



ORDINARY MEETING

Date of meeting: 26 November 2024
Location: Council Chambers
Time: 6:30 PM

MINUTES

ORDINARY MEETING

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1. WELCOME

Minutes of the Ordinary Meeting held at the Council Chambers, Windsor, on 26 November 2024, commencing at 6:32pm.

a) Acknowledgement of Indigenous Heritage

The Mayor, Councillor Les Sheather acknowledged the Indigenous Heritage.

b) Acting General Manager's Matters for Mention

The Acting General Manager addressed the Council meeting, mentioning:

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

2. ACKNOWLEDGEMENT OF OFFICIAL VISITORS TO THE COUNCIL

There were no official visitors to Council.

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

Attendance

PRESENT: Councillor Les Sheather, Mayor, Councillor Sarah McMahon, Deputy Mayor and Councillors Tom Aczel, Mike Creed, Shane Djuric, Amanda Kotlash, Mary Lyons-Buckett, Jill Reardon, Paul Veigel, Danielle Wheeler and Nathan Zamprogno.

ALSO PRESENT: Acting General Manager – Laurie Mifsud, Acting Director City Planning – Andrew Kearns, Director Infrastructure Services – Will Barton, Manager Governance and Risk - Patricia Krzeminski, Chief Financial Officer – Vanessa Browning, Manager Communications and Events - Suzanne Stuart, Capital Program Director – Phil Moore, Corporate Planning and Performance Strategist – Miles Carter, and Administrative Support Coordinator – Vandana Saini.

The Mayor, Councillor Les Sheather advised that an apology was received from Councillor Eddie Dogramaci.

215 RESOLUTION:

RESOLVED on the motion of Councillor Reardon, seconded by Councillor Creed that the apology tendered by Councillor Dogramaci be accepted.

The Mayor, Councillor Les Sheather advised that a written request was received from Councillor Paul Veigel to attend tonight's Ordinary Council meeting by audio-visual link as he was unable to attend the meeting in person.

216 RESOLUTION:

RESOLVED on the motion of Councillor Reardon, seconded by Councillor Djuric that approval be granted to Councillor Veigel to attend the Ordinary Council Meeting on 26 November 2024 by audio-visual link.

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4. DECLARATIONS OF INTERESTS

Councillor McMahon declared interests in Items 10.1.1. and 10.5.1.

Councillor Wheeler declared an interest in Item 10.5.1.

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5. CONFIRMATION OF MINUTES

217 RESOLUTION

RESOLVED on the motion of Councillor Reardon, seconded by Councillor Lyons-Buckett that the minutes of the Ordinary Meeting held on 12 November 2024, be confirmed.

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6. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS

The following items were subject to public address:

- Item 8.1.1. - MM- Lower Portland Ferry Operating Hours 24/7
- Item 10.1.1. - CP - Planning Proposal - LEP005/23 Redbank, North Richmond - Post Exhibition Report
- Item 10.3.2. - CP – Community Batteries
- Item 10.4.2. - CS - September 2024 Quarterly Budget Review Statement

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7. CONDOLENCES

Nil Reports.

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8. MAYORAL MINUTES

8.1.1. MM – Lower Portland Ferry Operating Hours 24/7

Directorate: Infrastructure Services

Rochelle Miller and Deborah Lawson (on behalf of Darren Osmotherly) addressed the Council, speaking for the recommendation contained within the business paper.

MOTION:

MOVED on the motion of the Mayor, Councillor Sheather.

Refer to RESOLUTION

218 RESOLUTION:

RESOLVED on the motion of the Mayor, Councillor Sheather.

That Council acknowledge the Ministerial representations made by the State Member for Hawkesbury, Ms Robyn Preston MP on this issue and that Council write to the NSW Minister for Transport, seeking an expansion of the Lower Portland Ferry hours to be 24 hours a day, seven days a week and Council advocate with the Member for Hawkesbury on this matter.

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

Against the Motion: Nil.

Absent: Councillor Dogramaci.

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9. EXCEPTION REPORTS - ADOPTION OF ITEMS NOT IDENTIFIED FOR DISCUSSION AND DECISION

MOTION:

MOVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Kotlash.

Refer to RESOLUTION

219 RESOLUTION:

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

That the following items are dealt with by exception:

- Item 10.3.1. CP - Fire Safety Complaint - Paragon Filling – Hannabus Place, Aspinall Place and Hudson Place, Mulgrave
- Item 10.4.3. - CS - Data Breach Policy
- Item 10.4.4. - CS - Privacy Management Plan
- Item 10.4.6 - CS - Proposed Road Closure Part of High Street, McGraths Hill
- Item 11.1.1. - ROC - Local Traffic Committee - 11 November 2024.

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

Against the Motion: Nil.

Absent: Councillor Dogramaci.

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10. REPORTS FOR DETERMINATION

10.1. PLANNING DECISIONS

10.1.1. CP - Planning Proposal - LEP005/23 Redbank, North Richmond - Post Exhibition Report (95498/ 124414)

Previous Item: 4.1.2, Ordinary (12 December 2023)

Directorate: City Planning

Councillor McMahon declared a less than significant non-pecuniary interest in this Item, being that she leases and lives in a property in Redbank. She remained in the Chamber and participated in the discussion and voting on this matter.

Jethro Yuen addressed the Council, speaking for the recommendation contained in the business paper.

MOTION:

MOVED on the motion of Councillor Reardon, seconded by Councillor Creed.

Refer to RESOLUTION

220 RESOLUTION:

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

That Council:

1. Note the outcome of public exhibition of Planning Proposal LEP005/23, Redbank, North Richmond.
2. Support the making of the proposed amendment to the Hawkesbury Local Environmental Plan 2012 (LEP005/23).
3. Prepare and forward the draft instruments associated with the Hawkesbury Local Environmental Plan 2012 amendment to the Department of Planning, Housing and Infrastructure.
4. Upon receiving confirmation from the Department of Planning, Housing and Infrastructure that the Hawkesbury Local Environmental Plan 2012 amendment can be made, Council request notification of the Hawkesbury Local Environmental Plan 2012 amendment on the NSW Legislation website to give effect to the amendment.

In accordance with Section 375A of the Local Government Act 1993 a division is required to be called whenever a planning decision is put at a Council or Committee meeting. Accordingly, the Chairperson called for a division in respect of the motion, the results of which are as follows:

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For the Motion: Councillors Sheather, Aczel, Creed, Djuric, Kotlash, McMahon, Reardon, Veigel, and Zamprogno.

Against the Motion: Councillors Lyons-Buckett and Wheeler.

Absent: Councillor Dogramaci.

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10.2. GENERAL MANAGER

10.2.1. GM - 2023/2024 Annual Report and State of Our City Report

Directorate: General Manager

MOTION

A MOTION was moved by Councillor Kotlash, seconded by Councillor Djuric.

Refer to RESOLUTION

221 RESOLUTION:

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

That Council:

1. Adopt the 2023/2024 Annual Report attached as Attachment 1 to this report and forward a copy to the Office of Local Government and place on Council's website by 30 November 2024.
2. Note the State of our City Report 2021-2024 attached as Attachment 2 to this report.

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

Against the Motion: Nil.

Absent: Councillor Dogramaci.

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10.3. CITY PLANNING

10.3.1. CP – Fire Safety Complaint – Paragon Filling – Hannabus Place, Aspinall Place and Hudson Place, Mulgrave (95498)

Directorate: City Planning

MOTION:

MOVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Kotlash.

Refer to RESOLUTION

223 RESOLUTION:

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

That Council receive and note the two Inspection Reports from the Commissioner of Fire and Rescue NSW provided as Attachments 1 and 2 to this report.

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

Against the Motion: Nil.

Absent: Councillor Dogramaci.

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10.3.2. CP - Community Batteries (95498)

Previous Item: 6.1.1, Ordinary (12 September 2023)

Directorate: City Planning

Bill Sneddon addressed the Council, speaking for the recommendation contained within the business paper.

MOTION:

MOVED on the motion of Councillor Kotlash, seconded by Councillor Creed.

Refer to RESOLUTION

224 RESOLVED

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

That Council:

1. Note the information provided in response to the Council resolution regarding community batteries from Council's Meeting of 12 September 2024.
2. Seek to join the WSROC Community Renewable Energy Project, with costs to Council for participating in the scheme to be factored into the 2025/2026 Budget and further reported to Council at a Briefing.
3. Undertake the necessary work to identify areas that would be likely to be qualify for ARENA funding in the future and that we learn from the project at Hobartville.

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

Against the Motion: Nil.

Absent: Councillor Dogramaci.

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10.4. CORPORATE SERVICES

10.4.1. CS - Investment Report - October 2024 - (95496, 96332)

Previous Item: 4.4.6, Ordinary (14 May 2024)

Directorate: Corporate Services

MOTION:

MOVED on the motion of Councillor McMahon, seconded by Councillor Reardon.

Refer to RESOLUTION

225 RESOLUTION:

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

That the Monthly Investment Report for October 2024 be received and noted.

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

Against the Motion: Nil.

Absent: Councillor Dogramaci.

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10.4.2. CS - September 2024 Quarterly Budget Review Statement - (95496, 96332)

Previous Item: 10.2.2, Ordinary (11 June 2024)

Directorate: Corporate Services

Morgan Philpott addressed the Council, speaking for the recommendation contained within the business paper.

MOTION:

MOVED on the motion of Councillor Kotlash, seconded by Councillor Aczel.

Refer to RESOLUTION

226 RESOLUTION:

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

That Council receive the information contained in this report regarding the September 2024 Quarterly Budget Review, and the Budget adjustments, as summarised in the report and detailed in Attachment 1, be adopted with the additional allocation of up to \$70,000 for the Koala Corridor Assessment and a Final Report/Koala Management Strategy, with those funds to come from reduced allocation to Council's Property Reserve.

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

Against the Motion: Nil.

Absent: Councillor Dogramaci.

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10.4.3. CS - Data Breach Policy - (95496, 96333)

Directorate: Corporate Services

MOTION:

MOVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Kotlash.

Refer to RESOLUTION

227 RESOLUTION:

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

That:

1. The Draft Data Breach Policy, attached as Attachment 1 to this report, be placed on public exhibition for a minimum of 28 days.
2. At the expiration of the public exhibition period, the following action be taken:
 - a) Should any submissions be received regarding the Data Breach Policy, a further report be submitted to Council, or
 - b) Should no submissions be received, Council adopt the Data Breach Policy, attached as Attachment 1 to this report.

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

Against the Motion: Nil.

Absent: Councillor Dogramaci.

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10.4.4. CS - Privacy Management Plan - (95496, 96333)

Directorate: Corporate Services

MOTION:

MOVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Kotlash.

Refer to RESOLUTION

228 RESOLUTION:

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

That:

1. The Draft Privacy Management Plan, attached as Attachment 1 to this report, be placed on public exhibition for a minimum of 28 days.
2. At the expiration of the public exhibition period, the following action be taken:
 - a) Should any submissions be received regarding the Privacy Management Plan, a further report be submitted to Council, or
 - b) Should no submissions be received:
 - i. Council adopt the Privacy Management Plan, attached as Attachment 1 to this report, and
 - ii. A copy of the Privacy Management Plan be provided to the NSW Privacy Commissioner.

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

Against the Motion: Nil.

Absent: Councillor Dogramaci.

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10.4.5. CS - Public Interest Disclosure Policy - (95496, 96333)

Directorate: Corporate Services

MOTION:

MOVED on the motion of Councillor McMahon, seconded by Councillor Kotlash

Refer to RESOLUTION

229 RESOLUTION:

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

That:

1. The Draft Public Interest Disclosure Policy, attached as Attachment 1 to this report, be placed on public exhibition for a minimum of 28 days.
2. At the expiration of the public exhibition period, the following action be taken:
 - a) Should any submissions be received regarding the Public Interest Disclosure Policy, a further report be submitted to Council, or
 - b) Should no submissions be received, Council adopt the Public Interest Disclosure Policy, attached as Attachment 1 to this report.
3. Councillors receive training regarding their responsibilities under the Public Interest Disclosure Policy.

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

Against the Motion: Nil.

Absent: Councillor Dogramaci.

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10.4.6. CS - Proposed Road Closure Part of High Street, McGraths Hill - (95496, 112106, 162748)

Directorate: Corporate Services

MOTION:

MOVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Kotlash.

Refer to RESOLUTION

230 RESOLUTION:

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

That:

1. Council publicly exhibit and notify adjoining owners of the proposed road closure of an area of approximately 425.5m² of High Street, McGraths Hill as shown in the location plan attached as Attachment 2 to this report.
2. At the expiration of the public exhibition period outlined in Part 1, the following action be taken:
 - a) Should any submissions be received regarding the proposed road closure a further report be submitted to Council, or
 - b) Should no submissions be received:
 - i) Council approve the road closure as shown in Attachment 2 to this report, being part of High Street, McGraths Hill.
 - ii) Authority be given for the Road Closure Plan, and any documentation in association with the matter to be executed under the Seal of Council.

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

Against the Motion: Nil.

Absent: Councillor Dogramaci.

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10.5. INFRASTRUCTURE SERVICES

10.5.1. IS Quarter 1 - 2024/2025 Capital Projects Report - (95495)

Previous Item: 10.5.3, Ordinary (13 August 2024)

Directorate: Infrastructure Services

Councillor McMahon declared a less than significant non-pecuniary interest in this Item, being that her son plays for Hawkesbury Hawks (Turnbull Oval) and that she is a member of Hawkesbury Communications NSW Rural Fire Service (RFS) Brigade Fire Control Centre. She remained in the Chambers and participated in the discussion or voting on this matter.

Councillor Wheeler declared a less than significant non-pecuniary interest in this Item, being that she is member of Hawkesbury Communications NSW Rural Fire Service (RFS) Brigade Fire Control Centre and her son is a member of Wilberforce Brigade, NSW Rural Fire Service (RFS). She remained in the Chambers and participated in the discussion or voting on this matter.

MOTION:

MOVED on the motion of Councillor Reardon, seconded by Councillor Kotlash.

Refer to RESOLUTION

231 RESOLUTION:

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

That Council receive and note the Quarter 1 - 2024/2025 Capital Projects Report.

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

Against the Motion: Nil.

Absent: Councillor Dogramaci.

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11. RECEIPT OF MINUTES OF OTHER COMMITTEES

11.1.1. ROC - Local Traffic Committee - 11 November 2024 - (82045)

Directorate: Infrastructure Service

MOTION:

MOVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Kotlash.

Refer to RESOLUTION

232 RESOLUTION:

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

That the Council adopt the recommendations contained in the Minutes of the Hawkesbury City Council Local Traffic Committee meeting held on 11 November 2024.

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

Against the Motion: Nil.

Absent: Councillor Dogramaci.

ADJOURNMENT OF MEETING

At 8:31pm the Mayor, Councillor Sheather adjourned the meeting for five minutes.

RESUMPTION OF MEETING

The meeting resumed at 8:37pm.

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12. NOTICES OF MOTION

Nil Reports.

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13. QUESTIONS WITH NOTICE

Nil Reports.

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14. RESPONSES TO QUESTIONS WITH NOTICE FROM PREVIOUS MEETING

14.1.1. Responses to Councillor Questions Taken on Notice at the Council Meeting - 23 July 2024

Comments and further questions were provided in regard to the Questions Taken on Notice at the Council Meeting on 23 July 2024. Answers to these questions will be provided at the next Council Meeting.

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15. CONFIDENTIAL REPORTS

233 RESOLUTION:

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

That the Council meeting be closed to deal with confidential matters and in accordance with Section 10A of the Local Government Act, 1993, members of the Press and the public be excluded from the Council Chambers during consideration of the following item:

15.3.1. CS – Easement -William Street Reserve, 8 William Street, North Richmond
(112106, 95496, 35808)

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 purchase an easement through a property owned 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.

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15.1. GENERAL MANAGER

Nil reports.

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15.2. CITY PLANNING

Nil reports.

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15.3. CORPORATE SERVICES

15.3.1. CS - Easement - William Street Reserve, 8 William Street, North Richmond
(112106, 95496, 35808)

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 purchase an easement through a property owned 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.

234 RESOLUTION:

RESOLVED on the motion of Councillor Creed seconded by Councillor McMahon that open meeting be resumed.

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15.3.1. CS - Easement - William Street Reserve, 8 William Street, North Richmond
(112106, 95496, 35808)

Directorate: Corporate Services

MOTION:

The Acting General Manager advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Reardon, seconded by Councillor Creed.

Refer to RESOLUTION

235 RESOLUTION:

The Acting General Manager advised that whilst in closed session, the Council RESOLVED on the motion of Councillor Reardon, seconded by Councillor Creed.

That:

1. Council publicly exhibit and notify adjoining land owners of the proposed creation of an easement comprising an area in the order of 62.42m² within William Street Reserve, 8 William Street, North Richmond (Lot 1 in Deposited Plan 1184340) as shown in Attachment 2 to this report.
2. At the expiration of the public notification period outlined in Part 1 above, the following action be taken:
 - a) Should any submissions be received regarding the proposed easement in William Street Reserve, 8 William Street, North Richmond (Lot 1 in Deposited Plan 1184340), a further report be submitted to Council, or
 - b) Should no submissions be received:
 - i. Council agree to the proposed easement through William Street Reserve, 8 William Street, North Richmond (Lot 1 in Deposited Plan 1184340), as outlined in this report and as shown in Attachment 2 to this report, and compensation in the amount detailed in this report be accepted by Council.
 - ii. The applicant ensure that no trees are removed and that the site is restored to its original condition after the works have been completed.
 - iii. The applicant reimburse Council for all legal costs incurred by Council in relation to the easement.
 - iv. Authority be given for any plans and other documentation in association with this matter be executed under the Seal of Council.
 - v. Details of the resolution be conveyed to the applicant together with the advice that Council is not and will not be bound by the terms of its resolution until such time as appropriate documentation to put such resolution into effect has been agreed to and executed by all parties.

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

Against the Motion: Nil.

Absent: Councillor Dogramaci.

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15.4. INFRASTRUCTURE SERVICES

Nil reports.

ACKNOWLEDGMENT OF CHIEF FINANCIAL OFFICER

Council acknowledged and appreciated the hard work, leadership and dedication of Council's Chief Financial Officer, Ms Vanessa Browning and wished her best of luck for future endeavours.

Meeting terminated at 9:37pm.

Submitted to and confirmed at the Ordinary meeting on 10 December 2024.

.....
Mayor



Ordinary Meeting

End of Minutes

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.