved under the existing framework.

The key themes which are driving a need for reform of remuneration include:

- Changes to ways of working including expectations of increased use of social media and online platforms
- Impacts of future development
- Impacts of changes to legislation and regulation on workload
- Serving constituents in regional centres, and country, rural and remote areas
- Remuneration principles
- Natural disasters, including floods, fires, mice, and other tragedies
- Confusion in roles and responsibilities, and a need for compulsory and consistent training of candidates prior to election and induction of those elected

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

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- Popularly elected mayors and two-year mayoral terms and the role of the deputy mayor when a mayor is absent
- Questioning whether the guidelines by the Office of Local Government for the payment of expenses and the provision of facilities for mayors and councillors that were issued in 2009 are still fit for purpose
- The payment of superannuation being used for political purposes
- Paid parental leave for councillors
- If remuneration or behavioural issues are holding back quality candidates
- Parity in the payment differential in existing categories between councillors and mayors
- A possible alignment in categories of councillor to resident and ratepayer ratios and rateable property ratios.

A review of the remuneration framework is not currently underway, but the Tribunal noted that there is merit in conducting a review to address the issues raised.

Future Submissions

In the determination it is noted that it is the requirement of the Tribunal that in the future all submissions have Council endorsement.

If in future, Council decides that it would like to make a submission to the Tribunal in regard to the remuneration of its Mayor and Councillors, a Council Resolution will have to be passed first as a matter of order.

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 Long-Term Community Objectives set out 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 Draft 2023/2024 Operational Plan. Any shortfalls can be addressed as part of the September 2023 Quarterly Review.

ATTACHMENTS

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

Meeting Date: 20 June 2023

4.5. INFRASTRUCTURE SERVICES

4.5.1. IS - Hosting Landcare - (95495, 159575)

Previous Item: 6.1.1, Ordinary (18 April 2023)

Directorate: Infrastructure Service

PURPOSE OF THE REPORT

The purpose of this report is to provide Council with information regarding the opportunities of hosting a Landcare Coordinator within Council.

EXECUTIVE SUMMARY

The available opportunities and requirements for hosting Landcare within Council, have been explored within the report. The findings are that whilst Council could request to host a Landcare Coordinator, there are other agencies that have direct input into this decision. All salary, on cost, administration and operational costs are met either fully by the allocation provided by the NSW Landcare Program, or where these costs exceed the allocation, an additional contribution is made by the Host.

The funding that has been announced by the State Government is for the continuation of the NSW Landcare Program for 2023-2027. It aims to continue and build on the success and momentum created through the NSW Landcare Program in 2019-2023.

The Hawkesbury-Nepean Landcare Network (hosted by Hawkesbury River County Council since 2019 and the Hawkesbury Landcare Network previously) has been very successful and has seen many projects across the catchment covering the constituent Councils – Hawkesbury, Blacktown, Penrith and The Hills. Collectively the outcomes required across the catchment are inter-related.

RECOMMENDATION

That Council receive and note the report on the options of hosting Landcare.

BACKGROUND

Council at its meeting on 18 April 2023 considered a Notice of Motion in relation to the future hosting arrangement for Landcare and whether there would be of any benefit through either Hawkesbury City Council (Council) or Hawkesbury River County Council (HRCC) undertaking this. Following that discussion Council resolved the following:

"That:

1. *Council receive a report addressing:*
 - a) *The available opportunities and requirements for hosting Landcare within Council. This might take the form of a sharing arrangement with the current host of the Hawkesbury Nepean Landcare, Hawkesbury River County Council (HRCC), or*

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4. REPORTS FOR DETERMINATION

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Hawkesbury City Council might take on the overall role of hosting with HRCC playing a major role in the projects related to weeds.

- b) *The existing Council and community activities and programs that would complement Landcare and be augmented by an in-house Landcare Coordinator.*
 - c) *The costs of hosting Landcare within Council in the next round of Landcare funding which will likely commence on 1 July 2023 and run for five years.*
2. *Council request that its representatives to the Hawkesbury River County Council have discussions with the Hawkesbury River County Council regarding the motion."*

This report addresses part 1 (a, b and c) of the resolution.

DISCUSSION

Landcare is an established Program with a strong track record that has cared for land and restored eco-systems for about 34 years. In recent years, this work has included restoring landscapes after unprecedented natural disasters such as fires and floods. This has been essential to protect threatened species and defend against invasive species, while at the same time building strong and lasting community connections.

The Landcare Coordinator role has been hosted by HRCC since 2016 and initially was limited to a geographic footprint bound by the Hawkesbury Local Government Area. The footprint was expanded in 2019 to include all HRCC constituent Councils – Hawkesbury, Blacktown, Penrith and The Hills. This has contributed to the expansion of the Landcare Program that has seen many projects across the Hawkesbury-Nepean Catchment being implemented.

The Landcare Coordinator is presently a full-time role and is funded through the NSW Landcare Program for three days per week with the balance of two days per week funded through the contributions of the four constituent councils of the HRCC. The Coordinator's role is catchment focused, whose priorities are set by the Hawkesbury Nepean Landcare Network Steering Committee and through the development of a priority plan. This committee is made up of community, Landcare and HRCC representatives. The Steering Committee has a governing role in prioritising and monitoring the activities of the Coordinator.

Whilst Council can offer to host Landcare, it is not necessarily a decision that can be made by Council alone as the opportunity to host the Coordinator role would need to be supported by both the Hawkesbury Nepean Landcare Network Steering Committee and Landcare NSW.

In relation to the items listed in the Resolution, the following responses are provided.

The available opportunities and requirements for hosting Landcare within Council. This might take the form of a sharing arrangement with the current host of the Hawkesbury Nepean Landcare, Hawkesbury River County Council (HRCC), or Hawkesbury City Council might take on the overall role of hosting with HRCC playing a major role in the projects related to weeds.

The NSW Landcare Program's purpose is to empower Landcare groups to continue achieving the Government's natural resource management goals in local communities across the state. At the regional level, the Hawkesbury Nepean Local Landcare Coordinator works across the Hawkesbury-Nepean region implementing the 'Priority Plan' as determined by the Hawkesbury Nepean Landcare Network Steering Committee. Works are governed by the priority plan and reported to the Steering Committee through regular meetings.

The requirements for hosting a Landcare Coordinator are detailed below:

Roles of a Hosting Organisation:

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

Meeting Date: 20 June 2023

- The role of the Hosting organisation is to support the Local Landcare Coordinator in achieving the priorities determined by either Landcare NSW or the Hawkesbury Nepean Landcare Network Steering Committee
- Provide a workplace that is modern, safe and inclusive. Supported by appropriate workplace policies and practices
- Provide an employment package in-line with recommended pay scales, employment policies and essential role criteria
- Support employed Coordinators to deliver their roles and to participate in local, regional and state Community-of- Practice
- Support the delivery of all Program reporting requirements
- Manage Program funding appropriately and transparently
- Work with other Landcare or Industry organisations/groups/networks and Local Land Services in their region to determine a hosting approach that best meets the needs of their region, considers regional contexts, works towards addressing regional priorities and services where practical for all the Landcarers of their regions
- Participate in collaborative efforts to support outcomes of the Program
- Provide sound strategic direction and have sound internal organisational governance mechanisms in place.

On the face of it, there would be beneficial outcomes, considering the objectives of Landcare, to Council hosting the Landcare Coordinator. While there are a range of agreements and meetings in place with HRCC, there is no question that having the Coordinator within Council would allow the Coordinator to leverage off Council's business as usual functions such as GIS, Corporate Communications and Community Outreach.

On the other hand, it is the understanding of Officers that HRCC would seek to retain the Landcare Coordinator position within their organisation. Discussions with HRCC have indicated that it holds the view that the position is a good fit within their organisation and the role has grown and expanded since inception.

The existing Council and community activities and programs that would complement Landcare and be augmented by an in-house Landcare Coordinator

Putting aside the benefits to Landcare, of leveraging off Council's business as usual function to enhance and extend the Landcare Coordinator's community education and outreach capability, Council and community activities that Council delivers and for which there are synergies are:

- Bushcare Volunteer Programs
- Council's Community Nursery
- Sustainability and community/environmental events.

These activities already benefit from a relationship with Landcare through interagency meetings. Additionally, Council staff pass on information to residents regarding what Landcare can offer them in protecting their lands and the community nursery offers a resource for Landcare from which to buy endemic plants. Council staff have previously been on the Hawkesbury Nepean Landcare Network Steering Committee, which guides the Landcare Coordinator, but have not done so for the last two

ORDINARY MEETING

4. REPORTS FOR DETERMINATION

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years. Requesting to have a representative back on the committee would further strengthen the relationship between the two parties.

Council's Bushcare Program is similar to Landcare in that it offers very similar activities and engages volunteers to protect and enhance our local bushland/environment. The main difference is that Bushcare works are undertaken on public land and Landcare on private land. Due to the similarity there can be a cross over of volunteers between the two programs and, on occasion, joint-works across different tenures.

It is the view of Officers that, given the Landcare Coordinator is predominantly guided by the Steering Committee and Landcare NSW, the hosting organisation does not necessarily play a significant role in what activities are undertaken where, and a move to Council hosting would not necessarily lead to a change in activities or priorities.

The costs of hosting Landcare within Council in the next round of Landcare funding which will likely commence on 1 July 2023 and run for five years.

The recently announced funding for Landcare NSW will be fully allocated to the continuity and expansion of the Landcare Program, with a focus, as understood by Officers, on growing Landcare Networks in emerging areas of interest and growth. This additional funding will both expand the scope of the existing program components and introduce new initiatives whilst also building on the momentum achieved in the previous two funding rounds. It includes elements designed to deliver outcomes for the NSW Government, Local Land Services and NSW Landcare community.

The enhanced State Government funding for Landcare is fully allocated to continue and expand the Landcare NSW Program and funds are not available for external organisations to apply to, irrespective of whether they host a Landcare Coordinator or not.

As has been mentioned, the Landcare Coordinator is jointly funded by NSW Landcare and the HRCC, via contributions from the constituent Councils. Should Council express an interest in hosting the Coordinator, and be successful, the funding provided by the other Councils would require renegotiation and would not be guaranteed. Accordingly, there is a risk that Council would find itself in the position of either having to reduce the Coordinator's employment to three days per week, which is unlikely to be supported by Landcare NSW, or fund the additional two days itself.

On top of this, it is expected that additional operational costs associated with the day to day operation of the Coordinator role would also be borne by Council. These would include the initial purchase of a computer, private vehicle use allowances, attendance at Community-of-Practice events, and facilitation of meetings. Some allocation for these costs are calculated into the allocation to host for each role and are to be made up of remaining funds once salary and on costs are accounted for. It is the expectation of the Host organisation that all salary, on cost, admin and operational costs are met either fully by the allocation provided by the Program, or by the allocation and additional contributions made by the Host.

No capital items outside of those specifically required by a Coordinator are to be funded by this program. No on ground project capital may be purchased (for example plants, fencing, contractor services etc).

Indicative costs of accommodating the Landcare Coordinator would be approximately \$60,000 per annum on top of what has been funded through the NSW Landcare Program.

COMMUNITY ENGAGEMENT

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

ORDINARY MEETING
4. REPORTS FOR DETERMINATION

Meeting Date: 20 June 2023

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

The proposal is consistent with the following Long-Term Community Objectives set out within the CSP.

Great Place to Live

- 1.1 Enable a shared responsibility for community resilience, community safety and disaster management.
- 1.2 Encourage and enable our community to participate in a healthy lifestyle.
- 1.3 Increase the range of local partnerships and plan for the future.
- 1.6 Build on a sense of community and wellbeing.

Protected Environment and Valued History

- 2.2 Value, protect and enhance our natural land-based environment with an emphasis on using local resources and key partnerships.
- 2.5 Value, protect and enhance our waterways and wetlands with an emphasis on using local resources and key partnerships.
- 2.6 Achieve net zero emissions targets.

Reliable Council

- 4.4 Build strong relationships and shared responsibilities.

FINANCIAL IMPACT

The matters raised in this report do not have any direct financial implications, however a decision to further explore hosting the Landcare Coordinator could result in a minimum net budgetary impact of \$60,000 and possibly more once all details were known, ongoing for the life of hosting the role.

ATTACHMENTS

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
5.1 REPORTS OF COMMITTEES
Meeting Date: 20 June 2023

5.1 REPORTS OF COMMITTEES

5.1.1. ROC - Local Traffic Committee - 8 May 2023 - (95495, 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 Monday, 8 May 2023.

EXECUTIVE SUMMARY

The Local Traffic Committee considered two 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 delegation 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 the Council adopt the recommendations contained in the minutes of the Hawkesbury City Council Local Traffic Committee meeting held on 8 May 2023.

DISCUSSION

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

- Special Event Matter - Item: 4.2.1 - Tour de PIF Charity Ride and Run/Walk 2023 Event (Hawkesbury)
- Special Event Matter - Item: 4.2.2 - All Holden Day - Holden Display Day 2023 - Hawkesbury Showground, Clarendon - (Hawkesbury)

ATTACHMENTS

AT - 1 Minutes of the Local Traffic Committee held on 8 May 2023.

ORDINARY MEETING
5.1 REPORTS OF COMMITTEES
Meeting Date: 20 June 2023

AT - 1 Minutes of the Local Traffic Committee held on 8 May 2023

1. AGENDA

Welcome

Minutes of the Meeting of the Local Traffic Committee held remotely on Monday, 8 May 2023 commencing at 3pm.

ATTENDANCE

Present: Councillor Mary Lyons-Buckett, Hawkesbury City Council
Ms Melissa Monroe, Transport for NSW (TfNSW)

Apologies: Inspector Mark Harvey, NSW Police Force

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

Apologies

RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Ms Melissa Monroe, that the apologies be accepted.

Declaration of interests

There were no Declarations of Interest made.

2. CONFIRMATION OF MINUTES

The Committee resolved on the Motion of Councillor Lyons-Buckett, seconded by Mr Christopher Amit, that the Minutes from the previous meeting held on Monday, 17 April 2023 be confirmed.

3. BUSINESS ARISING

There was no business arising from the previous minutes

4. REPORTS FOR DETERMINATION

4.1. GENERAL TRAFFIC

NIL Reports

ORDINARY MEETING
5.1 REPORTS OF COMMITTEES
Meeting Date: 20 June 2023

4.2. SPECIAL EVENTS

4.2.1. LTC - Tour de PIF Charity Ride & Run/Walk 2023 Event (Hawkesbury) - (80245, 108199, 147643)

INTRODUCTION:

An application has been received from Corporate Cycling Pty Ltd seeking approval (in traffic management terms) to conduct the Tour de PIF Charity Ride & Run/Walk 2023 Event on Friday, 08 September 2023.

The event organiser has advised:

- The event is in its 11th year and was previously undertaken in the Hawkesbury LGA in 2019 and 2022. This is the third year that the application has been submitted to Council relating to traffic management.
- The Property Industry Foundation (PIF) is a registered charity which raises funds for homeless youth across the property and construction industries.
- The Tour de PIF Annual Charity Cycling Challenge, offers two cycling courses (100Km and 60km) and two walking/running courses (20km and 10Km). Courses take cyclists along picturesque scenery, with roads meandering through bushland capturing some spectacular water views along the way. The Walk/Run offers a course that utilises the trails that crisscross through the Scheyville National Park. These trails will be a combination of wide grassy tracks and single trail through the bush.
- The cycling course from previous years has been reviewed in conjunction with NSW Police to minimise some hotspots flagged by NSW Police as well as avoiding some of the busiest roads. The revised course is outside the Hawkesbury LGA.
- The event village will be set up in the historical buildings' precinct within the Scheyville National Park.
- The start and finish for the event is within the Scheyville National Park, with the cycling event starting and finishing in Memorial Drive, Scheyville.
- The event is expected to attract around 150 to 300 riders and 150 to 300 walkers/runners consisting of top-end property developers, construction and building companies, investors, financiers, architects, lawyers and agents.
- Scheyville National Park has worked well for previous events with access to good cycling roads, a good network of walking/running trails and facilities such as toilets and buildings in case of poor weather.
- The event control centre will be based in the Dreadnaught room where all the Registrations will be conducted.
- The event will be undertaken between 7:30am to 12:30pm across the whole course. With set up and pack down between 5:30am and 1:30pm.
- There will be approximately 600 participants for the event in 6 to 8 groups of 80 to 100.
- Spectators will be participation based.

ORDINARY MEETING
5.1 REPORTS OF COMMITTEES
Meeting Date: 20 June 2023

- The Event will consist of six activities:
 - Cycling Course = 100 and 60 kilometres
 - Walking Course = 20 and 10 kilometres
 - Running Course = 20 and 10 kilometres
- The 100 kilometre cycling course is designed as a challenge for experienced and regular cyclists. The estimated time for the fastest cyclist is 4 hours and the slowest cyclist is 5 hours.
- The 60 kilometre cycling course is designed as a challenge for experienced and regular cyclists. The estimated time for the fastest cyclist is 2.75 hours and the slowest cyclist is 5 hours.
- The roads traversed within the Hawkesbury LGA are the same for the two rides. The description below is for the Hawkesbury LGA component of the route;
 - Commencing within the Scheyville National Park, Scheyville, follow the track within the Park along Memorial Drive and turn left into Old Pitt Town Road,
 - Travel along Old Pitt Town Road and turn left into Midson Road,
 - Travel along Midson Road and turn right into Martin Road ,
 - Travel along the full length of Martin Road to its intersection with Boundary Road and turn left into Boundary Road,
 - Travel along Boundary Road and turn left into Mewton Road,
 - Travel along the full length of Mewton Road to its intersection with Pitt Town Dural Road and turn left into Pitt Town Dural Road,
 - Travel along Pitt Town Dural Road and turn right into Pebbly Hill Road,
 - Travel along the full length of Pebbly Hill Road to its intersection with Mitchell Park Road and turn left into Mitchell Park Road,
 - Travel along the Mitchell Park Road to its intersection with Cattai Road (State Road) and turn right into Cattai Road (State Road),
 - Travel along Cattai Road (State Road) crossing Cattai Creek into Wisemans Ferry Road (State Road) and entering The Hills Council LGA,
 - The route will continue outside the Hawkesbury LGA along Wisemans Ferry Road (State Road), Sackville Ferry Road, River Road, Cliftonville Road, and returning along Wisemans Ferry Road (State Road) crossing Cattai Creek into Cattai Road (State Road) and returning into the Hawkesbury Council LGA,
 - Travel along Cattai Road (State Road) and turn left into Mitchell Park Road.
 - Travel along Mitchell Park Road and turn right into Pebbly Hill Road,
 - Travel along the full length of Pebbly Hill Road to its intersection with Pitt Town Dural Road and turn left into Pitt Town Dural Road,

ORDINARY MEETING
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- Travel along Pitt Town Dural Road and turn right into Scheyville Road,
 - Travel along Scheyville Road and turn left into Neich Road,
 - Travel along the full length of Neich Road to its intersection with Boundary Road and turn right into Boundary Road,
 - Travel along Boundary Road and turn right into Martin Road,
 - Travel along the full length of Martin Road to its intersection with Midson Road and turn left into Midson Road,
 - Travel along Midson Road and turn right into Dormitory Hill Road,
 - Travel along the full length of Dormitory Hill Road to its intersection with Scheyville Road and turn left into Scheyville Road,
 - Travel along Scheyville Road and turn left into Memorial Drive at Scheyville National Park.
 - The route distance within the Hawkesbury LGA is approximately 21 kilometres with the whole ride being 100 and 60 kilometres in length.
- The 10 Kilometre Walk and Run course will utilise a combination of the wide grass trails and narrow single tracks within three sections of the Scheyville National Park. An aid station will be placed at the halfway point on each lap to allow for refuelling and servicing.
 - The 20 Kilometre Walk and Run course follows the same course as the 10 kilometre walk/run course and consists of 2 laps.
 - Road Closures are not required although there will be traffic control at the exit and entry points of the cycling course at Old Pitt Town Road and Scheyville Road.
 - There are stop and hold points and with riders on the road there might be some delays for people to pass. Based on the 2022 event, these were minimal however the course has been amended to further reduce any chance of congestion.
 - Participants will be monitored with electronic tags that will record departure times, passing check points and returning to the event village. In the case of a participant not returning by the set cut off times, an emergency communication protocol will be started in order to locate them and verify their safety.
 - On ride medical and mechanical support will be available.
 - Event convoy will be provided where the lead car will be 100 metres in front of the first ride at all times. The rear mechanic, paramedic, coaster bus and bike support van will follow the last rider.
 - Riders will be required to stay hard left in the lane and avoid holding up traffic by pulling over and letting cars past when more than 5 cars build up behind or they are held up for more than 5 minutes.
 - Riders who do not meet minimum check points will be required to get into the coaster bus.
 - Food, drink and toilet stations will be provided along the cycling course.

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- Several Variable Message signs (VMS) will be placed along the route in safe locations.
- Parking will be contained within the Scheyville National Park carpark. Participants will be instructed to use the southern park entry via Old Pitt Town Road. Parking will be co-ordinated by volunteers directing cars into position. The park has large grass spaces that can be utilised for additional and overflow parking. Event volunteers will be required to manage the parking.
- Vehicles used for the event will be parked in the front car park near the National Parks office.

Refer to Attachments 1 and 2: Tour de PIF Charity Ride 2023 event – Event Route Plans.

DISCUSSION:

It would be appropriate to classify the event as a “Class 2” special event under the “Traffic and Transport Management for Special Events” guidelines issued by Transport for NSW – TfNSW (formerly RTA/RMS) as the event may disrupt major traffic and transport systems along the specified route and there may be a low scale disruption to the non-event community. Speed limit, traffic volume and road width details for roads required in the Hawkesbury LGA, excluding the State Roads, are provided in the following table:

Hawkesbury LGA Roads along Cycling Route			
Road Name	Speed Limit (kph)	ADT (Year)	Sealed Carriageway Width (m)
Boundary Road	40 School Zone and 60/80	2540 (2008)	5.8 to 6.3
Dormitory Hill Road	70	138 (2001)	5.5
Martin Road	70	44 (2001)	5.2
Mewton Road	70	138 (2001)	6.7
Midson Road	70	453 (2018)	5.4
Mitchell Park Road	40 School Zone and 60	1417 (2018)	6.1 to 6.4
Neich Road	40 School Zone and 60	882 (1996)	6.9
Old Pitt Town Road	60/70	908 (2003)	5.2 to 5.5
Pebble Hill Road	70	1961 (2018)	5.8 to 7.0
Pitt Town Dural Road	70	1552 (2012)	6.0
Scheyville Road	70	4013 (2019)	6.0 to 8.0

The event organiser should assess the risk and address the suitability of the route as part of the risk assessment considering the road width, number of bicycles, traffic volume and bicycles travelling close to the edge of the sealed travelling lane.

The event will traverse along Local and State roads as well as across several Local Government Areas, with the Hawkesbury LGA component being within the Scheyville, Maraylya, Cattai, Pitt Town and Oakville areas.

The Transport Management Plan (TMP) and the associated Traffic Control Plans (TCP) are to be submitted to Transport for NSW – TfNSW (formerly TMC) for authorisation due to the proposed cycling movements along the State Road network on roads such as Cattai Road and Wisemans Ferry Road.

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The event organiser has submitted the following items in relation to the event: Attachment 3 (ECM Document Set ID Nos: 8331350):

- Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
- Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
- Special Event Transport Management Plan Template – RTA (Transport for NSW – TfNSW),
- Event Management Plan,
- Event Route Plans.

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) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Tour de PIF Charity Ride & Run/Walk 2023 event, which is a cross regional event, will traverse across several Local Government Areas, with the Hawkesbury LGA component being within the Scheyville, Maraylya, Cattai, Pitt Town and Oakville areas, planned for Friday 08 September 2023, 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.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to 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

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meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally Council has an events template which can be provided to assist in identifying and controlling risks);

- 4b. the event organiser is to assess the risk and address the suitability of the entire route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to preparing the TMP and prior to the event;
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; a copy of the Police Force approval to be submitted to Council;
- 4d. the event organiser is to submit a Transport Management Plan (TMP) for the entire route/event incorporating Traffic Control Plans (TCP) for the entire route (within the Hawkesbury LGA), which needs to include details such as the specific position of advance warning signs such as VMS's, to Council for acknowledgement and Transport for NSW – TfNSW (formerly RTA/RMS) for concurrence. The TCP should be prepared by a person holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
- 4e. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) to undertake the proposed cycling movements along the State Road network on roads such as Cattai Road and Wisemans Ferry Road; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$20,000,000 noting Council and Transport for NSW – TfNSW (formerly RTA/RMS) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;
- 4g. as the event will traverse public roads and require traffic control, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy the road;
- 4h. the event organiser is to obtain approval from the NSW National Parks and Wildlife Service (NSW Department of Planning, Industry and Environment) for the use of Scheyville National Park. If the use of a Council Park/Reserve is required, written approval is required from Council; a copy of this approval to be submitted to Council;
- 4i. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4j. the event organiser is to advise all adjoining Councils such as The Hills Council of the event and obtain any necessary approvals from these Councils; a copy of this approval to be submitted to Council;
- 4k. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures 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);
- 4l. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;

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- 4m. the event organiser is to 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;
- 4n. 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 has been submitted to Council;
- 4o. 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:

- 4p. access is to be maintained for businesses, residents and their visitors;
- 4q. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4r. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4s. the cyclists are to be made aware of and are to follow all the general road user rules whilst cycling on public roads;
- 4t. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the route during the event, under the direction of a traffic controller holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4u. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4v. 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 Lyons-Buckett, seconded by Ms Melissa Monroe.

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

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RTA/RMS) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.

2. The Tour de PIF Charity Ride & Run/Walk 2023 event, which is a cross regional event, will traverse across several Local Government Areas, with the Hawkesbury LGA component being within the Scheyville, Maraylya, Cattai, Pitt Town and Oakville areas, planned for Friday 08 September 2023, 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.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to 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 route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to preparing the TMP and prior to the event;
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; a copy of the Police Force approval to be submitted to Council;
- 4d. the event organiser is to submit a Transport Management Plan (TMP) for the entire route/event incorporating Traffic Control Plans (TCP) for the entire route (within the Hawkesbury LGA), which needs to include details such as the specific position of advance warning signs such as VMS's, to Council for acknowledgement and Transport for NSW – TfNSW (formerly RTA/RMS) for concurrence. The TCP should be prepared by a person holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS) to satisfy the requirements of WHS legislation and associated Codes of Practice and Australian Standards;
- 4e. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) to undertake the proposed cycling movements along the State Road network on roads such as Cattai Road and Wisemans Ferry Road; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;

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- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$20,000,000 noting Council and Transport for NSW – TfNSW (formerly RTA/RMS) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;
- 4g. as the event will traverse public roads and require traffic control, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy the road;
- 4h. the event organiser is to obtain approval from the NSW National Parks and Wildlife Service (NSW Department of Planning, Industry and Environment) for the use of Scheyville National Park. If the use of a Council Park/Reserve is required, written approval is required from Council; a copy of this approval to be submitted to Council;
- 4i. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4j. the event organiser is to advise all adjoining Councils such as The Hills Council of the event and obtain any necessary approvals from these Councils; a copy of this approval to be submitted to Council;
- 4k. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures 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);
- 4l. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4m. 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;
- 4n. 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 has been submitted to Council;
- 4o. 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:

- 4p. access is to be maintained for businesses, residents and their visitors;
- 4q. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4r. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);

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- 4s. the cyclists are to be made aware of and are to follow all the general road user rules whilst cycling on public roads;
- 4t. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the route during the event, under the direction of a traffic controller holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4u. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4v. 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.

4.2.2. LTC - All Holden Day - Holden Display Day 2023 - Hawkesbury Showground, Clarendon - (Hawkesbury) - (80245, 114515)

INTRODUCTION:

An application has been received from All Holden Day Inc. seeking approval (in traffic management terms) to conduct the All Holden Day – Holden Display Day 2023 within the Hawkesbury Showground, Clarendon, on Sunday, 06 August 2023, which includes a 2 day Swap Meet to be held on Saturday, 05 August and Sunday, 06 August 2023.

The event organiser has advised:

- The event has been held for the past 32 years.
- The event is a display day for all original and modified Holden vehicles.
- The event includes a swap meet on Saturday, 05 August and Sunday, 06 August 2023.
- The event will be conducted between 6am and 5pm for both days.
- The Showground is located on Racecourse Road, with the Hawkesbury Racecourse and the Clarendon Railway Station located opposite.
- The event is located within the Hawkesbury Showground only.
- The event is expected to attract approximately 800 entrant's vehicles (capped) and 12,000 visitors.
- It is anticipated that most visitors will travel by car. They will park within the Hawkesbury Showground car parking area and will be directed into the site via Gate 4, by accredited traffic controllers. Exit from the showground will be via Gate 1.
- There may be an increase to traffic flow on Hawkesbury Valley Way and Racecourse Road on the Sunday morning, with the majority of vehicles arriving between 6am and 8am. Traffic controllers will monitor queue lengths along Racecourse Road to ensure vehicles do not queue across the Railway level crossing.
- Traffic controllers will monitor the exit of vehicles from the showground. If there are issues with vehicles turning right into Hawkesbury Valley Way from Racecourse Road due to heavy traffic on Hawkesbury Valley Way that may result in vehicles queuing across the railway tracks,

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vehicles will be directed to run right out of Gate 1 onto Racecourse Road and travel towards Blacktown Road.

- Advance warning with VMS shall be installed at 5 locations which include Windsor Road, Hawkesbury Valley Way and Blacktown Road.

Details of the Event Layout Plan, Traffic Movement Plan and VMS Messaging Plans are contained in Attachments 1 to 4.

DISCUSSION:

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

Traffic congestion is likely to be concentrated in Hawkesbury Valley Way, from where the majority of vehicles will queue to enter Racecourse Road, and in Racecourse Road, as vehicles queue to enter the parking area from Gate 4. It is likely that some vehicles, to avoid the congestion at Hawkesbury Valley Way, will travel towards the showground along Racecourse Road from the Blacktown Road intersection.

The Transport Management Plan (TMP) and the associated Traffic Control Plans (TCPs) are to be submitted to Transport for NSW – TfNSW (formerly TMC) for authorisation due to the proposed traffic movements into and out of Racecourse Road that will affect the movement of traffic along Hawkesbury Valley Way and Blacktown Road as well as the potential impact across the railway level crossing at Clarendon Station.

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 has submitted the following items in relation to the event: Attachment 5 (ECM Document Set ID No: 8386410):

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. Transport Management Plan – referred to in the application as Special Event Traffic Management Plan (TMP) and Traffic Control Plans (TCPs),
5. Event and Parking Layout for the Showground,
6. VMS Location plans for Blacktown Road, Hawkesbury Valley Way and Windsor Road.
7. Copy of the application to the NSW Police Force,

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8. Copies of correspondence forwarded to the NSW Police Force, NSW Ambulance Service, Richmond and Windsor Fire Brigade (Fire & Rescue NSW) and SES.

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) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The All Holden Day – Holden Display Day 2023 event within the Hawkesbury Showground, Clarendon, on Sunday, 06 August 2023, which includes a 2 day Swap Meet to be held on Saturday, 05 August and Sunday, 06 August 2023 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.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to event:

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

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- 4d. the event organiser is to submit a Transport Management Plan (TMP) for the entire event incorporating the submitted Traffic Control Plans (TCPs) to Council and Transport for NSW – TfNSW (formerly RTA/RMS) for acknowledgement and concurrence respectively;
- 4e. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) to undertake the proposed traffic movements into and out of Racecourse Road that will affect the movement of traffic along Hawkesbury Valley Way and Blacktown Road; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 noting Hawkesbury City Council and Transport for NSW – TfNSW (formerly RTA/RMS) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;
- 4g. as the event requires traffic control on a public road, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy the road;
- 4h. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4i. the event organiser is to advertise the event in the local press stating the entire extent of the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, two weeks prior to the event; a copy of the proposed advertisement to be submitted to Council (indicating the advertising medium);
- 4j. the event organiser is to notify the details of the event to the NSW Rural Fire Service at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4k. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4l. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; a copy of the correspondence to be submitted to Council;
- 4m. the event organiser is to submit the completed " Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

During the event:

- 4n. access is to be maintained for businesses, residents and their visitors;
- 4o. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4p. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);

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- 4q. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed for the event, during the event, under the direction of a traffic controller holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);
- 4r. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4s. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity.

COMMITTEE RECOMMENDATION:

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

Support for 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) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The All Holden Day – Holden Display Day 2023 event within the Hawkesbury Showground, Clarendon, on Sunday, 06 August 2023, which includes a 2 day Swap Meet to be held on Saturday, 05 August and Sunday, 06 August 2023 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.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to 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

ORDINARY MEETING

5.1 REPORTS OF COMMITTEES

Meeting Date: 20 June 2023

<http://www.dsr.nsw.gov.au>; additionally Council has an events template which can be provided to assist in identifying and controlling risks);

- 4b. the event organiser is to assess the risk and address the suitability of the entire site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the site by the event organiser prior to preparing the TMP and prior to the event;
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; a copy of the Police Force approval to be submitted to Council;
- 4d. the event organiser is to submit a Transport Management Plan (TMP) for the entire event incorporating the submitted Traffic Control Plans (TCPs) to Council and Transport for NSW – TfNSW (formerly RTA/RMS) for acknowledgement and concurrence respectively;
- 4e. the event organiser is to obtain approval from Transport for NSW – TfNSW (formerly TMC) to undertake the proposed traffic movements into and out of Racecourse Road that will affect the movement of traffic along Hawkesbury Valley Way and Blacktown Road; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4f. the event organiser is to submit to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 noting Hawkesbury City Council and Transport for NSW – TfNSW (formerly RTA/RMS) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;
- 4g. as the event requires traffic control on a public road, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy the road;
- 4h. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4i. the event organiser is to advertise the event in the local press stating the entire extent of the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, two weeks prior to the event; a copy of the proposed advertisement to be submitted to Council (indicating the advertising medium);
- 4j. the event organiser is to notify the details of the event to the NSW Rural Fire Service at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4k. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4l. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; a copy of the correspondence to be submitted to Council;
- 4m. the event organiser is to submit the completed " Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

During the event:

ORDINARY MEETING
5.1 REPORTS OF COMMITTEES

Meeting Date: 20 June 2023

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

4.3. FOR INFORMATION

There were no reports for Information.

5. GENERAL BUSINESS

There was no general business.

The next Local Traffic Committee meeting is proposed to be held on Monday, 19 June 2023 at 3.00pm.

The meeting terminated at 3:20pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
6.1 NOTICES OF MOTION
Meeting Date: 20 June 2023

6.1 NOTICES OF MOTION

Nil reports.

ORDINARY MEETING**7.1 QUESTIONS FOR NEXT MEETING****Meeting Date:** 20 June 2023**7.1 QUESTIONS FOR NEXT MEETING****7.1.1. Responses to Councillor Questions Taken on Notice at the Council Meeting - 9 May 2023**

The following questions were raised from Councillors regarding matters on the Council Meeting Business Paper of 9 May 2023. The questions were taken on notice and the responses are provided below:

#	Councillor	Question	Response
1	Wheeler	How much will be in the Property Development Reserve after we allocate the additional funding.	The Property Development Reserve is projected to close with a balance of \$1.05M as at 30 June 2023, subsequent to the additional funding.
2	Wheeler	Council provide information as to where we are up to with the Argyle Bailey Bridge.	The Argyle Bailey Bridge was severely damaged during the floods in 2021 and 2022. As it is not considered an essential public asset, and therefore not eligible for funding under the Disaster Recovery Funding Arrangements, Council nominated its reconstruction as an activity to be funded from the Community Local Infrastructure Repair Program. Prior to commencement of the works, Council must first receive and execute the funding deeds from the NSW Government, which have not yet been received.
3	Sheather	Can Council provide specific completion timing of the six granted funded works.	The six grant funded works and the update on timings are: <ul style="list-style-type: none">• New Fire Control Centre: the NSW Government has resumed control of the works as part of a broader package of new Fire Control Centres to be delivered across the State. Council does not have a view to the anticipated completion date, however the project continues with concept design and preparation of Development Application documentation.• Upper Hawkesbury Power Boat Club: the reconstruction of the Club requires development consent, which was recently granted. With the attainment of a consent, Council anticipates tenders will shortly be advertised and completion late in the 2023/2024 financial year.

ORDINARY MEETING

7.1 QUESTIONS FOR NEXT MEETING

Meeting Date: 20 June 2023

			<ul style="list-style-type: none">• Flood Resilience at the Animal Shelter: Works are programmed for completion in the second quarter of the 2023/2024 financial year.• Upgrade of flood gauges at St Albans and Yarramundi: Council is awaiting the finalisation of funding deeds from the NSW Government and anticipate completion 12 months following execution of the funding deed.• Flood gate restoration and repair: Council is finalising its investigation into the broader Hawkesbury Floodplain Drainage Review and will use this to inform the prioritisation of flood gate restoration and repairs. It is anticipated that the restoration work will be completed in the 2023/2024 financial year.• Under floor heating - Animal Shelter: Works are programmed for completion in the second quarter of the 2023/2024 financial year.
4	Conolly	There is a compulsory ESL amount and an additional voluntary amount that we contribute to the RFS, what is the quantum of the voluntary amount.	The additional amount allocated by Council within the 2022/2023 Full Year Budget towards the Rural Fire Service function, above the Emergency Services Levy is \$440K.

oooO END OF REPORT Oooo

ORDINARY MEETING
8. CONFIDENTIAL REPORTS
Meeting Date: 20 June 2023

8. CONFIDENTIAL REPORTS

8.1. GENERAL MANAGER

Nil reports.

8.2. CITY PLANNING

Nil reports.

ORDINARY MEETING
8. CONFIDENTIAL REPORTS
Meeting Date: 20 June 2023

8.3. CORPORATE SERVICES.

8.3.1. CS - Acquisition of Part of 302 Commercial Road, Vineyard - (112106, 95496, 161257)

Directorate: Corporate 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 the purchase of property by the Council 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
8. CONFIDENTIAL REPORTS
Meeting Date: 20 June 2023

8.3.2. **CS - Acquisition of Part of 284a Commercial Road, Vineyard - (112106, 95496, 124752, 124753, 155169)**

Directorate: Corporate 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 the purchase of property by the Council 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

8. CONFIDENTIAL REPORTS

Meeting Date: 20 June 2023

8.3.3. CS - Licence Agreement - NSW Wildlife Information Rescue and Education Service Inc. - Part of 10 Mulgrave Road, Mulgrave - (112106, 95496, 154074)

Directorate: Corporate 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, the reports, correspondence and other relevant documentation relating to this matter are to be withheld from the press and public.

ORDINARY MEETING
8. CONFIDENTIAL REPORTS
Meeting Date: 20 June 2023

8.4. INFRASTRUCTURE SERVICES

Nil reports.



Ordinary Meeting

End of Business Paper

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