



ORDINARY MEETING

Date of meeting: 18 February 2025
Location: Council Chambers
Time: 6:30 PM

BUSINESS PAPER

ORDINARY MEETING

1. WELCOME

Meeting Date: 18 February 2025

TABLE OF CONTENTS

1. WELCOME 5

 a) Acknowledgement of Indigenous Heritage..... 5

 b) General Manager's Matters for Mention..... 5

 c) Presentation: Australia Day Awards 2024 and 2025..... 5

2. ACKNOWLEDGEMENT OF OFFICIAL VISITORS TO THE COUNCIL 5

3. APOLOGIES AND LEAVE OF ABSENCE OR ATTENDANCE BY AUDIO-VISUAL LINK BY COUNCILLORS 5

4. DECLARATIONS OF INTERESTS 5

5. CONFIRMATION OF MINUTES 7

6. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS 9

7. CONDOLENCES 11

8. MAYORAL MINUTES..... 13

9. EXCEPTION REPORTS - ADOPTION OF ITEMS NOT IDENTIFIED FOR DISCUSSION AND DECISION..... 15

10. REPORTS FOR DETERMINATION 17

 10.1. PLANNING DECISIONS..... 17

 10.2. GENERAL MANAGER..... 19

 10.2.1. GM - Six Monthly Progress Report - 2024/2025 Operational Plan - (79351,159586) 19

 10.2.2. GM - 2025 National Assembly of Local Government - Conference Motions - (79351) 22

 10.3. CITY PLANNING 27

 10.3.1. CP - Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study and Floodplain Risk Management Study and Plan - (124414) 27

 10.3.2. CP - Draft Plan of Management- Church Street Reserve/ Oasis Aquatic and Fitness Centre and Windsor Pre School - (124414) 35

 10.3.3. CP -Submission to Richmond Bridge Stage 2 Review of Environmental Factors - (124414)..... 43

 10.3.4. CP - Hawkesbury Social Infrastructure and Assessment Strategy 2024-2034 Public Exhibition Outcomes - (95498, 124414)..... 50

 10.4. CORPORATE SERVICES 63

ORDINARY MEETING

1. WELCOME

Meeting Date: 18 February 2025

10.4.1. CS - December 2024 Quarterly Budget Review Statement - (95496, 96332) 63

10.4.2. CS - Draft Submission to the Office of Local Government Model Meeting Code
Amendments - (95496, 96333)..... 71

10.4.3. CS - Investment Report - December 2024 - (95496, 96332) 77

10.5. INFRASTRUCTURE SERVICES..... 85

10.5.1. IS - Quarter 2 - 2024/2025 Capital Expenditure and Project Report - (95495) 85

11. RECEIPT OF MINUTES OF OTHER COMMITTEES 107

11.1.1. ROC - Local Traffic Committee - 20 January 2025 - (82045)..... 107

11. NOTICES OF MOTION..... 155

12. QUESTIONS WITH NOTICE 157

14. RESPONSES TO QUESTIONS WITH NOTICE FROM PREVIOUS MEETING..... 159

14.1. 1. Response to Councillor Question Taken on Notice at the Council Meeting - 4 February
2025 159

15. CONFIDENTIAL REPORTS 161

ORDINARY MEETING

1. WELCOME

Meeting Date: 18 February 2025

1. WELCOME

a) Acknowledgement of Indigenous Heritage

The Mayor, Councillor Les Sheather will acknowledge the Indigenous Heritage.

b) General Manager's Matters for Mention

The General Manager will address the Council meeting, mentioning:

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

c) Presentation: Australia Day Awards 2024 and 2025

2. 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.

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

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

Attendance

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

4. DECLARATIONS OF INTERESTS

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

Statement of Ethical Obligations

In accordance with Section 233A of the Local Government Act 1993, Councillors have taken 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.

ORDINARY MEETING

1. WELCOME

Meeting Date: 18 February 2025

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ORDINARY MEETING

5. CONFIRMATION OF MINUTES

Meeting Date: 18 February 2025

5. CONFIRMATION OF MINUTES

Minutes of Ordinary Council Meeting 4 February 2025



ORDINARY MEETING

Date of meeting: 4 February 2025
Location: Council Chambers
Time: 6:30 PM

MINUTES

ORDINARY MEETING

Table of Contents

Meeting Date: 4 February 2025

Table of Contents

1. WELCOME	5
a) Acknowledgement of Indigenous Heritage.....	5
b) General Manager’s Matters for Mention.....	5
c) Oath of Office by Councillor Peter Ryan	5
2. ACKNOWLEDGEMENT OF OFFICIAL VISITORS TO THE COUNCIL	5
3. APOLOGIES AND LEAVE OF ABSENCE OR ATTENDANCE BY AUDIO-VISUAL LINK BY COUNCILLORS.....	6
4. DECLARATIONS OF INTERESTS	7
5. CONFIRMATION OF MINUTES.....	8
6. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS	9
7. CONDOLENCES	10
8. MAYORAL MINUTES.....	11
9. EXCEPTION REPORTS - ADOPTION OF ITEMS NOT IDENTIFIED FOR DISCUSSION AND DECISION.....	12
10. REPORTS FOR DETERMINATION	13
10.1. PLANNING DECISIONS.....	13
10.2. GENERAL MANAGER.....	14
10.3. CITY PLANNING	15
10.3.1. CP - Submission to Richmond Bridge Stage 2 Review of Environmental Factors – (124414).....	15
10.4. CORPORATE SERVICES.....	16
10.4.1. CS - Audit, Risk and Improvement Committee Draft Four Year Strategic Work Plan from 2024/2025 to 2027/2028 - (158054, 121470, 95496, 79351)	16
10.4.2. CS - Investment Report - November 2024 - (95496, 96332)	17
10.4.3. CS - Disclosure of Pecuniary Interests and Other Matters Returns - (95496)	18
10.5. INFRASTRUCTURE SERVICES.....	19
11. RECEIPT OF MINUTES OF OTHER COMMITTEES	20
11.1.1 ROC - Audit, Risk and Improvement Committee - 6 December 2024 - (158054, 95196)	20
12. NOTICES OF MOTION.....	21

ORDINARY MEETING

Table of Contents

Meeting Date: 4 February 2025

12.1.1. NM1 – Community Justice Centres 21

13. QUESTIONS WITH NOTICE 22

14. RESPONSES TO QUESTIONS WITH NOTICE FROM PREVIOUS MEETING..... 23

14.1.1. Responses to Councillor Questions Taken on Notice at the Council Meeting 10 December 2024 23

14.1.2. Response to Councillor Questions Taken on Notice at the Council Meeting 16 December 2024 24

15. CONFIDENTIAL REPORTS 25

15.1. GENERAL MANAGER..... 27

15.2. CITY PLANNING 28

 15.2.1. Community Representation on Council's Heritage Committee 28

 15.2.2. Community Representation on Council's Floodplain Management Committee 29

15.3. CORPORATE SERVICES 31

 15.3.1. Compulsory Lease of Part of 3 Bells Line of Road, North Richmond by Transport for New South Wales 31

15.4. INFRASTRUCTURE SERVICES..... 32

ORDINARY MEETING

1. WELCOME

Meeting Date: 4 February 2025

1. WELCOME

Minutes of the Ordinary Meeting held at the Council Chambers, Windsor, on 4 February 2025, commencing at 6:42pm.

a) Acknowledgement of Indigenous Heritage

The Mayor, Councillor Les Sheather acknowledged the Indigenous Heritage.

b) General Manager's Matters for Mention

The General Manager addressed the Council meeting, mentioning:

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

c) Oath of Office by Councillor Peter Ryan

The General Manager, Elizabeth Richardson advised that the Local Government Act 1993 requires all Councillors to make an affirmation of office or to take an oath of office after that Councillor is elected.

In accordance with Section 233A of the Local Government Act 1993, Councillor Peter Ryan took an Oath of Office.

2. ACKNOWLEDGEMENT OF OFFICIAL VISITORS TO THE COUNCIL

There were no official visitors to Council.

ORDINARY MEETING

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

Meeting Date: 4 February 2025

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 Mike Creed, Shane Djuric, Eddie Dogramaci, Amanda Kotlash, Mary Lyons-Buckett, Jill Reardon, Peter Ryan, Paul Veigel, Danielle Wheeler and Nathan Zamprogno.

ALSO PRESENT: General Manager – Elizabeth Richardson, Director Corporate Services – Laurie Mifsud, Director City Planning – Meagan Ang, Director Infrastructure Services – Will Barton, Manager Governance and Risk - Patricia Krzeminski, Manager Communications and Events – Suzanne Stuart, Strategic Planning Manager – Andrew Kearns and Administrative Support Coordinator – Vandana Saini.

ORDINARY MEETING

4. DECLARATIONS OF INTERESTS

Meeting Date: 4 February 2025

4. DECLARATIONS OF INTERESTS

Councillor Ryan declared interest in Item 15.2.2.

ORDINARY MEETING

5. CONFIRMATION OF MINUTES

Meeting Date: 4 February 2025

5. CONFIRMATION OF MINUTES

1. RESOLUTION

RESOLVED on the motion of Councillor McMahon, seconded by Councillor Veigel that the minutes of the Ordinary Meeting held on 10 December 2024, be confirmed, subject to the following amendment to Resolution 238 on page 15:

“A Rescission Motion was lodged after the meeting in relation to this matter.”

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

Against the Motion: Nil.

Absent: Nil.

2. RESOLUTION

RESOLVED on the motion of Councillor Lyons-Buckett, seconded by Councillor Creed that the minutes of the Ordinary Meeting held on 16 December 2024, be confirmed.

For the Motion: Councillors Sheather, Creed, Dogramaci, Kotlash, McMahon, Reardon and Veigel.

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

Absent: Nil.

ORDINARY MEETING

6. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS

Meeting Date: 4 February 2025

6. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS

The following item was subject to public address:

- Item 10.3.1.- CP - Submission to Richmond Bridge Stage 2 Review of Environmental Factors – (124414)

ORDINARY MEETING

7. CONDOLENCES

Meeting Date: 4 February 2025

7. CONDOLENCES

Nil Reports.

ORDINARY MEETING

8. MAYORAL MINUTES

Meeting Date: 4 February 2025

8. MAYORAL MINUTES

Nil reports.

ORDINARY MEETING

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

Meeting Date: 4 February 2025

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

MOTION

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

Refer to RESOLUTION

3 RESOLUTION

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

That the following items are dealt with by exception:

- Item 10.4.1
- Item 10.4.2
- Item 10.4.3
- Item 11.1.1

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

Against the Motion: Councillor Dogramaci (Abstained).

Absent: Nil.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 4 February 2025

10. REPORTS FOR DETERMINATION

10.1. PLANNING DECISIONS

Nil reports.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 4 February 2025

10.2. GENERAL MANAGER

Nil reports.

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 4 February 2025

10.3. CITY PLANNING

10.3.1. CP - Submission to Richmond Bridge Stage 2 Review of Environmental Factors – (124414)

Previous Item: Item 124, Ordinary (29 June 2021)
Item 155, Ordinary (10 August 2021)
Item 172, Ordinary (14 September 2021)

Directorate: City Planning

Mr Darin McLean and Mr Rod Alderton addressed the Council, speaking against the recommendation contained in the business paper.

MOTION

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

Refer to RESOLUTION

4 RESOLUTION

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

That:

1. The matter be deferred to the next Council Meeting of 18 February 2025 to amend the submission to include the issues raised by the community and other matters raised by Councillors.
2. Council write to Transport for NSW to organise a community information session in Richmond or Hobartville.

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

Against the Motion: Councillor Dogramaci (Abstained).

Absent: Nil.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 4 February 2025

10.4. CORPORATE SERVICES

10.4.1. CS - Audit, Risk and Improvement Committee Draft Four Year Strategic Work Plan from 2024/2025 to 2027/2028 - (158054, 121470, 95496, 79351)

Directorate: Corporate Services

MOTION

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

Refer to RESOLUTION

5 RESOLUTION

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

That Council adopt the Audit, Risk and Improvement Committee Four Year Strategic Work Plan 2024/2025 to 2027/2028 included as Attachment 1 to this report.

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

Against the Motion: Councillor Dogramaci (Abstained).

Absent: Nil.

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 4 February 2025

10.4.2. CS - Investment Report - November 2024 - (95496, 96332)

Previous Item: 4.4.6, Ordinary (14 May 2024)

Directorate: Corporate Services

MOTION

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

Refer to RESOLUTION

6 RESOLUTION

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

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

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

Against the Motion: Councillor Dogramaci (Abstained).

Absent: Nil.

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 4 February 2025

10.4.3. CS - Disclosure of Pecuniary Interests and Other Matters Returns - (95496)

Directorate: Corporate Services

MOTION

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

Refer to RESOLUTION

7 RESOLUTION

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

That Council note that the Disclosure of Interests in Written Returns outlined in the report and lodged with the General Manager, have been tabled.

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

Against the Motion: Councillor Dogramaci (Abstained).

Absent: Nil.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 4 February 2025

10.5. INFRASTRUCTURE SERVICES

Nil reports.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 4 February 2025

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

11.1.1 **ROC - Audit, Risk and Improvement Committee - 6 December 2024 - (158054, 95196)**

Directorate: Corporate Services

MOTION

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

Refer to RESOLUTION

8 RESOLUTION

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

That Council receive and note the Minutes of the Audit, Risk and Improvement Committee Meeting held on 6 December 2024.

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

Against the Motion: Councillor Dogramaci (Abstained).

Absent: Nil.

ORDINARY MEETING
12. NOTICES OF MOTION
Meeting Date: 4 February 2025

12. NOTICES OF MOTION

12.1.1 NM1 – Community Justice Centres

MOTION

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

Refer to RESOLUTION

9 RESOLUTION

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

That Council:

1. Note with concern the State Government's decision to close all Community Justice Centres (CJCs) from 30 June 2025, without consultation with communities or local Councils.
2. Note that the loss of valuable mediation and dispute resolution services will financially impact Councils, force disputes into the court system thereby delaying all court proceedings and remove access to free legal support for people who cannot afford private legal advice.
3. Write to the Department of Communities and Justice requesting the Department provide Council with data on the use of CJC's, for the past five years, within the Hawkesbury Local Government Area, to include data on the number of community/neighbour disputes received, the number of community/neighbour disputes resolved informally, the number of community/neighbour disputes referred to and resolved by way of mediation and the number of community/neighbour disputes that resulted in litigation.
4. Contact the NSW Attorney General, The Honourable Michael Daley MP, highlighting Council's concerns with the loss of the service, the adverse impacts of closures on the community and Council, especially in light of the increased stressors experienced in the Hawkesbury following repeated natural disasters, and requesting that any closures be reconsidered.
5. Provide the local member, The Honourable Robyn Preston MP, the Greens Justice Spokesperson, Sue Higginson MLC, and other members of the NSW cross bench with a copy of the letter to the Attorney General, inform them of this Council resolution, and ask them to oppose these closures.
6. Contact the President of Local Government NSW, Ms Phyllis Miller OAM, informing her of this resolution and Council's support for Community Justice Centres.

For the Motion: Councillors Sheather, Creed, Djuric, Dogramaci, Lyons-Buckett, Reardon, Ryan, Veigel, Wheeler and Zamprogno.

Against the Motion: Councillors Kotlash and McMahon (Abstained).

Absent: Nil.

ORDINARY MEETING

13. QUESTIONS WITH NOTICE

Meeting Date: 4 February 2025

13. QUESTIONS WITH NOTICE

Nil reports.

ORDINARY MEETING

14. RESPONSES TO QUESTIONS WITH NOTICE FROM PREVIOUS MEETING

Meeting Date: 4 February 2025

14. RESPONSES TO QUESTIONS WITH NOTICE FROM PREVIOUS MEETING

**14.1.1. Responses to Councillor Questions Taken on Notice at the Council Meeting
10 December 2024**

Comments and further questions were provided in regard to the Responses to Councillor Questions Taken on Notice at the Council Meeting on 10 December 2024. Answers to supplementary questions will be provided at the next Council Meeting.

ORDINARY MEETING

14. RESPONSES TO QUESTIONS WITH NOTICE FROM PREVIOUS MEETING

Meeting Date: 4 February 2025

**14.1.2. Response to Councillor Questions Taken on Notice at the Council Meeting
16 December 2024**

Comments and further questions were provided in regard to the Response to Councillor Questions Taken on Notice at the Council Meeting on 16 December 2024. Answers to supplementary questions will be provided at the next Council Meeting.

ORDINARY MEETING

15. CONFIDENTIAL REPORTS

Meeting Date: 4 February 2025

15. CONFIDENTIAL REPORTS

10 RESOLUTION

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

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 items:

15.2.1. CP - Community Representation on Council's Heritage Committee – (80242)

Directorate: City Planning

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 Section 10A(2)(a) of the Act as it relates to personnel matters concerning particular individuals (other than Councillors).

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

15.2.2. CP - Community Representation on Council's Floodplain Management Committee – (161821)

Directorate: City Planning

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 Section 10A(2)(a) of the Act as it relates to personnel matters concerning particular individuals (other than Councillors).

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

ORDINARY MEETING
15. CONFIDENTIAL REPORTS
Meeting Date: 4 February 2025

15.3.1. CS - Compulsory Lease of Part of 3 Bells Line of Road, North Richmond by Transport for New South Wales – (159585)

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 1993, the reports, correspondence and other relevant documentation relating to this matter are to be withheld from the press and public.

11 RESOLUTION:

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

ORDINARY MEETING
15. CONFIDENTIAL REPORTS
Meeting Date: 4 February 2025

15.1. GENERAL MANAGER

Nil reports.

ORDINARY MEETING

15. CONFIDENTIAL REPORTS

Meeting Date: 4 February 2025

15.2. CITY PLANNING

15.2.1. CP - Community Representation on Council's Heritage Committee – (80242)

Directorate: City Planning (Andrew)

MOTION

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

Refer to RESOLUTION

11 RESOLUTION

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

That Council appoint the following members as community representatives on Council's Heritage Committee for the 2024 to 2028 Council term:

- Michelle Nichols
- Graham Edds
- Jan Barkley-Jack
- Carol Roberts
- Michael Edwards
- Deborah Hallam
- Venecia Wilson
- Cheryl Ballantyne
- Erin Wilkins
- Carl Robinson
- Richard Holdforth.

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

Against the Motion: Nil.

Absent: Nil

ORDINARY MEETING

15. CONFIDENTIAL REPORTS

Meeting Date: 4 February 2025

15.2.2. CP - Community Representation on Council's Floodplain Management Committee – (161821)

Directorate: City Planning

Councillor Ryan declared a less than significant non-pecuniary interest in this Item, being that he is the Vice President of the Pitt Town Progress Association Inc, and one of the applicants of the Floodplain Management Committee is the President of the same organisation. He remained in the Chamber and participated in the discussion and voting on this matter.

MOTION

A MOTION was moved by Councillor Creed, seconded by Councillor McMahon.

That Council appoint the following members as community representatives on Council's Floodplain Management Committee for the 2024 to 2028 Council term:

- Kevin Conolly
- Wayne Mitchell
- Yara Hanlon-Smith
- Murray West
- Laurie Rose
- Christopher Bell
- Maurie Smith

AMENDMENT

An AMENDMENT was moved by Councillor Ryan, seconded by Councillor Dogramaci:

That Council appoint the following members as community representatives on Council's Floodplain Management Committee for the 2024 to 2028 Council term:

- Wayne Mitchell
- Yara Hanlon-Smith
- Laurie Rose
- Christopher Bell
- Maurie Smith
- Michael Thom
- Murray West

For the Amendment: Councillors Dogramaci, Djuric, Ryan, Lyons-Buckett and Wheeler.

Against the Amendment: Councillors Sheather, Creed, Kotlash (Abstained), McMahon, Reardon, Veigel and Zamprogno.

Absent: Nil.

The Amendment was LOST.

ORDINARY MEETING

15. CONFIDENTIAL REPORTS

Meeting Date: 4 February 2025

12 RESOLUTION

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

Refer to RESOLUTION

That Council appoint the following members as community representatives on Council's Floodplain Management Committee for the 2024 to 2028 Council term:

- Kevin Conolly
- Wayne Mitchell
- Yara Hanlon-Smith
- Murray West
- Laurie Rose
- Christopher Bell
- Maurie Smith.

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

Against the Motion: Councillors Dogramaci, Kotlash (Abstained), Ryan, Lyons-Buckett and Wheeler.

Absent: Nil.

ORDINARY MEETING

15. CONFIDENTIAL REPORTS

Meeting Date: 4 February 2025

15.3. CORPORATE SERVICES

15.3.1. CS - Compulsory Lease of Part of 3 Bells Line of Road, North Richmond by Transport for New South Wales – (159585)

Directorate Corporate Services

MOTION

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

Refer to RESOLUTION

13 RESOLUTION

That:

1. Council agree to enter into a lease agreement with Transport for New South Wales for part of 3 Bells Line of Road, North Richmond (known as proposed Lot 47 in DP 787272), in accordance with the proposal outlined in the report.
2. Council raise no objections to the Transport for New South Wales compulsory leasing an area, in the order of 2,540m² within 3 Bells Line of Road, North Richmond (known as Lot 47 in DP 787272) under the terms outlined in the report.
3. Council consent to the lease of the land by the Transport for New South Wales referred to in Part 2 by compulsory lease acquisition process, including the agreeing that in accordance with Sections 29 and 30 of the Land Acquisition (Just Terms) Compensation Act 1991, that the Pre-Acquisition Procedures will not apply as an agreement has been reached.
4. Authority be given for any documentation in association with the report to be executed under the Seal of Council.
5. Details of Council's resolution be conveyed to the Transport for New South Wales 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.

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

Against the Motion: Nil.

Absent: Nil

ORDINARY MEETING
15. CONFIDENTIAL REPORTS
Meeting Date: 4 February 2025

15.4. INFRASTRUCTURE SERVICES

Nil reports.

Meeting terminated at 9:47pm.

Submitted to and confirmed at the Ordinary meeting on 18 February 2025.

.....
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.

ORDINARY MEETING

5. CONFIRMATION OF MINUTES

Meeting Date: 18 February 2025

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ORDINARY MEETING

6. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS

Meeting Date: 18 February 2025

6. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS

ORDINARY MEETING

6. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS

Meeting Date: 18 February 2025

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ORDINARY MEETING

7. CONDOLENCES

Meeting Date: 18 February 2025

7. CONDOLENCES

There were no Condolences at the time of preparing this Business Paper.

ORDINARY MEETING

7. CONDOLENCES

Meeting Date: 18 February 2025

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ORDINARY MEETING

8. MAYORAL MINUTES

Meeting Date: 18 February 2025

8. 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
8. MAYORAL MINUTES
Meeting Date: 18 February 2025

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ORDINARY MEETING

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

Meeting Date: 18 February 2025

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

ORDINARY MEETING

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

Meeting Date: 18 February 2025

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ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

10. REPORTS FOR DETERMINATION

10.1. PLANNING DECISIONS

Nil reports.

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

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ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

10.2. GENERAL MANAGER

10.2.1. GM - Six Monthly Progress Report - 2024/2025 Operational Plan - (79351,159586)

Previous Item: 10.2.1, Ordinary (26 November 2024)

Directorate: General Manager

PURPOSE OF THE REPORT

The purpose of this report is to inform Council of progress in implementing the 2024/2025 Operational Plan for the six month period from 1 July 2024 to 31 December 2024, under the Integrated Planning and Reporting Framework (IP&R).

EXECUTIVE SUMMARY

Councils in NSW are required to undertake their planning and reporting activities in accordance with the Integrated Planning and Reporting Framework (IP&R), under Section 406 of the Local Government Act 1993 and the Local Government (General) Regulation 2021. The progress report provides Council's six monthly update in completing actions within the 2024/2025 Operational Plan, delivered under the principal activities of the 2022-2026 Delivery Program.

RECOMMENDATION

That Council receive and note the six monthly progress report for period from 1 July 2024 to 31 December 2024, on the 2024/2025 Operational Plan.

BACKGROUND

The Operational Plan is a key plan for the Hawkesbury, leading Council's delivery of annual actions under the 2022-2026 Delivery Program principal activities. The delivery of these actions forms Council's contribution in moving the Hawkesbury towards the vision and outcomes detailed in the Community Strategic Plan - The Hawkesbury 2042 (CSP).

This report has been prepared in accordance with the Office of Local Government's IP&R Framework. It provides Council's six monthly update on the progress and performance during the period from 1 July 2024 to 31 December 2024 in delivering actions outlined in the 2024/2025 Operational Plan.

The progress report provides status updates and detailed comments for all 131 actions contained within the Operational Plan 2024/2025, framed under the four Community Outcomes set out in the CSP:-

- Great Place to Live
- Protected Environment and Valued History
- Strong Economy
- Reliable Council

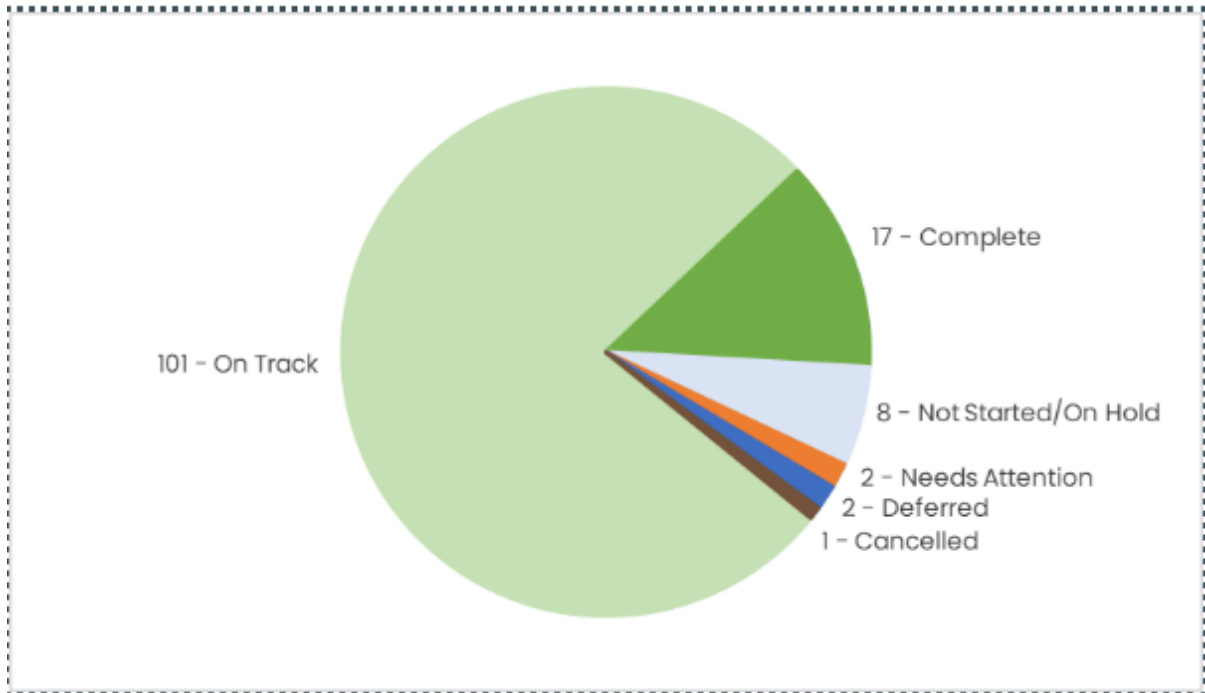
ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

Relevant Legislation

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

DISCUSSION

The Progress Report, attached as Attachment 1 to this report, provides details of Council's progress in achieving the 131 actions listed in the 2024/2025 Operational Plan for the period from 1 July 2024 to 31 December 2024. The below chart shows a high-level status report of all actions listed in the plan:



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.

4.2 Encourage an informed community.

4.5 Encourage a shared responsibility for effective compliance.

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

FINANCIAL IMPACT

There are no financial implications applicable to this report.

RISK MANAGEMENT CONSIDERATIONS

Council's action and service delivery involve risk considerations across political, WHS, and reputational factors. The Operational Plan is a commitment to resourcing specific actions and service delivery through the annual budget and the delivery of these items is a key priority for Council.

ATTACHMENTS

AT - 1 Six Monthly Progress Report - 2024/2025 Operational Plan (*Distributed under separate cover*).

oooO END OF REPORT Oooo

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

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ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

10.2.2. GM - 2025 National Assembly of Local Government - Conference Motions - (79351)

Directorate: General Manager

PURPOSE OF THE REPORT

The purpose of this report is to consider the submission of motions to the 2025 National General Assembly of Local Government to be held in Canberra from 24 to 27 June 2025.

EXECUTIVE SUMMARY

The Australian Local Government Association (ALGA) is the peak organisation for Local Government. Each State Local Government Association and the Local Government Association of the Northern Territory are members of the ALGA. Hawkesbury City Council is a member of the NSW peak body, Local Government NSW.

The National General Assembly is an Annual Conference convened by the ALGA. Information concerning the criteria for the submission of Conference motions has been distributed by the ALGA, however at the time of preparation of this report the costings and registration information for the Assembly have not been released.

A further report will be provided to Council once the additional information is available, for consideration of the attendance of nominated Councillors at the Assembly.

RECOMMENDATION

That:

1. Councillors provide any proposed motions for the 2025 National General Assembly of Local Government to the General Manager by Friday, 28 February 2025.
2. A further report be provided to the Council Meeting of Tuesday, 11 March 2025 to consider motions for submission to the 2025 National General Assembly.

BACKGROUND

Convened annually by the Australian Local Government Association, the National General Assembly (NGA) of Local Government is the peak annual event for Local Government.

The Assembly provides the opportunity for Councils to come together, share ideas, debate motions and unite and further build the relationship between Local Government and the Australian Government.

The Australian Local Government Association has called for motions to be considered at the National General Assembly of Local Government and asked Councils to submit any motions electronically by Monday, 31 March 2025.

Motions should be concise, practical and implementable and meet the guidelines for motions set out in the Australian Local Government Association's 2025 National General Assembly for Local Government Discussion Paper. The Discussion Paper contains essential information for Councils considering submitting motions for debate to the 2025 National General Assembly of Local Government and also contains information about the process for submission and consideration of

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

proposed Conference motions and the criteria for motions. A copy of the Discussion Paper is included as Attachment 1 to this report.

The theme of the 2025 Assembly is "*National Priorities Need Local Solutions*". The Discussion Paper refers to how the Assembly theme will focus on "*opportunities for councils to work with the next Federal Government to deliver local solutions that will help them deliver on their vision for the nation*".

The Discussion Paper outlines that motions should consider:

- Any new practical programs or policy changes that can strengthen the system of local government nationally to provide the services and infrastructure required to support and strengthen our communities, and/or
- New program ideas that would help the local government sector to deliver place-based solutions to national priorities.

To be eligible for inclusion in the National General Assembly Business Papers, and subsequent debate on the floor of the Assembly, motions must meet the following criteria set out in the Discussion Paper:

1. Be relevant to the work of local government nationally.
2. Not be focused on a specific jurisdiction, location or region - unless the project or issue has national implications.
3. Be consistent with the themes of the NGA.
4. Complement or build on the policy objectives of the ALGA and your state or territory local government association.
5. Be submitted by a council which is a financial member of their state or territory local government association.
6. Propose a clear action and outcome i.e. call on the Australian Government to act on something.
7. Not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members, or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.
8. Address issues that will directly improve the capacity of local government to deliver services and infrastructure for the benefit of all Australian communities.
9. Not seek to advance an outcome that would result in a benefit to one group of councils to the detriment of another.
10. Be supported by sufficient evidence and demonstrate the relevance and significance of the matter to local government nationally.

To enable motions to be considered by Council and submitted to the Australian Local Government Association by the requested date, it is requested that any motions for consideration of Council be submitted to the General Manager by Friday, 28 February 2025, to be included for consideration by Council at the Council Meeting of Tuesday, 11 March 2025.

A separate report will be submitted to Council concerning the attendance of nominated Councillors at the Assembly.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

In 2024, Council submitted a motion to the National General Assembly of Local Government concerning the integration of community transport to ensure all people with support needs can readily access community transport at times when its needed.

There is an expectation that should Council submit a motion, a Council representative is present at the 2025 National General Assembly to move and speak to the motion if required.

DISCUSSION

Any proposed Assembly Motions would need to be provided to the General Manager by Friday, 28 February 2025.

As set out in Attachment 1 to this report, proposed motions, when submitted to the National General Assembly, are required to contain sufficient background information to enable delegates, including those with no knowledge of the issue, to consider the issue.

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.
- 4.2 Encourage an informed community.
- 4.4 Build strong relationships and shared responsibilities.

FINANCIAL IMPACT

The matters raised in this report have no direct financial implications.

RISK MANAGEMENT CONSIDERATIONS

There are no risk management considerations associated with this report.

ATTACHMENTS

AT - 1 Australian Local Government Association - 2025 National General Assembly of Local Government - Discussion Paper - (*Distributed under separate cover*).

oooO END OF REPORT Oooo

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

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ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

10.3. CITY PLANNING

10.3.1. Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study and Floodplain Risk Management Study and Plan - (124414)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to present the Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study and Floodplain Risk Management Study to seek Council's endorsement to undertake public exhibition and community consultation.

EXECUTIVE SUMMARY

Council has undertaken a flood study and floodplain risk management study and plan for the Macdonald River, Colo River, Webbs Creek and Greens Creek Catchments, which is funded through the Department of Climate Change, Energy, the Environment and Water's Floodplain Management Program. With the completion of this investigation, and the finalisation of the Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study and Floodplain Risk Management Study and Plan, it is proposed to publicly exhibit the Draft Flood Study and Floodplain Risk Management Study and Plan for public feedback and comment. Council's endorsement is now sought to carry out public exhibition and community consultation.

RECOMMENDATION

That:

1. The Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study and Floodplain Risk Management Study and Plan, attached as Attachments 1 to 4 to this report, be placed on public exhibition for a period of eight weeks.
2. The outcome of public exhibition of the Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study and Floodplain Risk Management Study and Plan be reported to Council prior to adoption.

BACKGROUND

Flood Prone Land Policy and Flood Risk Management Manual 2023

The NSW Government's Flood Prone Land Policy aims to make communities more flood resilient. It accomplishes this by reducing the impacts of flooding on owners and occupiers of flood-prone property and reducing public and private losses. The Policy recognises that flood-prone land is a valuable resource. The Flood Risk Management Manual supports the Flood Prone Land Policy and guides councils on managing flood risk to their communities through the flood risk management framework. This includes helping councils develop and implement flood risk management plans for their communities.

The Manual was gazetted in June 2023 as the manual relating to the development of flood-liaible land for the purposes of Section 733 of the Local Government Act 1993. It replaced the Floodplain Development Manual (2005). A series of flood risk management guidelines support the Manual.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

One of these supporting guidelines 'Understanding and Managing Flood Risk (FB01)', as well as Guideline 7-5 of the Australian Disaster Resilience Handbook Collection recommends the use of Flood Planning Constraint Categories.

Flood Planning Constraints Categories

Flood behaviour and flood risk varies across a floodplain and between flood events of different sizes. These variations can be considered through the changes in flood function, flood hazard, flood risk, flood frequency and emergency response difficulty across the floodplain and between events. Understanding how these issues vary across the floodplain can assist in land use planning activities in terms of where to locate development within the floodplain, and the types of controls and limitations that may need to be placed on development to address these varying flood constraints.

Guideline 7-5 of the Australian Disaster Resilience Handbook Collection recommends using Flood Planning Constraint Categories to better inform land use planning activities. These Categories condense the wealth of flood information produced in a flood study and classify the floodplain into areas with similar degrees of constraint. These Constraint Categories can be used in high level assessments of land use planning to inform and support decisions for strategic planning.

The Flood Risk Management Manual and its supporting Guideline, Understanding and Managing Flood Risk (FB01) recommends the use of four Constraint Categories. The purposes of each Category are detailed below:

- FPCC1 and FPCC 2 capture land that is highly constrained and may, in some cases, be unsuitable for intensification of development. This may be due to the impacts development of these areas would have on flood behaviour and the flood risk and flood emergency response of the existing community or the degree of flood constraints that new development would need to address to management the flood risks to the development and its users.

The majority of new development types are likely to be excluded from FPCC1 due to their impacts upon flood behaviour and their vulnerability to the degree of flood hazard. The exception is those limited uses that are compatible with the flood function and flood hazard in the area. Consideration should be given to limiting growth in exposure of existing development not compatible with flood function or hazard.

- FPCC2 is the next least suitable area for new development due to the impacts of flooding on the land the consequences to the development and its users. Some FPCC2 areas are likely to be unsuitable for new development whilst other areas have some development potential but with significant constraints. Consideration should be given to limiting growth in exposure of existing development where the associated risks cannot be effectively managed.
- FPCC3 areas are more suitable for new development and expansion of existing development when flood related development conditions are met. Consideration may be given to restricting emergency response facilities and vulnerable land uses in some areas.
- FPCC4 identifies areas where only some types of new or expanded land uses, typically developments used in an emergency response, those with vulnerable development, are likely to have flood related development conditions

Flood-prone land package

The NSW Government's flood-prone land package commenced on 14 July 2021 and provides advice to councils on considering flooding in land-use planning. As part of the package, the 'Considering flooding in land use planning' Guideline provides advice on the selection and use of flood planning levels.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

The flood planning level is a combination of the flood level from the defined flood event and freeboard selected for flood risk management purposes. The defined flood event is the flood event selected as a general standard for the management of flooding to development.

The defined flood events form the basis for determining the level of exposure to flooding and associated risks to life and property damage. The NSW Government's Floodplain Risk Management Manual identifies the 1% AEP (1 in 100 AEP) flood event, or an equivalent historic flood, as an appropriate starting point for determining the defined flood event for development controls, including for residential development. The Manual allows the selection of a rarer defined flood event to address broad scale flood impacts in consideration of the social, economic, environmental and cultural consequences associated with floods of different probabilities.

Where councils propose alternative flood planning levels, they are required to demonstrate and document, in a flood study and/or floodplain risk management study, the merits of this approach, based on a risk management approach that is consistent with the flood risk management process, and the principles of the Manual.

Typically, a freeboard is applied to the flood planning level as a factor of safety expressed as the height above the flood level. The freeboard compensates for uncertainties in the estimation of flood level, such as wave action, localised hydraulic behaviours and impacts that are specific event related, such as levee and embankment settlement, and other effects such as climate change.

The freeboard for residential development due to flooding from waterways, such as rivers or creeks, is usually 0.5m. A lower freeboard or an alternative approach to freeboard may be used where the consequences to people and property of low probability flood events are assessed as minor through the flood risk management process.

The Guideline advises that Council may have different flood planning levels based on the land use type (for example, residential, industrial, commercial etc).

Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study, Draft Floodplain Risk Management Study and Plan

Council has undertaken a flood study and floodplain risk management study and plan for the Macdonald River, Colo River, Webbs Creek and Greens Creek Catchments, which is funded through the Department of Climate Change, Energy, the Environment and Water's Floodplain Management Program. With the completion of this investigation, and the finalisation of the Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study and Floodplain Risk Management Study and Plan, it is proposed to publicly exhibit the Draft Flood Study and Floodplain Risk Management Study and Plan for public feedback and comment.

A copy of the Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study, Draft Floodplain Risk Management Study and Plan, and accompanying maps are included at Attachments 1 to 4.

The Draft Flood Study has investigated the nature of flooding in the Macdonald River, Colo River, Webbs Creek and Greens Creek catchments, including flood frequency, extent, depth, velocity and hazards.

The Draft Floodplain Risk Management Study and Plan has investigated the consequences of flooding on the community and has quantified the impacts of flooding through the calculation of flood damages. It provides a discussion on the matters that will influence the management of flood risks, including flood emergency response classifications, flood planning constraint classifications and climate change impacts.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

The Draft Floodplain Risk Management Study and Plan investigated several measures to mitigate flood risks and impacts and provides a discussion in relation to the merits of each option. The measures recommended for inclusion in the Draft Floodplain Risk Management Plan are:

Property Modification Measures	Emergency Response Modification Measures
Land Use Planning and Building Controls	Data Handover to NSW SES
Voluntary Purchase/Voluntary House Raising Scoping Study	Update of Emergency Response Documentation
	Flood Warning System Scoping Study
	Emergency Response Plan
	Flood Warning Signs
	Flood Evacuation
	Campground Education Campaign
	Data Collection Following Flood Events
	Improve Flood Immunity of Crossings

Whilst the Draft Floodplain Risk Management Plan recommends property modification and emergency response modification measures, flood modification measures (structural measures) were not included, as following assessment they were found not to be viable. The flood modification measures investigated included:

Flood Modification Measure	Details
Levees	St Albans Levee. 1% AEP level would need to be up to 5m high. Due to the high cost and loss of amenity, a 1% AEP levee is not feasible for St Albans. A smaller levee providing protection up to the 5% AEP was found to have a very low benefit cost ratio of 0.13.
	Settlers Road Levee. Most floor levels are above the 1% AEP level. Some properties are flooded above floor in a PMF. Would require works on private property.
	Lower Macdonald Levee. Would require works on private land. Loss of amenity. Limited space for construction.
Bypass channels	No feasible location
Detention basins	No feasible location
Flood control dams	Significant environmental and economic impacts
Dredging	Unlikely to provide significant and long-term flooding benefits due to the high sand volume in the Colo and Macdonald Rivers. This option would require high ongoing costs. Environmental and biodiversity constraints. Potential geomorphological and bank stability constraints.
Vegetation management	Heavily vegetated reaches are typically national park.

Of note, the Draft Floodplain Risk Management Study and Plan also recommends:

- A flood planning level of the 0.5% AEP (1 in 200 AEP) plus 0.5m freeboard to ensure a robust level of protection into the future given the flood range (extent and depths of flooding) and climate risk.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

The steep confined valleys in the study area means that the additional area affected by an increase in the flood planning level is relatively small.

In this respect, this recommendation is consistent with the recommendations of Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 to adopt a flood planning level of the 0.5% AEP (1 in 200 AEP) plus 0.5m freeboard.

The use of Flood Planning Constraint Categories as best practice for the management of flood impacts on future and existing development. These categories condense flood information produced in a flood study and classify the floodplain into areas with similar degrees of constraint, including flood hazards, risks, frequency, and emergency response classifications.

“Whilst some limited areas in the study area have rising road access, due to loss of access in flood events, all land within the study area is considered isolated. The ability to evacuate the study area is further complicated by coincident flooding in the Hawkesbury-Nepean River.

As such, the Flood Planning Constraint Category mapping only includes Flood Planning Constraint Category 1 and Flood Planning Constraint Category 2, as Flood Planning Constraint Category 2 incorporates high and low flood islands and trapped perimeters.”

It should be noted that there are a series of recommendations and actions with indicative costings. The delivery of those recommendations and actions is subject to future funding being available, including through the Department of Climate Change, Energy, the Environment and Water's Floodplain Management Program, and other funding opportunities as they arise, particularly associated with resilience and disaster adaptation. Having a completed Floodplain Risk Management Study and Plan places Council and the community in a position to seek those funding opportunities when they arise.

DISCUSSION

Consultation is a vital part of succeeding in floodplain management. It provides opportunities for the community to be heard, and develops trust and confidence in the process, thereby increasing the community buy-in to the study outcomes. The proposed community engagement and public exhibition is key to understanding the community's thoughts about the different options before finalising the Draft Flood Study and Draft Floodplain Risk Management Study and Plan.

Council's previous Floodplain Management Sub-Committee/Committee provided input throughout the development of the Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study and Floodplain Risk Management Study and Plan Project, including recommendations relating to the:

- Approach for initial community consultation
- Identification of management options.

The outcomes from the flood modelling of the Macdonald River, Colo River, Webbs Creek and Greens Creek were presented to the Floodplain Management Sub-Committee Meeting on 21 February 2024. At that Meeting the Committee resolved that:-

“the consultants investigate the feasibility of extending the flood modelling further along the Macdonald River in Upper Macdonald in consultation with the Macdonald Valley Association.”

Following investigations the flood modelling had been able to be extended along Upper Macdonald Road an additional 9km (approximately) to that undertaken by the previous Macdonald River Flood Study 2004.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Early community consultation was undertaken to inform development of the Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study and Floodplain Risk Management Study and Plan between 31 July 2023 to 27 August 2023. At the request of the community, additional opportunity was extended to provide further comments between 7 March to 31 March 2024.

The purpose of that consultation was to gather local information and experiences about recent or historical floods, and seeking suggestions related to management of flooding in the Macdonald River, Colo River, Webbs Creeks and Greens Creek.

COMMUNITY ENGAGEMENT

With the completion of the Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study and Floodplain Risk Management Study and Plan, further community engagement/consultation is now required. It is proposed to exhibit the Draft Flood Study and Draft Floodplain Risk Management Study and Plan in the manner highlighted below:

The purpose of the exhibition is to:-

- Inform the community of the outcomes of the Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study and Floodplain Risk Management Study and Plan
- Gather community feedback on the Draft Flood Study and Draft Floodplain Risk Management Study and Plan, and particularly the proposed management options.

To achieve these goals, it is proposed to engage with the community in the following manner:

- Letters to all property owners/residents
- Council website – Your Hawkesbury-YourSay
- Councils Newsletter and E Newsletter
- Social Media
- Face to face engagement via pop-ups in varied locations.

Through the above, it is considered that notification of the exhibition will reach as many owners and residents within the Macdonald River, Colo River, Webbs Creek and Greens Creek catchments as possible.

An exhibition period of eight weeks is proposed, commencing at the end of March 2025.

Community engagement for the Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study and Floodplain Risk Management Study and Plan will be supported by the following documents:-

- Draft Flood Study Report and Maps
- Draft Floodplain Risk Management Study
- Draft Floodplain Risk Management Plan
- A summary of the outcomes of the Draft Flood Study and Draft Floodplain Risk Management Study and Plan

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

- Frequently Asked Questions, including matters relating to the Floodplain Risk Management process, and the Draft Flood Study and Draft Floodplain Risk Management Study and Plan outcomes and implementation.

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.

Protected Environment and Valued History

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

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.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications in order to bring this body of work to finalisation. The expenditure applicable is provided for in the Adopted 2024/2025 Operational Plan and is partly funded through the Department of Climate Change, Energy, the Environment and Water's Floodplain Management Program.

The matters raised in this report also have indirect financial implications. Expenditure in the form of resources will be incurred in association with these matters and will be subject to future budget considerations. As highlighted above, there are a series of recommendations and actions in the Floodplain Risk Management Study and Plan with indicative costings. The delivery of those recommendations and actions is subject to future funding being available, including through the Department of Climate Change, Energy, the Environment and Water's Floodplain Management Program, and other funding opportunities as they arise, particularly associated with resilience and disaster adaptation. Having a completed Floodplain Risk Management Study and Plan places Council and the community in a position to seek those funding opportunities when they arise.

RISK MANAGEMENT CONSIDERATIONS

The Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study and Floodplain Risk Management Study and Plan provides a detailed assessment of the risks, and proposed measures to mitigate those identified risks relating to floodplain management.

ATTACHMENTS

AT - 1 Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study – Report. - *(Distributed under separate cover).*

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

AT - 2 Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Floodplain Risk Management Study – Report. - (*Distributed under separate cover*).

AT - 3 Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Floodplain Risk Management Plan – Report. - (*Distributed under separate cover*).

AT - 4 The Draft Macdonald River, Colo River, Webbs Creek and Greens Creek Flood Study and Floodplain Risk Management Study and Plan – Maps. - (*Distributed under separate cover*).

oooO END OF REPORT Oooo

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

10.3.2. Draft Plan of Management- Church Street Reserve/ Oasis Aquatic and Fitness Centre and Windsor Pre School - (124414)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to present the Draft Plan of Management for Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre School, in order to obtain endorsement to refer the Draft Plan to the Minister for Crown Lands for review and endorsement prior to public exhibition.

EXECUTIVE SUMMARY

The Draft Masterplan and Plan of Management for Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre School, has been developed in response to the Crown Land Management Act 2016 which requires Council Crown Land Managers to develop plans of management for all Crown reserves under their management. The Plan of Management provides a framework for managing the land and sets out how the land is intended to be used, managed, maintained, and enhanced in the future. A Site Specific Plan of Management has been developed for Church Street Reserve due to the complex nature of its use, and proposed improvement works.

This report outlines the key considerations for preparation of the Draft Plan of Management for Church Street Reserve/ Oasis Aquatic and Fitness Centre and Windsor Pre School, and seeks Council's endorsement to submit the draft Plan to the Minister for Crown Lands for review and endorsement ahead of publicly exhibiting the draft Plan, and reporting the matter back to Council for adoption.

RECOMMENDATION

That Council:

1. Submit the Draft Plan of Management to the Minister for Crown Lands for review and endorsement ahead of placing the Draft Plan on public exhibition.
2. Endorse the Draft Masterplan and Plan of Management for Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre School for the purpose of public exhibition.
3. Report the matter back to Council following public exhibition.

BACKGROUND

The Draft Plan of Management for the Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre School is accompanied by a Masterplan which illustrates proposed physical changes to Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School.

Council secured funding from the NSW State Government in 2023 for ten community asset projects through the Western Sydney Infrastructure Grant (WSIG) funding program, including the Oasis Aquatic and Fitness Centre, which is part of the Church Street Reserve site.

Built in the 1990s, the Oasis Aquatic and Fitness Centre provides indoor and outdoor pools, a gym, group fitness spaces and a community room. It is well used by the Hawkesbury and wider community for sport, fitness and leisure.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

However, its use is restricted due to a lack of a shallow-depth program pool and other key amenities. Proposed improvements to the Oasis Aquatic and Fitness Centre will expand upon the current Centre within the existing boundary to include better amenities for patrons.

The NSW Government is contributing funds towards the project through the Western Sydney Infrastructure Grant Program, with Council contributing the remaining funds. Additionally, Council received a grant of \$250,000 from the Federal Governments Investing in Our Communities Program in 2024 to upgrade the picnic area with renewed shelters and picnic settings, and to add to the play space with shade sails, a drinking fountain, and a Mouse Wheel play item.

The preparation of a stand-alone Plan of Management for Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School reflects:

- The proposed significant upgrade to the Oasis Aquatic and Fitness Centre
- Both Church Street Reserve and Windsor Pre-School are Crown land, adjoin each other, and share parts of land parcels.

Upon adoption this Plan of Management will supersede the Generic Plans of Management: Parks and the Generic Plans of Management: General Community Use adopted by Hawkesbury City Council in 2011 as they apply to Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School.

Subject Site

This Draft Plan of Management applies to Church Street Reserve (Crown reserve R.86880) and Windsor Pre-School (Crown reserve R.89601) at 101 Church Street in South Windsor, as shown in Figure 1.

Church Street Reserve includes the Oasis Aquatic and Fitness Centre. As such, Church Street Reserve is locally and informally known as Oasis Park and Pool Park. This Plan of Management also applies to the road reserve (asset number 0013621).

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

Location Plan



Figure 1 Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School

Relevant Legislation

Crown Land Management Act 2016, Aboriginal Land Rights Act 1983, Local Government Act 1993, and Environmental Planning and Assessment Act 1979.

DISCUSSION

The objectives of the Draft Plan of Management are to:-

- Provide a framework for the ongoing improvement, use, maintenance and management of Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School over the next ten years
- Comply with relevant legislation, particularly the Crown Land Management Act 2016, Native Title Act 1993, and the Local Government Act 1993
- Be consistent with Hawkesbury City Council's relevant strategies, plans and policies
- Reflect the values and expectations of the community, user groups, local residents, facility staff, and all other users who will use and enjoy Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School
- Protect, enhance and balance the recreational, community and open space values

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

- Guide future uses and developments of Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School
- Authorise future uses and developments and use agreements (leases, licences and other estates) on the land
- Categorise Crown land within Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School to reflect current and proposed uses
- Include clear and achievable management strategies, actions and performance targets which reflects Council's corporate planning goals and plans identify priorities for the allocation of resources to inform future capital works and maintenance programs consistent with identified community and user needs.

Based in the established values for this site, it was important to generate management principles for which recommendations for use and development of Church Street Reserve and Windsor Pre-School will be made. As Crown land manager, Hawkesbury City Council intends to manage Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School to:-

- Preserve the aspects of the reserves that are particularly valued.
- Limit additional developments that do not relate to the reserves' roles.
- Ensure continued public access where appropriate.
- Continue to provide high quality and well-maintained spaces and facilities.
- Maintain the current balance of sporting facilities to informal recreation areas.
- Provide opportunities for informal recreation, community uses, cultural activities, and social interaction
- Allow limited approved public cultural events which are ancillary to and supportive of the public recreational use of the precinct, and that have acceptable impacts on public recreational, residential and open space amenity.
- Minimise intensification of uses that have impacts on users and the local community.
- Ensure future uses are compatible with existing activities and the carrying capacity of facilities and settings.
- Ensure safety of visitors to the reserves.

The reserves will continue to be permitted to be used primarily for informal recreation, competitive and informal aquatic, fitness, social, community, educational and childcare activities, and events.

The vision for Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School is reflected in the Masterplan and the Action Plan contained in the Draft Plan of Management.

Council's objectives for Church Street Reserve/Oasis Aquatic and Fitness Centre derived from the objectives for recreation and open space set out in the Hawkesbury Recreation and Open Space Strategy are to:-

- Offer recreation opportunities for play and youth that reflect all ages and interests

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

- Optimise access to the public open space for all residents
- Enable simple wayfinding and provide accessible information and interpretation
- Enhance natural values, habitat connectivity and viability
- Protect major open space assets by location or adaptation to minimise flood damage
- Adapt parks to meet the potential impacts of climate change (flood, storm, high temperatures)
- Employ water sensitive design principles to stormwater and in all open spaces
- Establish and maintain the open space character of the South Windsor locality
- Draw on the history and natural environment in creating a local identity for the park
- Enhance basic amenity
- Administer sports to optimise recreation opportunity, involvement of the community, and provide equity of opportunity
- Develop and maintain the park to meet the principles of Crime Prevention Through Environmental Design
- Integrate community participation in the design, management and delivery of the open space and community hub.

These objectives have been used to guide policy development and formulation of the Action Plan.

Masterplan

The Masterplan for Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School in Figure 2 has been developed by incorporating ideas and feedback from the community and aquatic centre and park users. The Masterplan provides an illustration of the future direction for the reserves to provide greater recreational and social opportunities, enhance existing uses, and improve the general amenity, functionality and capacity of Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School.

The Masterplan broadly shows the location of the spatial works and actions in the following Action Plan that are proposed to be implemented.

The Masterplan envisions a quality aquatic and fitness centre that meets contemporary standards. Proposed extensions and improvements to the Oasis Aquatic and Fitness Centre will expand upon the current Centre within the existing boundary to include better amenities for patrons, including:-

- New shallow-depth 15 metre x 10 metre multi-purpose program swimming pool for learn to swim and seniors programs, including accessibility ramp and hydrotherapy, accessible toilet and shower, on the southern side of the existing centre
- New multi-purpose training/media/audio-visual/meeting room
- New covered outdoor activities area adjacent to the existing gym and the program pool, with access from the gym and the pool deck

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

- New external covered and fenced softball play area with opening wall access from the existing creche
- Extension to the aerobics gym
- Additional amenities (toilets and showers including accessible bathrooms)
- Extension to the change room for school age programs to be accessible from the outdoor 50 metre pool
- New covered deck to connect the changerooms to the outdoor café area
- Improved shading to the outdoor café seating area
- New children's splash park
- Additional seating
- Storage
- Touchpads at the end of the outdoor 50 metre pool
- Additional carparking (30 spaces) accessed via Drummond Street to cater for large events and peak periods
- Access ramps.

The Masterplan does not represent a formal commitment from Council to fund improvements shown on the Masterplan, as funding is not available to deliver the entire plan in the short or medium term.

Potential improvements have been included on the Masterplan so future recreation opportunities are not precluded if funding becomes available. This holistic, long-term approach ensures that Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School will be developed in a cohesive manner to maximise capacity and improve functionality.

It is expected that the Masterplan may change in minor ways depending on funding, Council priorities, etc.

High priority actions are:-

- Extension of the Oasis Aquatic and Fitness Centre
- Upgrades to the park play space.

Key long-term actions are:-

- Pathway connections
- Tree planting
- Shading car park areas.

Ongoing actions:-

- Manage and monitor use of the aquatic and fitness centre and the parkland

- Carry out maintenance and capital works as required.

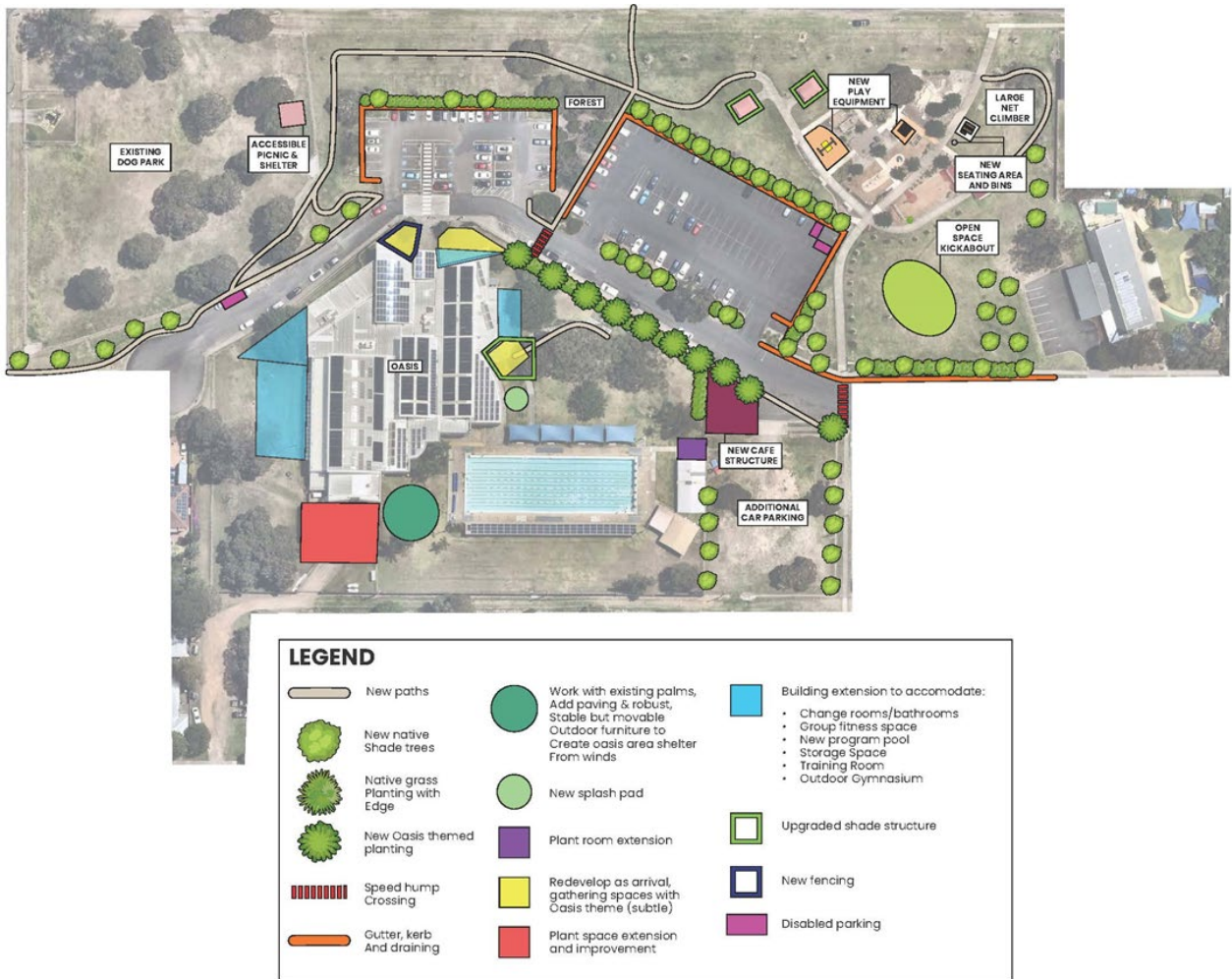


Figure 2 Church Street Reserve/Oasis Aquatic and Fitness Centre Masterplan

COMMUNITY ENGAGEMENT

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

Preparation of the Draft Plan of Management for Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School has been informed by community and stakeholder engagement.

Further opportunities for engagement with the community will be undertaken through public exhibition of the Draft Plan of Management, at which time members of the community are invited to provide further comment and submissions.

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.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Great Place to Live

1.2 Encourage and enable our community to participate in a healthy lifestyle.

1.5 Provide the right places and spaces to serve our community.

1.6 Build on a sense of community and wellbeing.

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

The matters raised in this report have indirect financial implications. The Masterplan does not represent a formal commitment from Council to fund improvements shown on the Masterplan.

Potential improvements have been included on the Masterplan so future recreation opportunities are not precluded if funding becomes available. This holistic, long-term approach ensures that Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre-School will be developed in a cohesive manner to maximise capacity and improve functionality.

RISK MANAGEMENT CONSIDERATIONS

Financial Risk

The NSW Government is contributing funds towards the project through the Western Sydney Infrastructure Grant Program and Hawkesbury City Council is contributing remaining funds. Council also received a grant of \$250,000 from the Federal Government's 'Investing in Our Communities Program' in 2024 for upgrades. Delay in adopting this Plan for Management may result in loss of grant funding. Delays may also increase the operational costs of the upgrades making it unfeasible to deliver the works programmed within the initial budget.

Reputational Risk

There is an expectation for Council to deliver the projects that have been presented to the community through the Western Sydney Infrastructure Grants Program, but there are significant financial considerations in terms of overall budget for the project. Delays in adopting the draft Plan for Management could potentially lead to reputational risk for the Council.

ATTACHMENTS

AT - 1 Draft Plan of Management - Church Street Reserve/Oasis Aquatic and Fitness Centre and Windsor Pre School - (*Distributed under separate cover*).

oooO END OF REPORT Oooo

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

10.3.3. Submission to Richmond Bridge Stage 2 Review of Environmental Factors - (124414)

Previous Item: Item 124, Ordinary (29 June 2021)
Item 155, Ordinary (10 August 2021)
Item 172, Ordinary (14 September 2021)
Item 10.3.1, Ordinary (4 February 2025)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is for Council to consider and endorse the draft submission to Richmond Bridge Project - Stage 2 - Review of Environmental Factors that is currently being exhibited by Transport for NSW (TfNSW).

EXECUTIVE SUMMARY

The Review of Environmental Factors for Stage 2 of the Transport for NSW's Richmond Bridge Project commenced exhibition on 16 December 2024 and closes on 21 February 2025. The Review of Environmental Factors examines the extent and nature of the impacts of the proposal and aims to justify the merit of the project in relation to these concerns.

A draft submission was considered by Council at its Meeting on 4 February 2025, where Council resolved to defer consideration of the submission in order to amend the submission to include the issues raised by the community and other matters raised by Councillors. Council Officers have reviewed the associated documentation and prepared a draft submission (Attachment 1) for consideration and endorsement.

RECOMMENDATION

That Council endorse the draft submission to the Richmond Bridge Project - Stage 2 Review of Environmental Factors, included as Attachment 1 to the report, and forward the submission to Transport for NSW (TfNSW).

BACKGROUND

In 2019, the Federal and State Governments announced the commitment of \$250 Million to deliver a new bridge, and other traffic improvements in the area. This announcement presented several route options demonstrated in Figure 1, which were being investigated.

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

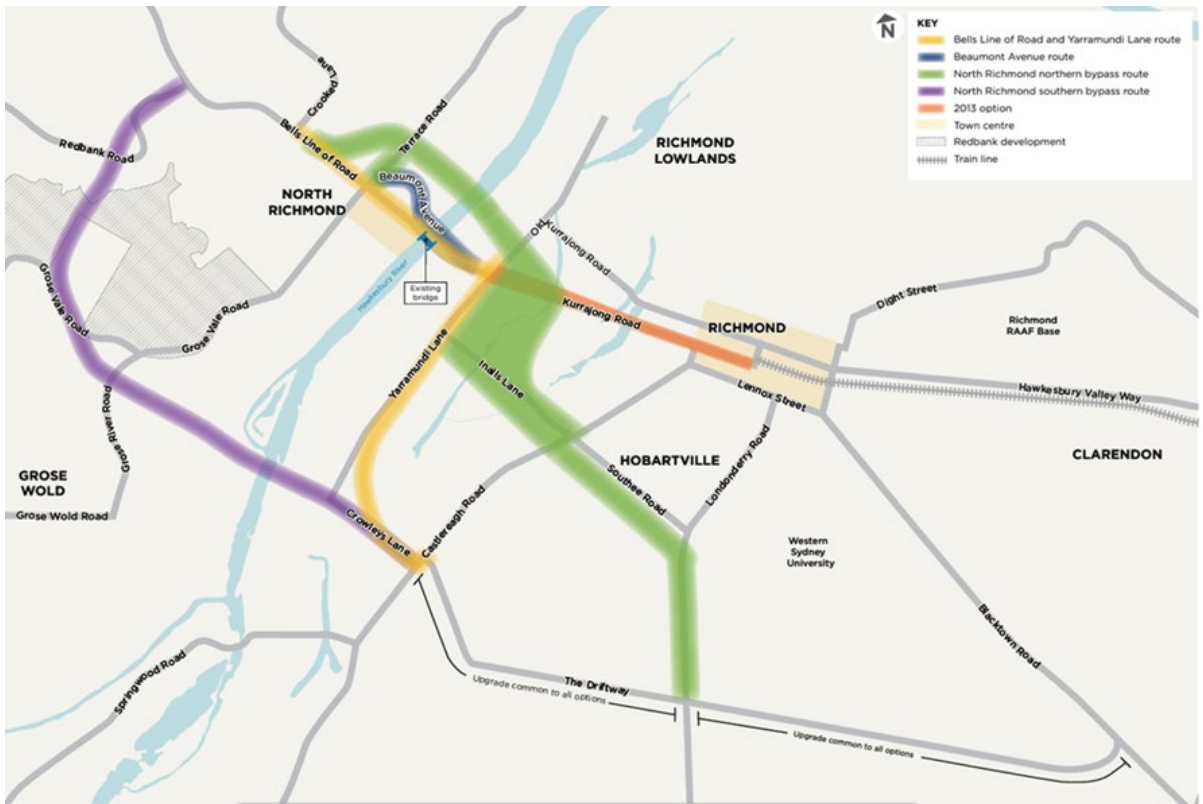


Figure 1 - Richmond Bridge and Traffic Improvements Route Options 2019

Following preliminary investigations and community consultation, a revised version of the North Richmond northern bypass route (Green Route) was identified as the preferred option on the balance of traffic efficiency, minimising environmental impact and disruption to local communities and businesses. Additionally, it was announced in June 2021 that \$500 Million had been committed to the infrastructure project by the Federal and State Governments.

Council considered a report on the preferred option at the Ordinary Meeting on 14 September 2021 where a draft submission was endorsed. The submission provided in principle support for Stage 1 works on The Driftway, and provided comments on the presented preferred route in relation to the following issues:-

- Strategic Context
- Socio-economic Impacts
- Need to Improve Flood Resilience
- Heritage Considerations Funding
- Town Centre Revitalization and Active Transport Links
- Acquisition and Engagement with Property Owners
- Suggested Improvements and Clarification of Timing and Process.

In December 2022, after considering public submissions, a revised Preferred Option Report was released which presented the Hybrid Route as the preferred option for the project, as shown in Figure 2. The Hybrid Route combined the Green Route with the Bells Line of Road and Yarramundi Lane

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

(Yellow) Route, by continuing the Southee Road duplication and bypass presented in the Green Route, and having the bypass feed into an upgraded Kurrajong Road and duplicated bridge adjacent to the existing bridge, and continuing through Bells Line of Road through the North Richmond Town Centre as per the Yellow Route.



Figure 2 - Hybrid Route Option

An environmental assessment has been conducted of the new preferred route, with the Review of Environmental Factors now on public exhibition between 16 December 2024 and 21 February 2025.

A draft submission was considered by Council at its Meeting on 4 February 2025, where Council resolved to defer consideration of the submission in order to amend the submission to include the issues raised by the community and other matters raised by Councillors. The key issues raised by community members and Councillors during the Meeting on 4 February 2025, included significant strengthening of the draft submission:-

- The delivery of the whole project, and not sub-staging when the costs and timing to deliver the project in its entirety are unknown
- Clarity for Council and the Hawkesbury community in terms of timing and costs associated with sub-staging
- Greater thought to be given to the impacts on residents, and how to mitigate or avoid those impacts
- That decisions relating to the bridge and approaches seriously consider flood resilience which based on recent experiences is front of mind for Council and the Hawkesbury community, and the ability for this proposed infrastructure to deliver a higher flood immunity for the bridge and approaches

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

- A better outcome for the Hawkesbury community and what was originally promised with the announcement of the project, as opposed to a project that has been significantly diluted since the investigations commenced
- Provision of infrastructure that is future proofed for decades in terms of traffic improvements, flood mitigation and safety improvements
- Avoid use of roads currently with a 50km/h speed limit being converted to an 80km/h speed limit (Inalls Lane and Southee Road in particular) without appropriate traffic improvements and mitigation of the impacts
- Consideration of the impacts on Council controlled roads in terms of increased maintenance and use of these roads
- As the project currently stands, Council and the Hawkesbury community considers that it represents a Bypass to a T-intersection on a semi-rural road, and both Council and the Hawkesbury community demand a better outcome
- The need to include a community information session in Richmond or Hobartville (in this respect it should be noted that Transport for NSW have now made arrangements for a drop-in session in Hobartville on 12 February 2025).

DISCUSSION

Following consideration of the Review of Environmental Factors a draft submission has been prepared and included as Attachment 1 to this report.

Notably, the release of the Review of Environmental Factors announced the staging of Stage 2 into the following stages:-

- Stage 2a: Richmond Bridge, bypass and approaches
- Stage 2b: Southee Road and Bells Line of Road upgrade

Transport for NSW states that the staging of this infrastructure project is due to there being no secured funding for items included in Stage 2b. This staging is a significant concern given the potential for delays in delivering Stage 2b due to not having committed funding. This is especially so given the proposed interim measures between Stage 2a and 2b, and in particular the proposed roundabout at Castlereagh Road and Inalls Lane which then feeds all traffic directly into the existing Southee Road, and not a duplicated Southee Road. Council has significant concerns in respect to the proposed sub-staging and the high potential for lengthy delays and uncertainty eventuating. Primary points included in the draft submission in this respect include:-

- Significant concern with the potential for ongoing impacts to residents and the local character with the existing road having to sustain the increased volume of traffic for an unknown period of time
- Seeking an indication of what the costs are to deliver Stage 2b so that the community has an understanding of the additional funding that is required to deliver the whole project
- Impacts to Council controlled roads as a consequence – increased maintenance and damage especially with truck movements
- Potential for congestion as a consequence of delays to Stage 2b i.e. provision for a four lane bridge but not providing the lanes for that traffic to move into, particularly Bells Line of Road,

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

including the need to widen Bells Line of Road at the Redbank Creek Bridge due to the existing narrow carriageway.

Further, the draft submission raises concerns and comments similar to the same issues contained in the 2021 submission. Key points include:-

- Strategic Context - The Resilient Valley Resilient Communities - Hawkesbury-Nepean Valley Flood Risk Management Strategy should be considered further
- Socio Economic and Community Impacts - Further consideration of impacts on highly sensitive residential areas, Colo Soccer Fields and local polo facilities, and clarification in terms of the indicated business community sector support for use of the existing Bells Line of Road corridor through North Richmond
- Flood Resilience - For the Hawkesbury community, flood resilience is front of mind, and as such need to consider a higher flood immunity for the bridge and approaches. Additionally, concerns are identified in relation to locating of stockpiles during construction, and clarification in terms of floodplain impacts that the raised embankments will not increase flooding. Height and width of the Redbank Creek bridge.
- Heritage Consideration - Need to consider/assess Macquarie Towns sightlines including the link between the residential and agricultural land, pre-Macquarie landscape, and impacts on heritage items through vibration
- Town Centre Revitalisation and Active Transport - The retention of the existing bridge as a multimodal point of connection for pedestrians and cyclists is welcomed, but clarification is sought in terms of ongoing responsibility for this item, including maintenance costs
- Detour Routes - Detour routes cannot safely function in the present state. Minor works will need to be provided to allow the detour route to function
- Urban Greening - Council supports the development of a Corridor Green Strategy, and is open to collaborate in the development of this strategy
- Notification issues of affected residents
- Use of roads currently with a 50km/h speed limit being converted to an 80km/h speed limit (Inalls Lane and Southee Road in particular)
- Demand greater thought about the impacts upon residents and how to mitigate or avoid those impacts
- Demanding a better outcome and what was originally promised
- Future proof for decades in terms of flood mitigation and safety improvements
- Demand the delivery of the whole project, and not substaging
- Demand clarity in terms of timing and costs associated with substaging
- Provide costings for the impact on Council controlled road in terms of increased maintenance and use of these roads
- As currently stands represents a Bypass to a T intersection on a semi-rural road - community demands better.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Additionally, Council reiterates the need to engage with affected property owners and acquisitions transparently and meaningfully, as previous Corridor Planning undertaken by Transport for NSW has been problematic for the affected community. Council encourages high levels of meaningful communication when dealing with affected property owners, particularly where acquisition is required.

It is also noted that Council has also received correspondence from Transport for NSW in respect to requirements of Part 2.2 Division 1 of the Transport State Environmental Planning Policy for this project. This relates to consultation requirements for development with impacts on council-related infrastructure or services, local heritage and flood liable land. A separate response will be provided to Transport for NSW by Council Officers in respect to these legislative consultation requirements by or before the closing date of 21 February 2025, and which will be based on Council's endorsed submission to the Review of Environmental Factors.

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy, as the consultation is being undertaken by Transport for NSW (TfNSW).

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.
- 1.6 Build on a sense of community and wellbeing.
- 1.7 Encourage broad and rich celebration of our local culture and significant heritage.

Protected Environment and Valued History

- 2.1 Value, protect and enhance our historic built environment as well as our relationship to Aboriginal and non-Aboriginal history.
- 2.2 Value, protect and enhance our natural land-based environment with an emphasis on using local resources and key partnerships.

Strong Economy

- 3.1 Creating an integrated and well-maintained transport system is an important local priority.
- 3.2 Increase the range of local industry opportunities and provide effective support to continued growth.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

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.

3.5 Celebrate our creativity and cultural expression.

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

There are no financial implications applicable to this report.

RISK MANAGEMENT CONSIDERATIONS

While not the delivery authority for this project, a reputational risk is present in ensuring that Council represents the interests of the community in commenting and engaging with this critical infrastructure project.

ATTACHMENTS

AT - 1 Draft Submission to Richmond Bridge Stage 2 Review of Environmental Factors - (*Distributed under separate cover*).

oooO END OF REPORT Oooo

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

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ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

**10.3.4. CP – Hawkesbury Social Infrastructure and Assessment Strategy 2024-2034
Public Exhibition Outcomes - (95498, 124414)**

Previous Item: 10.3.1, Ordinary (28 May 2024)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to present the outcome of public exhibition of the Draft Hawkesbury Social Infrastructure Assessment and Strategy 2024-2034 that was placed on public exhibition between 8 October and 4 November 2024 for Council's consideration and adoption of the Strategy.

EXECUTIVE SUMMARY

Social infrastructure supports both the economic prosperity of an area, and the social wellbeing of its community, and the quality of the social infrastructure enhances the lives of people of all ages, backgrounds and abilities.

The purpose of the Hawkesbury Social Infrastructure Assessment and Strategy 2024-2034, is to provide an overarching strategy that will look at social infrastructure in an integrated manner.

Community engagement was integral to the preparation of the Draft Strategy, and has included over 300 members of community groups, local organisations, members of Aboriginal communities, and communities across the Hawkesbury. Additionally, Councillors had the opportunity for input as part of Briefing and Workshop sessions as the project has progressed.

Following a report to Council at its Ordinary Meeting on 28 May 2024 regarding the Assessment and Strategy, Council resolved to place the Hawkesbury Social Infrastructure Assessment and Strategy 2024-2034 on public exhibition for a period of at least 28 days.

The outcomes of the public exhibition of the Hawkesbury Social Infrastructure Assessment and Strategy 2024-2034 are presented to Council to seek its adoption, noting that the benchmarks used to inform the Strategy are just one lens to consider the provision of social infrastructure, which is a dynamic and moving environment based on trends and innovation. Further detailed considerations with respect to the provision of social infrastructure should be had on a case-by-case basis considering the principles outlined in the Strategy, the needs of users and current up-to date trends and innovation.

RECOMMENDATION

That Council:

1. Notes the outcome of public exhibition of the Draft Hawkesbury Social Infrastructure and Assessment Strategy 2024-2034.
2. Adopt the Hawkesbury Social Infrastructure and Assessment Strategy 2024-2034 included as Attachment 1 to the report.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

BACKGROUND

Social infrastructure supports both the economic prosperity of an area, and the social wellbeing of its community, and the quality of the social infrastructure enhances the lives of people of all ages, backgrounds and abilities.

Social infrastructure is the interdependent mix of facilities, places, spaces, programs, projects, services and networks that maintain and improve the liability of a community. Social infrastructure includes a wide range of services and facilities that meet community needs for education, health, social support, recreation, cultural expression, social interaction and community development. This includes community centres, libraries and recreational facilities such as playgrounds, pool, sports fields and parks across the Hawkesbury Local Government Area, and the services and programs provided within.

Council engaged The Planning Studio to undertake the development of the draft Hawkesbury Social Infrastructure Assessment and Strategy 2024-2034.

The purpose of the Hawkesbury Social Infrastructure Assessment and Strategy 2024-2034 is to provide an overarching strategy that will look at social infrastructure in an integrated manner that will:-

- Clarify and confirm Council's commitment, responsibilities and expectations in the planning, funding and delivery of social infrastructure.
- Ensure a strategic approach to the provision of contemporary social infrastructure.
- Understand the role social infrastructure plays in supporting community resilience.
- Consider State Government Strategies and Plans.
- Assess social infrastructure needs of the Hawkesbury community and determine any gaps or oversupply, or potential to co-locate facilities.
- Outline benchmarks (where applicable and useful)
- Provide high level recommendations including governance models, possible disposal and renewal of assets, and improvements to overall network.
- Assist Council to understand the quality, satisfaction and value of existing open space and recreation facilities, community and cultural facilities.
- Position Council for funding opportunities and partnerships in the provision of social infrastructure (facilities, programs and service delivery).

Social infrastructure supports both the economic prosperity of an area, and the social wellbeing of its community, and the quality of the social infrastructure enhances the lives of people of all ages, backgrounds and abilities.

The purpose of the Hawkesbury Social Infrastructure Assessment and Strategy 2024-2034 is to provide an overarching strategy that will look at social infrastructure in an integrated manner.

Community engagement was integral to the preparation of the Draft Strategy, and has included over 300 members of community groups, local organisations, members of Aboriginal communities, and communities across the Hawkesbury. Additionally, Councillors had the opportunity for input as part of Briefing and Workshop sessions as the project has progressed.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Following a report to Council at its Ordinary Meeting on 28 May 2024 regarding the Assessment and Strategy, Council resolved to place the Hawkesbury Social Infrastructure Assessment and Strategy 2024-2034 on public exhibition for a period of at least 28 days.

Council has received eight submissions in response to the public exhibition of the draft Hawkesbury Social Infrastructure and Assessment 2024-2034.

DISCUSSION

The purpose of the Hawkesbury Social Infrastructure Assessment and Strategy 2024-2034 is to provide an overarching strategy that will look at social infrastructure in an integrated manner.

Community engagement was integral to the preparation of the Draft Strategy, and has included over 300 members of community groups, local organisations, members of Aboriginal communities, and communities across the Hawkesbury. Additionally, Councillors had the opportunity for input as part of Briefing and Workshop sessions as the project has progressed.

Following a report to Council at its Ordinary Meeting on 28 May 2024 regarding the Assessment and Strategy, Council resolved to place the Hawkesbury Social Infrastructure Assessment and Strategy 2024-2034 on public exhibition for a period of at least 28 days.

Following completion of the public exhibition period of the Social Infrastructure Assessment and Strategy 2024-2034, Council has received eight submissions to the Assessment and Strategy documents publicly exhibited.

A summary of the submission received, and Council Officer comments are contained in Table 1 below:

Table 1 - Summary of Submissions

Number	Submissions	Council Officer Comments
1	Would like a fenced dog park in Wilberforce. Possible locations could be Wilberforce Park, Copeland Road Reserve - 1 Copeland Road or a portion of McKenzie Park - 9 McKenzie Crescent, Wilberforce.	The purpose of the Social Infrastructure Assessment and Strategy 2024-2034 is to provide an overarching strategy that looks at social infrastructure in an integrated manner. As such consideration of facilities and infrastructure on individual sites is undertaken on a site-by-site basis, considering the broader principles and needs established by the Strategy. In this instance work has progressed on preparation of a draft Plan of Management for Wilberforce Park, and input such as that provided in the submission will be considered in more detail through that process.
2	The cost of swimming at Oasis is far beyond the means of many people. What can you do to reduce this cost by at least half. Some of us with disabilities can't afford to visit the pool to swim to help our bodies improve.	Not a direct consideration in terms of the Strategy itself, but Council may wish to consider the points included in the submission when it considers the Draft Budget and Fees and Charges for 2025/2026.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Number	Submissions	Council Officer Comments
	<p>The infrastructure is already there but too costly to participate in.</p>	
3	<p>Please pay attention to the small arts entities struggling across the region.</p> <p>We have no viable theatre, no performing arts school, countless small arts and performance studios with few places to shine and only one community organisation (HEARTS) trying to safeguard live performance. We have a mentality that artists will play for nothing or very little and will do so standing on a handkerchief of space. We have a School of Arts which operates in total secrecy from the public it represents and other schools of arts in disarray and degeneration when groups like HEARTS could be supported to take it over and run them effectively for the community. Stop prioritising sports which is ably supported from the ground up from kindergarten age to high school graduation while music gets bugger-all support and our emerging artists drop off the vine. HEARTS has valuable people and idea butt is struggling for viable support and partnerships properly engaged in mentoring young artists and supporting established local talent. The recent Savour The Flavour was shocking for its lack of performance showcase: that was a glaring opportunity to have presented local performance and failed. Such an event could and should be a tourist destination weekend benefiting all local businesses including accommodation providers and local musicians. It's not. It's a one-day event for food trucks. Please can we start thinking laterally and stop the lovely media handouts promising this and that's but just going around in circles spouting the same ideas that never ever get realised properly? This area is brimming with weekend destination opportunities and misses the mark constantly. Where is the local orchestra? Where are the local musicians? Where is BelleKat Cabaret which had become so popular? Why is there such a delay for The Regent? Why has HEARTS had to strike a sponsorship deal with The Richmond Club just to get an Open Mic Night happening? Why is it no longer supplying musicians to the Good Food</p>	<p>Social infrastructure supports both the economic prosperity of an area, and the social wellbeing of its community, and the quality of the social infrastructure enhances the lives of people of all ages, backgrounds and abilities.</p> <p>Social infrastructure is the interdependent mix of facilities, places, spaces, programs, projects, services and networks that maintain and improve the liability of a community. Social infrastructure includes a wide range of services and facilities that meet community needs for education, health, social support, recreation, cultural expression, social interaction and community development. This includes community centres, libraries and recreational facilities such as playgrounds, pool, sports fields and parks across the Hawkesbury Local Government Area, and the services and programs provided within.</p> <p>It should also be noted that Council is in the process of preparing a Cultural Plan where a number of the points raised in the submission are being considered as part of that process.</p>

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Number	Submissions	Council Officer Comments
	<p>Market? If you want a vibrant arts scene where with the MONEY TRAIL that it can inspire, you need to put work where the words are and do more, know more, ask more and join the dots because people get tired and drop off when they have no support.</p>	
4	<ul style="list-style-type: none"> •More seating along walkways •Marked walkways with keep left •Trees for shade in places like along the river walks, and on Bell Street beside the open space/graveyard. •Clean up glass on bridge that's always there •Obviously fix the landslides, an accident is waiting to happen. Doing other projects whilst that sits awaiting funding from elsewhere seems like a waste of money and resources. Even if a different project, it's been years now. •Please consider an artist like Luke Kelly next time you're choosing for such a high-profile piece. The heritage tank looks very pre-school from the 80's and is now more embarrassing than before. https://lukekellyartwork.com/feelgood-murals/ • More gentle safety lighting in walkways for nighttime •Please get you're not making Windsor and South Windsor safe to ride bikes in with wide bike paths and connect it to Richmond path safely. 	<p>The purpose of the Social Infrastructure Assessment and Strategy 2024-2034 is to provide an overarching strategy that looks at social infrastructure in an integrated manner. As such consideration of facilities and infrastructure on individual sites is undertaken on a site-by-site basis, considering the broader principles and needs established by the Strategy.</p> <p>Consideration of the various infrastructure items included within the submission will occur as part of the more detailed planning for individual places and spaces based on the principles outlined in the Strategy.</p>
5	<p>Continue Cornwallis River walk through to Windsor boat ramp. We need something like Nepean's river walk in the Hawkesbury.</p>	<p>Such a project would need to be considered in greater detail in terms of opportunities and constraints, including private ownership of land along and adjacent to the Hawkesbury River.</p> <p>Council is currently part of the Hawkesbury Nepean Coastal Management Program in conjunction with Hawkesbury River councils.</p> <p>Stage 3 of the Hawkesbury Nepean River System Coastal Management Program has continued, including community engagement associated with proposed management</p>

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Number	Submissions	Council Officer Comments
		<p>actions. That community engagement was undertaken between mid-September 2024 to mid-November 2024 has now closed. and the list of management actions is being refined based on consideration of community input.</p> <p>The preparation of a draft Coastal Management Plan will be undertaken as Stage 4 of the program and is scheduled to commence in early 2025 and concepts such as this can be considered through that process.</p>
6	<p>There is no mention of Howe Park in Windsor or the Windsor River Walk in the Infrastructure and Strategy Planning Proposal. Howe Park and the Windsor River Walk which runs from Windsor Bridge, along the Hawkesbury River adjacent to The Terrace and then across Luke Worsley Bridge (over Rickabys Ck) to Deerubbin Park and the Deerubbin Dog Park is a significant landmark and very popular walking path, cycle path, picnic area and visitor attraction, including the newly painted water tower, for hundreds of local residents and for the many visitors to the area. There is a desperate need for more bench seating (particularly for the elderly and disabled) at set intervals along the section of the Windsor River Walk from where the Walk joins The Terrace and along right out to the Deerubbin Dog Park. There was a bench seat located near the Luke Worsley memorial stone which was washed away in the floods and not replaced. There is currently no bench seating or place to rest at all between the Luke Worsley Bridge and the Deerubbin Dog park and car park making it extremely difficult for the elderly or disabled who are walking for health reasons or walking their dogs to proceed along that section of Windsor River Walk whether approaching from the Deerubbin Park car park and dog park heading towards Windsor, or from Windsor via Howe park towards Deerubbin Park, particularly with no seating or respite between Luke Worsley Bridge and the Dog Park which makes it difficult for people who are elderly or disabled to proceed along the path from Windsor any further than the Luke Worsley Bridge.</p>	<p>The purpose of the Social Infrastructure Assessment and Strategy 2024-2034 is to provide an overarching strategy that looks at social infrastructure in an integrated manner. As such consideration of facilities and infrastructure on individual sites is undertaken on a site-by-site basis, considering the broader principles and needs established by the Strategy.</p> <p>Consideration of the various infrastructure items included within the submission will occur as part of the more detailed planning for individual places and spaces based on the principles outlined in the Strategy.</p>

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Number	Submissions	Council Officer Comments
	<p>Additionally, there is no mention of the severe damage and significant repairs required to the riverbank in various sections and the viewing platform on the Windsor River Walk and The Terrace between the Windsor Bridge and Howe Park. The riverbank collapse has severely impacted the ability for locals and visitors to walk along the Windsor River Walk and attract visitors to this attraction. The users of this path have created their own detours around the fenced off areas forcing locals, visitors and their children and dogs off the safety of an established concrete path and onto various dirt covered areas which become slippery in rainy conditions, often forcing locals and visitors onto the road to avoid slipping, which in itself is a safety risk. Hawkesbury Council needs to look at this whole area which for a long time was a huge drawcard of local residents and visitors to the area, which subsequently brought more tourists and customers to Windsor, which of course was good for local businesses and the Markets on weekends and public holidays.</p>	
7	<p>Please look into placing more public bins around Bligh park. People are constantly leaving rubbish on the floor and not picking up dog poo whilst going on their walks due to the limitless number of bins.</p>	<p>Council is currently developing a Litter Prevention Strategy which is scheduled to be considered by Council at the March 2025 Meeting.</p>

Council also received comments from Nepean Blue Mountains Local Health District (NBMLHD) which are detailed in Table 2 below:-

Table 2 Nepean Blue Mountains Local Health District Comments

Page number/section	Comments from Nepean Blue Mountains Local Health District	Council Officer Response
Executive Summary	<p><i>Policy Insights</i></p> <p>We support the policy insights and highlight the importance of quality public spaces, safe walking and cycling access, local connections to health, education and community infrastructure, flexible and shared-use arrangements, and the protection and strong recognition of Aboriginal culture. These are all important for achieving and maintain positive health outcomes.</p>	<p>Support noted, including provision of further details that adds weight to these provisions.</p>

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Page number/section	Comments from Nepean Blue Mountains Local Health District	Council Officer Response
	<p>Another key consideration, perhaps not explored within the assessment, is whether the social infrastructure is meeting the needs of women and girls. Public spaces and places can either exacerbate gender inequality or improve outcomes for those marginalised by it. We know that young girls and women have lower levels of participation in sports compared to men, and experience public open spaces differently in terms of mobility, safety and comfort.</p> <p><i>People & Demographic Considerations</i></p> <p>Acknowledging that the community is getting older and there are higher rates of illness and long-term health conditions, social infrastructure plays a vital role in prevention and keeping people healthy as they age in place in their community. It is important to keep people active and connected whilst they are still mobile and relatively free of chronic conditions. For example, simple elements like footpaths and cycleways enable older people to maintain their mobility, independence and social connections in car-dependent communities.</p> <p><i>Community Insights</i></p> <p>Several additional aspects that are important for social infrastructure and the associated health outcomes are easy access to facilities for people walking and bike riding (e.g. priority and safe access through carparks, and bike parking) and access to free drinking water (water bubblers/drinking fountains).</p>	
Page 24. Priority focus areas and assessment framework Strategic Alignment	The Social Infrastructure Strategy also has strategic alignment with Health plans include the NBMLHD Strategic Plan (People are healthy and well) and the NSW Healthy Eating and Active Living Strategy (Direction 4 – Healthy food and built environments to support healthy eating and active living). NSW Health is focused on enabling people to be more active by building in opportunities for activity through transport, planning and design, creating high quality public and open spaces, and safe well-connected bike and walking routes.	Support noted, including provision of further details that adds weight to these provisions.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Page number/section	Comments from Nepean Blue Mountains Local Health District	Council Officer Response
Page 45. Supporting the community where they live	<p>NBMLHD agrees that expanding local walking and cycling networks will assist in increasing the number of people walking and cycling.</p> <p>Open spaces are important places for people to meet, socialise, play and connect and access to these areas is associated with increased physical activity and improved mental health.</p> <p>A report from the Australian Urban Observatory (AUO) confirms the community's experiences in terms of access to community facilities, open spaces, playgrounds, sporting and recreations facilities. Of note in the AUO data:</p> <ul style="list-style-type: none"> • 23% of dwellings in Hawkesbury LGA are within 400m of public open space larger than 1.5 hectares. • On average, dwellings in Hawkesbury LGA have access to 6.7 out of 16 social infrastructure domains (includes health, education, early childhood, community support, community development, culture, sport and recreation, parks and emergency services). 	Support noted, including provision of further details that adds weight to these provisions.
Page 49. Walking and cycling paths	<p>NBMLHD agrees that better walking and bike riding connections will improve connections for people between towns and villages and open spaces and community facilities.</p> <p>AusPlay survey results also correlate with community perception of the importance and popularity of walking and bike riding infrastructure, including bushwalking. For women, walking and bushwalking are in their top 5 most popular physical activities, whilst for men, walking and cycling are in their top 5 activities. It is well recognised that women have lower participation rates in cycling due to the lack of supportive, safe infrastructure. NBMLHD agrees that improvements to public transport in the Hawkesbury will also improve access to social infrastructure for people who can't/don't drive. This will have positive health and wellbeing implications for vulnerable populations.</p>	Support noted, including provision of further details that adds weight to these provisions.
Page 53. Inclusive public and active spaces	A gender inclusive approach is important for encouraging greater sports and	Noted and agreed in terms of the differing requirements.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Page number/section	Comments from Nepean Blue Mountains Local Health District	Council Officer Response
	<p>community participation by women and girls.</p> <p>In addition to the excellent resources listed here, NSW Transport have a Safer Cities Program, which is focusing on increasing women and girls' safety and access to public spaces, enabling them to move freely and alone in their community and increasing their engagement with how spaces around them are designed and managed</p>	
Page 60. Participation trends	<p>It is also important to note the gender differences between men and women, and boys and girls in participation across activities. In particular, women and girls have greater participation in dancing, pilates, yoga, and gymnastics, whilst men and boys have greater participation in soccer, running/jogging, golf, and motor cycling.</p> <p>Do the assessments take a gender inclusive approach when considering equity of access? For example, dancing, pilates, yoga and gymnastics typically use indoor facilities such as community centres, halls and recreation centres. Whilst soccer, golf and motor cycling require larger outdoor open spaces and facilities.</p>	Noted and agreed in terms of the differing requirements.
Page 108. Build an equitable, accessible and integrated social infrastructure network across the Hawkesbury LGA that connects our community to facilities, services and each other	NBMLHD supports action 1.2 to review and implement relevant recommendations of the Hawkesbury Active Transport Plan to support planning for increased public transport and enhancing walking and bike riding access to community facilities and open spaces. Population Health can support Council's Get Active NSW and similar active transport grant applications.	Support noted.
Page 113. Strengthen community resilience and sense of belonging by valuing and making visible our cultures and diverse stories as the foundation of a welcoming and generous community	<p>Action 3.3 has recently been explored in detail by NSW Department of Planning Housing and Infrastructure through their Places to Swim report and guidelines and is seen as a viable option if well planned.</p> <p>It may be noted that learn to swim and lifesaving activities are very popular with children and young people, but more difficult in river environments. Water safety in rivers would also be a valuable skillset for children and young people to develop, and Royal Life Saving NSW have</p>	Council has previously considered the issue of river safety in terms of river environments, and the inherent risks associated with that.

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

Page number/section	Comments from Nepean Blue Mountains Local Health District	Council Officer Response
	developed an outback lifesaver program, which may be worth pursuing by Council.	

COMMUNITY ENGAGEMENT

The Draft Hawkesbury Social Infrastructure Assessment and Strategy 2024-2034 was placed on public exhibition from 8 October to 4 November 2024. As detailed above, Council has received eight submissions in response to the exhibition.

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.
- 1.4 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.
- 1.6 Build on a sense of community and wellbeing.

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.
- 4.8 Facilitate the delivery of infrastructure through relevant agencies and Council's own works.

FINANCIAL IMPACT

There are no direct financial implications applicable to the preparation of this report, however the recommendations will be subject to separate budgetary considerations.

RISK MANAGEMENT CONSIDERATIONS

The need for a Strategy to guide future decisions relating to Social Infrastructure is required in order to mitigate risks.

ATTACHMENTS

AT - 1 Hawkesbury Social Infrastructure Assessment and Strategy 2024-2034 - (*Distributed under separate cover*).

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

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ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

10.4. CORPORATE SERVICES

10.4.1. CS - December 2024 Quarterly Budget Review Statement - (95496, 96332)

Previous Item: 10.4.2, Ordinary (26 November 2024)

Directorate: Corporate Services

PURPOSE OF THE REPORT

The purpose of this report is to inform the Council of its Financial Position as at 31 December 2024 and to seek adoption of proposed changes required to the Budget within the Adopted 2024/2025 Operational Plan.

EXECUTIVE SUMMARY

Council is required to review its progress in achieving the financial objectives set out in its Operational Plan, within two months of the end of each quarter. The Responsible Accounting Officer must submit to Council a budget review statement that shows the revised estimate of the income and expenditure for that year, referencing the estimate of income and expenditure included in the Adopted Operational Plan.

The Responsible Accounting Officer has revised Council's income and expenditure for the 2024/2025 financial year and recommends revising estimates in line with Council's financial performance as at the end of December 2024, and as projected for the remainder of the financial year. This report and the relevant attachment provide information on Council's financial performance and financial position for:

- The second quarter of the 2024/2025 financial year; and
- The resulting financial position including the budget variations proposed.

The Quarterly Budget Review Statement - December 2024 (the Statement) recommends budget adjustments that result in an overall balanced adjustment for the quarter.

RECOMMENDATION

That Council receive the information contained in this report regarding the December 2024 Quarterly Budget Review, and that the budget adjustments, as summarised in the report and detailed in Attachment 1 to the report, be adopted.

BACKGROUND

Clause 203 of the Local Government (General) Regulation 2021 stipulates that the Responsible Accounting Officer of a council must prepare and submit to the Council a Budget Review Statement within two months after the end of the quarter (except the June quarter).

The Integrated Planning and Reporting (IP&R) Framework outlines that Councils are required to present a summary of the Council's financial position at the end of the quarter. It is the mechanism whereby Councillors and the community are informed of the Council's progress against the Original Budget and the last revised budget along with the recommended changes and reasons for major variances.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

The Quarterly Budget Review Statement is the mechanism stipulated by the Local Government (General) Regulation 2021 for councils to revise the adopted Operational Plan for the year to reflect the actual financial performance as at the end of each quarter and the projected to the end of the financial year. This review ensures Council's Budget remains current and relevant throughout the financial year and provides early indication of progress in achieving financial targets.

In revising estimates, a conservative approach has been taken. Unfavourable trends relating to income outside of Council's control are proposed to be adjusted to reflect the anticipated performance up to the 30 June 2025. Unfavourable trends relating to expenditure outside of Councils control are proposed to be adjusted for the same period.

The Statement recommends budget adjustments that result in an overall balanced adjustment for the quarter.

Variations proposed are necessary to ensure appropriate budget allocations are available to deliver Council's Adopted 2024/2025 Operational Plan attached as Attachment 1 to this report.

Relevant Legislation

Local Government Act, 1993

Local Government (General) Regulation, 2021

DISCUSSION

1. Favourable Adjustments

The following are the most significant favourable budget adjustments:-

- *Recovery of Natural Disaster (April24) Expenses (\$649K)* – Costs were incurred by Council for emergency works and immediate reconstruction works during the prior financial year, as a result the Natural Disaster declared in April 2024. Reimbursement has been received from Transport for NSW for these works in the current financial year.
- *Council's Investment Portfolio Interest (\$611K)* – Due to higher interest rates obtained and higher than budgeted funds to invest, the interest earned on investments has exceeded budget expectations.
- *Leaseback Changeover Costs (\$271K)* – Higher than expected trade in prices and purchase price savings have resulted in cost savings. There have also been some purchases budgeted for this year deferred to next year.
- *Property Lease Rental (\$168K)* – Council has received higher than budgeted lease payments mainly due to less than budgeted vacancies, resulting in a favourable outcome for Council.
- *Emergency Services Levy (\$154K)* – The payments schedule received from Revenue NSW by Council was lower than expected, resulting in reduction in the total amount payable.
- *Insurance Settlement from Storm Damage in 2020 (\$87K)* – An unbudgeted insurance settlement was received dating back to storm damage from February 2020.
- *Lower Portland Ferry (\$71K)* – The net of budgeted income and expenditure for the operation of the Lower Portland Ferry has been removed from the budget.
- *Recovery of Legal Costs (\$28K)* – Council has been successful in being awarded \$28K for the recovery of legal costs for several matters that were determined in Council's favour.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

- *Cooling the Hawkesbury Tree Project (\$24K)* – This income represents reimbursement to Council of expenses incurred in the 2023/2024 financial year as part of the Greening Our City Grant Program. The funding body accepted Council's request to cover additional expenditure incurred which was outside the original scope of the funding. Expenses were incurred by Council in the prior year with the Funding Body agreeing to cover the cost in the current year.

2. Unfavourable Adjustments

The following are the most significant unfavourable budget adjustments:-

- *Building Compliance Fines and Penalties (\$208K)* – The number of fines is below the budgeted amount.
- *Complying Development Income (\$202K)* – The number of complying developments is lower than budgeted for, resulting in reduced income.
- *Development Assessment Consultancy Fees (\$150K)* – The Development Applications requiring consultants has increased. This includes Development Applications from Council that are required to be assessed externally.
- *Development Application Fees (\$131K)* – The number of Development Applications is lower than expected.
- *Construction Certificate Income (\$109K)* – The number of Construction Certificate applications has been lower than expected thereby reducing the income received.
- *North Richmond Community Precinct Upgrade (\$88K)* – The North Richmond Community Precinct project requires a monetary contribution from Council. This budget adjustment represents a portion of the required contribution.
- *Companion Animal Shelter Operating Expenses (\$262K)* – The Companion Animal Shelter is operating at capacity. This has resulted in an increased use of casual labour with veterinary expenses, dog and cat food expenditure exceeding the current estimates.
- *Consultancy Fees for Heritage (\$64K)* – Higher than expected consultancy fees for Development Applications with a heritage component is being experienced.
- *Development Assessment Casuals (\$56K)* – Development Assessment casuals are being utilised to clear application backlogs.
- *Sewage Management Facility Reinspection Fees (\$50K)* – Less than expected Sewage Management Facility reinspections due to only minor follow ups being required. The Sewage Management Facility Reinspection Program is ongoing, with income to be monitored and adjusted as required in future Quarterly Reviews.
- *Occupation Certificates (\$50K)* – Less than expected Occupation Certificates are being processed for the year.

3. Adjustments with no bottom line impact

- *Western Sydney Infrastructure Grants (WSIG) Projects (\$3.8M)* - A number of internal adjustments within Council's Multi Year Reserve have been included in this Quarterly Review to ensure Council quarantined the necessary funds to be spent specifically on the Turnbull Oval and Fernadell Park projects.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

- *Highly Impacted Council's Flood Recovery Funding (844K)* - As part of the flood recovery funding received from the Office of Local Government in June 2022, a variation has been approved to redirect funding from the Hawkesbury Power Boat Club to the restoration and repair of public spaces, including the riverbank failures in Governor Phillip Park. The funding will be used as part of stage one rectification and betterment works at Governor Phillip Park.

4. Grants – Additional Works and Programs - \$1.2M

Adjustments relating to grant funding successfully secured by Council, and adjustments in relation to the expected timing of delivery of the grant funded projects are included in this Quarterly Budget Review Statement. These adjustments have a nil effect on the Budget position, as amounts included for income have a corresponding amount for expenditure. The securing of grant funding assists Council to undertake works otherwise not funded through Council's available funds.

The amounts listed below reflect the full grant amount, however quarterly adjustments for capital projects reflect the amount expected to be expended during the 2024/2025 financial year, with further budgetary adjustments to occur in future quarterly reviews.

Approved grant funding is outlined below:

- *Road Safety Program (\$1.2M)* – Council has received \$1.2M in funding for four projects as part of Transport for NSW's Road Safety Program. The Program targets both urban and rural high speed roads, aiming to reduce off-road and head-on collisions. The following locations have been identified to receive funding under the Program:
 - Riverview Street, North Richmond - Install footpath, kerb ramps, pedestrian refuge, kerb blisters and pedestrian fencing on the kerb
 - Bathurst Street, Pitt Town - Install a speed hump outside Pitt Town Shops
 - Drummond and Macquarie Streets, South Windsor - Design and construct pram ramps and protected pedestrian phases at existing signalised intersection
 - Rifle Range Road, Bligh Park - Design and construct pedestrian safety facilities, including a pedestrian refuge between Sirius Road and Collith Avenue

Adjustments relating to timing of projects were made to the following projects, which have previously been reported to Council and are anticipated to be spent during 2024/2025:

- Deerubbin Park New Amenities - (\$782K)
- 2024/2025 Black Spot Program - (\$3.3M)
- Western Sydney Infrastructure Grants Program - (\$1.2M)
- Bligh Park Playground - (\$250K)
- Liveability Works - (\$4.2M)
- Fernadell Park Multi Sport Grant - (\$501K)
- Disaster Recovery Road Rehabilitation Works - (\$6.2M)

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

5. Reserve Funded Adjustments

The following major adjustments are within internally or externally restricted funds and consequently have nil impact on Councils overall position:-

S64 Reserves

- Decrease reserve – Developer Contributions - \$100K
- Increase reserve – timing of Nutrient Offset works - \$235K

S.7.11 Reserves

- Pitt Town – decrease reserve - adjusted for Fernadell Park project timing - \$21K
- Vineyard – decrease reserve – adjusted for acquisition costs - \$34K

S.7.12 Reserve

- Increase reserve – timing of works Kurrajong-Kurmond Cycleway - \$68K
- Decrease reserve – revised income from Developer Contributions - \$165K

Infrastructure Borrowings Program Reserve

- Increase reserve – funds for Willow Glen Road Bridge replacement not required - \$198K
- Increase reserve – Colonial Reserve drainage and surface upgrade - \$278K
- Increase reserve – timing of works Greens Road, Lower Portland - \$436K

Multi-Year Reserve

- Increase reserve – timing of works Facility Operations Relocation - \$197K
- Increase reserve – timing of works Woodbury Reserve Skate Park - \$301K
- Increase reserve – timing of works Signage Program (Liveability) - \$507K
- Increase reserve – timing of works Signage Program (WSIG) - \$50K
- Increase reserve – timing of works Windsor Mall Upgrade and Renewal Works - \$368K

Domestic Waste Management Reserve

- Increase reserve – revised Domestic Waste disposal costs to the Landfill - \$580K
- Decrease reserve – construction of Waste Collections Area at the Depot - \$214K

Property Reserve

- Increase reserve – adjust for Lot 100 Earl Street, Wilberforce compensation - \$350K

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Waste Management Facility Reserve

- Decrease reserve – timing of works for General Waste Processing Pilot - \$90K
- Decrease reserve – installation of leachate system including consultants - \$500K
- Decrease reserve – revised disposal tonnages for Domestic Waste - \$580K
- Decrease reserve – purchase of litter fence, leachate pump and power upgrade - \$60K
- Decrease reserve – trial of leachate treatment system by contractors - \$280K
- Decrease reserve – adjust for landfill gas management - \$64K

Unspent Contributions Reserve

- Decrease reserve – Windsor Bridge Heritage Works - \$50K
- Increase reserve – timing of works Town Centre Vacant Premises Campaign - \$45K

Sewer Reserve

- Decrease reserve – net changeover for Sewer Plant replacement - \$67K
- Decrease reserve – agreement with Sydney Water to undertake due diligence - \$100K
- Increase reserve – timing of works Treatment Works McGraths Hill - \$71K

6. Staff Establishment

Council's staffing numbers in terms of Full Time Equivalents (FTE) as at 30 September 2024 was 361.42. There has been an increase of 8.0 to 369.42 as at the 31 December 2024.

The following positions have had an increase in FTE:

- 2.0 FTE Apprentice – Civil Construction (temporary, grant funded)
- 2.0 FTE Apprentice – Parks and Gardens (temporary, grant funded)
- 1.0 FTE Cadet Engineer - WSIG (temporary, grant funded)
- 1.0 FTE Cadet Engineer – Project Delivery (temporary, grant funded)
- 1.0 FTE Cadet - Environmental Health (temporary, grant funded)
- 1.0 FTE Cadet - Planner (temporary, grant funded)

It is to be noted that throughout the year, reviews are undertaken to ensure the optimal resource mix between staff and contractors and that sufficient resourcing is available to delivery Council's services and works programs.

COMMUNITY ENGAGEMENT

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

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

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

4.2 Encourage an informed community.

4.3 Build strong financial sustainability for now and future generations.

FINANCIAL IMPACT

The matters raised in this report have direct financial implications. If adopted, the budget proposed will be added to the current 2024/2025 Budget.

Table 1 provides an update of Council's performance against the Financial Sustainability Benchmarks.

Table 1

Financial Sustainability Ratio	Benchmark	Original Budget 24/24	Amended Budget 24/25 After Carry Overs and September QBRs	Proposed Budget 24/25 After December QBRs
Operating Performance	>= 0	0.33	0.31	0.25
Own Source Revenue	> 60%	43.3%	41.8%	44.9%
Asset Renewal	> 100%	416.6%	560.9%	501.5%
Infrastructure Backlog	< 2%	9.31%	6.5%	7.5%
Asset Maintenance	> 100%	100.5%	164.2%	168.9%
Debt Service	0%-20%	2.9%	2.9%	3.07%

In regard to the Own Source Revenue Ratio, the percentage of own source revenue is below the benchmark due to the higher than average amount of grants Council has been successful in obtaining.

In regard to the Infrastructure Backlog Ratio, the budgeted infrastructure backlog is higher due to capital works being carried out, addressing some of the backlog. It is expected that the actual year end result will be much closer to the benchmark as all unspent grants will be accounted for thereby reducing the percentage as the written down value of the assets are accounted for.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

RISK MANAGEMENT CONSIDERATIONS

As the result of the December 2024 Quarterly Budget Review is balanced, there is minimal financial risk associated with the adoption of the recommendation. There are compliance, legal and reputations risks associated with not adopting the recommendation, as the actions identified within the adopted 2024/2025 Operational Plan and a range of grant funding requirements will not be able to be delivered to the community.

ATTACHMENTS

AT - 1 The Quarterly Budget Review Statement - December 2024 - (*Distributed under separate cover*).

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

10.4.2. CS - Draft Submission to the Office of Local Government Model Meeting Code Amendments – (95496, 96333)

Previous Item: 10.4.5, Ordinary (12 November 2024)

Directorate: Corporate Services

PURPOSE OF THE REPORT

The purpose of this report is to present Council with the Office of Local Government's Consultation Draft on A New Model Code of Meeting Practice (Consultation Draft), and Council's draft submission in response to the Consultation Draft.

EXECUTIVE SUMMARY

In December 2024, the Office of Local Government released A New Model Code of Meeting Practice Consultation Draft advising a review of the Model Code of Meeting Practice for Local Councils in NSW (Model Meeting Code) is underway and seeking feedback from Councils in relation to the proposed changes.

The views of the Local Government sector, key stakeholders and the community are being sought on the proposed amendments. The deadline for submissions is Friday, 28 February 2025.

This report sets out a draft submission from Hawkesbury City Council in response to the Consultation Draft for Council's endorsement.

RECOMMENDATION

That Council endorse the Draft Hawkesbury City Council submission to the Office of Local Government in response to the Model Code of Meeting Practice Consultation Draft as included as Attachment 2 to this report.

BACKGROUND

In December 2024, the Office of Local Government by way of Circular 24-23 (Circular) released a New Model Code of Meeting Practice Consultation Draft and (marked up) Model Code of Meeting Practice for Local Councils in NSW 2024. The Circular advised that the Model Meeting Code was under review with the proposed amendments, as part of the NSW Government's agenda, to ensure that Councillors are visibly in control of their Councils, demonstrating to the community that decision making is genuinely local.

It is noted that the reform of the Code and Procedures governing how Councillors gather, debate and make decisions, was flagged by the Minister for Local Government as part of the discussion paper issued in September 2024 (Councillor Conduct and Meeting Practice: A New Framework).

The proposed amendments to the Model Meeting Code are the first tranche of reforms to the regulation of meetings. The second tranche will be legislated in 2025 as part of the measures implemented to reform the regulation of Councillor conduct and will have a particular focus on behaviour at meetings.

Feedback received by the Office of Local Government will be used to inform the amendments that are ultimately made to the Model Meeting Code.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Written submissions in response to the Consultation Draft are being sought from the Local Government sector, key stakeholders and the community on the proposed amendments. The closing date for submissions is Friday, 28 February 2025.

DISCUSSION

Office of Local Government A New Model Code of Meeting Practice Consultation Draft

The Office of Local Government (OLG) Consultation Draft (Consultation Draft) outlines that Council meetings are where a Council's most important decisions are made, and where Councillors, as democratically elected representatives, set the future direction of their Council. It is important that meetings are effective, allow for robust, respectful debate and result in actionable outcomes for New South Wales communities.

The OLG has advised that there has been a shift in the culture in Local Government, where debate in Council meetings has been stifled by Code of Conduct complaints that aim to silence Councillors from expressing contrary views. There have been too many cases where Councillors have resorted to disorderly conduct, distracting from the critical work that is done in Council Meetings.

The OLG states that by making changes to the Model Code of Meeting Practice for Local Councils in NSW, they hope to set a new balance between Mayors, Councillors and the General Manager, and restore dignity to the Council Chamber.

Proposed Changes

The OLG Consultation Draft has provided an overview of the proposed changes to the Model Meeting Code, which aims to support the NSW State Government's agenda to restore dignity to the Council Chamber. These are:-

Promoting transparency, integrity and public participation

The proposed amendments aim to promote greater transparency and public participation by:-

- Removing pre-meeting Councillor briefings;
- Requiring information considered at Closed Meetings to be made public after it ceases to be confidential, as recommended by the Independent Commission Against Corruption (ICAC);
- Requiring recordings of meetings to be published on Council websites for longer;
- Providing that Councils must not make final planning decisions without a staff report containing an assessment and recommendation, as recommended by the ICAC;
- Requiring Councils to give reasons where a decision is made on a planning matter that departs from the staff recommendation, as recommended by the ICAC.

Promoting the dignity of the Council Chamber

The proposed amendments aim to promote the dignity of the Council Chamber by:-

- Enhancing the authority of the Mayor, who will be able to call Extraordinary meetings and remove restrictions on Mayoral Minutes;
- Requiring Councillors to stand when a Councillor addresses the meeting, or when the Mayor enters the Chamber, as well as by mandating modes of address at meetings;

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

- Removing the option for Councils to reduce the duration of speeches;
- Making clear to the community that decisions are made in Council Meetings and not in other forums that the community cannot access;
- Refining the definitions of disorder to remove phrases that could be weaponised to impede debate;
- Providing a default that Councillors are to attend meetings in person;
- Restricting the circumstances in which the Council may withhold a leave of absence;
- Removing the option for staff to attend meetings by audio-visual link;
- Strengthening the deterrence against disorder by codifying the common law position that allows Councillors to be expelled from successive meetings where they fail to apologise for an act of disorder at an earlier meeting.

Depoliticising the role of the General Manager

The proposed amendments aim to depoliticise the role of the General Manager by:-

- Removing the requirement for General Managers to prepare reports for notices of motions;
- Providing that the Mayor, not the General Manager, has discretion on whether Council staff should respond to questions with notice;
- Conferring responsibility on the Council to determine staff attendance at meetings.

Simplifying the Model Meeting Code

The proposed amendments aim to simplify the Model Meeting Code by:-

- Streamlining the Model Meeting Code by removing unnecessary provisions;
- Removing the non-mandatory rules governing public forums;
- Simplifying the rules governing public representation to the Council on closure of meetings to the public;
- Simplifying the rules for dealing with urgent business without notice at meetings;
- Simplifying the rules of debate by removing the provisions allowing motions to be foreshadowed;
- Mandating some current non-mandatory provisions including those allowing meetings to be cancelled or held by audio-visual link in the event of natural disasters and public health emergencies and those governing Councillors' attendance at meetings by audio-visual link.

Restricting Councils from holding briefing sessions

Proposed amendments to the Local Government (General) Regulation 2021 will restrict Councils from holding briefing sessions. The amendments will establish the appropriate ways Councillors are to make decisions and receive information based on the following principles:

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

- Decision making by Councillors must be through a resolution adopted at a Council or Committee meeting;
- Information is to be provided to Councillors through clear and established channels;
- The distribution of information in a meeting or format that is not consistent with the above pathways, is not permitted;
- The Mayor will not be subject to these restrictions and may receive information in order to undertake their functions under the Act.

A copy of the OLG Consultation Draft and (marked up) Model Code of Meeting Practice for Local Councils in NSW 2024 is included at Attachment 1 to this report.

Hawkesbury City Council Draft Submission

Council staff have prepared a draft submission in response to the proposed reforms. The draft submission has been included as Attachment 2 to this report.

Should Council endorse the draft submission, the submission will be forwarded to the OLG by the deadline of Friday, 28 February 2025.

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.

4.4 Build strong relationships and shared responsibilities.

4.5 Encourage a shared responsibility for effective compliance.

FINANCIAL IMPACT

There are no financial implications applicable to this report.

RISK MANAGEMENT CONSIDERATIONS

There are no risk considerations applicable to this report. The OLG has sought feedback from the Local Government sector, key stakeholders and the community to assist in informing the future of Councillor conduct and meeting practices.

ATTACHMENTS

AT - 1 Office of Local Government *A New Model Code of Meeting Practice* Consultation Draft and (marked up) Model Code of Meeting Practice for Local Councils in NSW 2024 - (*Distributed under separate cover*).

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

AT - 2 Hawkesbury City Council Draft Submission to the Office of Local Government Consultation Draft - (*Distributed under separate cover*).

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ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

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ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

10.4.3. CS - Investment Report - December 2024 – (95496, 96332)

Previous Item: 4.4.6, Ordinary (14 May 2024)

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 \$104 million in investments as at 31 December 2024 and outlines that all investments were made in accordance with the Local Government Act, 1993, the Local Government (General) Regulation, 2021 and Council's Investment Policy.

RECOMMENDATION

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

BACKGROUND

Council held \$104 million in investments as at 31 December 2024. 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 4 below provide details regarding the \$104 million in investments as at 31 December 2024.

Table 1: Summary of Council's Investment Portfolio as at 31 December 2024

Product Type	Face Value	% of Total
Term Deposits - Fixed Rate	\$85,500,000	82%
Floating Rate Notes	\$4,850,000	5%
NSW TCorp Long Term Growth Fund	\$1,156,267	1%
At Call Deposits	\$12,633,656	12%
Grand Total	\$104,139,923	100%

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

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

Long Term Credit Rating	Face Value	% of Total
AA	\$81,633,656	78%
A	\$20,350,000	20%
BBB	\$1,000,000	1%
NSW TCorp Long Term Growth Fund	\$1,156,267	1%
Grand Total	\$104,139,923	100%

Table 3 – Fixed Term Deposits

Table 3 – Fixed Term Deposits

Financial Institution	Long Term Rating	Maturity Date	Interest Date	Face Value
Bendigo Adelaide	A-	5-Feb-25	5.10%	\$2,000,000
		21-May-25	5.10%	\$2,000,000
		20-Aug-25	5.15%	\$2,000,000
Bank of Queensland	BB+	9-Jul-25	5.18%	\$2,000,000
		30-Mar-28	4.80%	\$1,000,000
National Australia Bank	A1+	8-Jan-25	5.05%	\$4,000,000
		20-Feb-25	5.00%	\$1,000,000
		19-Mar-25	5.40%	\$4,000,000
		26-Mar-25	5.37%	\$2,500,000
		26-Mar-25	5.00%	\$1,000,000
		10-Apr-25	5.40%	\$2,000,000
		24-Apr-25	5.30%	\$2,000,000
		24-Apr-25	5.05%	\$1,500,000
		7-May-25	5.30%	\$3,000,000
		7-May-25	5.10%	\$1,000,000
		7-May-25	5.00%	\$4,000,000
		25-Jun-25	5.50%	\$1,500,000
		25-Jun-25	5.45%	\$1,500,000
		9-Jul-25	5.10%	\$2,000,000
		13-Aug-25	5.10%	\$2,000,000
		10-Dec-25	5.00%	\$1,000,000
		15-Oct-25	5.15%	\$2,000,000
RaboBank	A2	29-Oct-25	5.15%	\$2,000,000
		20-Nov-25	5.16%	\$2,000,000
		3-Dec-25	5.14%	\$2,000,000
Suncorp	A1+	15-Jan-25	5.18%	\$1,500,000
		24-Jan-25	5.18%	\$2,000,000

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

Financial Institution	Long Term Rating	Maturity Date	Interest Date	Face Value
		24-Jan-25	5.22%	\$2,000,000
		5-Feb-25	5.20%	\$2,500,000
		20-Feb-25	5.26%	\$3,000,000
		24-Apr-25	5.05%	\$3,500,000
		11-Jun-25	5.07%	\$2,000,000
		11-Jun-25	5.12%	\$1,000,000
		09-Jul-25	5.07%	\$2,000,000
		23-Jul-25	5.07%	\$2,000,000
		23-Jul-25	5.12%	\$2,000,000
		17-Sep-25	5.12%	\$1,000,000
		17-Sep-25	5.12%	\$2,000,000
Westpac	AA-	8-Jan-25	5.07%	\$1,000,000
		20-Feb-25	4.97%	\$2,000,000
		10-Apr-25	5.07%	\$4,000,000
		2-Apr-25	5.17%	\$1,000,000
			Grand Total	\$85,500,000

Table 4: Floating Rate Notes

Institution	Maturity	Yield	Face Value
Macquarie Bank	14-Sep-26	5.31%	\$800,000
Suncorp	13-Mar-29	5.44%	\$500,000
Bank of Queensland	30-Apr-29	5.67%	\$2,050,000
Bendigo Adelaide	14-May-27	5.43%	\$500,000
AMP	13-Sep-27	5.73%	\$1,000,000
		Grand Total	\$4,850,000

2. Environmental, Social and Governance (ESG) Investment

Tables 5 and 6 below provide the details on Environmental, Social and Governance (ESG) investments and the proportion compared to the total Investment Portfolio.

Table 5: ESG Investments

Institution	Maturity	Rate	Face Value
AMP	13-Sept-27	5.73%	\$1,000,000
Bank of Queensland	9-Jul-25	5.18%	\$2,000,000
	30-Mar-28	4.80%	\$1,000,000
	30-Apr-29	5.67%	\$2,050,000
Bendigo Adelaide	5-Feb-25	5.10%	\$2,000,000
	21-May-25	5.10%	\$2,000,000
	20-Aug-25	5.15%	\$2,000,000

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

Institution	Maturity	Rate	Face Value
	14-May-27	5.43%	\$500,000
Rabobank	15-Oct-25	5.15%	\$2,000,000
	29-Oct-25	5.15%	\$2,000,000
	20-Nov-25	5.16%	\$2,000,000
	3-Dec-25	5.14%	\$2,000,000
Suncorp	15-Jan-25	5.18%	\$1,500,000
	24-Jan-25	5.18%	\$2,000,000
	24-Jan-25	5.22%	\$2,000,000
	5-Feb-25	5.20%	\$2,500,000
	20-Feb-25	5.26%	\$3,000,000
	24-Apr-25	5.05%	\$3,500,000
	11-Jun-25	5.07%	\$2,000,000
	11-Jun-25	5.12%	\$1,000,000
	9-Jul-25	5.07%	\$2,000,000
	23-Jul-25	5.07%	\$2,000,000
	23-Jul-25	5.12%	\$2,000,000
	17-Sep-25	5.12%	\$1,000,000
	17-Sep-25	5.12%	\$2,000,000
	13-Mar-29	5.44%	\$500,000
Westpac	8-Jan-25	5.07%	\$1,000,000
	10-Apr-25	5.07%	\$4,000,000
		Grand Total	\$52,550,000

Table 6: Summary of Council's Investment Portfolio in Terms of ESG

Product Type	Face Value	% of Total
Non Fossil Fuel Lending ADIs	\$47,550,000	46%
- AMP	\$1,000,000	
- Bank of Queensland	\$5,050,000	
- Bendigo Adelaide	\$6,500,000	
- Rabobank Australia	\$8,000,000	
- Suncorp Bank	\$27,000,000	
Socially Responsible Investment	\$5,000,000	5%
- Westpac	\$5,000,000	
Fossil Fuel Lending ADIs	\$50,433,656	48%
- Commonwealth Bank	\$12,633,656	
- Macquarie Bank	\$800,000	
- National Australia Bank	\$34,000,000	
- Westpac	\$3,000,000	
Other	\$1,156,267	1%

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

Product Type	Face Value	% of Total
- NSW TCorp Long Term Growth Fund	\$1,156,267	
Grand Total	\$104,139,923	100%

3. Compliance to Investment Policy

Tables 7 to 8 below summarise Council's exposure limits to the credit ratings bands, term to maturity parameters and compliance with Council's Investment Policy.

Table 7: Exposure Limits to credit ratings bands

Long-Term Credit Rating	% of Portfolio	Policy Maximum	Compliant with Policy
AA	78%	100%	Yes
A	20%	60%	Yes
BBB	1%	50%	Yes
NSW TCorp Funds	1%	20%	Yes

Table 8: Term to Maturity

Term to Maturity	% of Portfolio	Policy Range	Compliant with Policy
Between 0 and 1 years	94%	40% - 100%	Yes
Between 1 and 5 years	6%	0% - 60%	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 9 below.

Table 9: Portfolio Return

31 December 2024	Monthly Return (Annualised)	Financial Year to Date (Annualised)
Hawkesbury City Council – Investment Portfolio	5.06%	4.77%
Benchmark – Bloomberg Ausbond Bank Bill Index	4.53%	4.50%
Performance Relative to Benchmark	0.53%	0.27%

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

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

include a certificate as to whether investments have been made in accordance with the Act, the Regulation, and the Council's Investment Policy.

Investment Certification

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

DISCUSSION

Council's investments and returns achieved are driven and impacted by economic and market conditions. Council's Investment Advisor, Prudential Investment Services Corp has reviewed Council's investments as at 31 December 2024 and has advised of the following:-

"Council's investment portfolio returned 5.06%p.a. for the month versus the bank bill index benchmark's 4.53%pa return. Over the past 12 months, the investment portfolio has returned 4.71% versus the bank bill index benchmark's 4.47%.

The NSW TCorp Long Term Growth Fund recorded a positive result for the month, +0.09% (actual), despite the falls in the US, European and Australian share markets in December. The drop in long dated interest rates boosted marked to market performance on bonds, both in the fund and those held directly, helping offset the impact of the poor share performance.

Without marked-to-market influences, Council's investment portfolio yielded 5.17%pa for December. This is based on the actual interest rates being received on existing investments and excludes the underlying changes to the market value of the FRNs and growth fund.

During December, Council had maturities of \$6.5m among four term deposits, including a long dated deposit that was broken early in order to reinvest in a higher yielding option. The average yield of the maturing deposits was 4.72%pa. Council invested \$9m across five deposits with maturities between 7 and 12 months yielding an average of 5.14%pa, which was a good result as rates in this range subsequently dropped below 5%pa at the end of the month.

Council has \$10.5m in term deposits maturing in January. Looking forward the following is recommended for consideration over the coming month:

- Depending on future expenditure requirements, fixed rate TDs remain recommended for terms up to 12 months and floating rate notes, whose interest rate is reset quarterly based on the prevailing 3mo BBSW rate plus a credit margin, for holdings that can be invested beyond 12 months.*
- With the market currently expecting the RBA to cut the cash rate by up to 50bps within months, locking in anything above 5%pa is difficult. Bank of Queensland, Bendigo/Adelaide and AMP are the best options in the six month area at 5%+pa.*
- Suncorp remains competitive in the 6-10 month range in the 4.95%pa area. AMP occasionally has specials, like 5.05%pa at 9 months, but Council will first need to be onboarded with them to invest in their term deposits.*
- If the RBA does cut rates as predicted, the rates currently on offer in the 4.90% - 5.05% area will look quite attractive in mid-2025.*
- While long term rates (> 12 months) have dropped off sharply, margins on new floating rate note (FRN) issues have remained competitive. Council has established a good, high*

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

quality FRN portfolio. New FRN issues suitable for Council will continue to be monitored and recommended when appropriate.

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 31 December 2024 included funds that are restricted as to what they can be expended on.

Table 10: Restriction of Funds

Restriction Type	December 2024	%	November 2024	%
External Restrictions - S7.11 and S7.12 Developer Contributions	\$29,176,689	28.02%	\$28,938,994	27.75%
External Restrictions - Bushfire and Flood Grants	\$7,540,050	7.24%	\$7,379,905	7.08%
External Restrictions - West Invest Program	\$9,256,396	8.89%	\$9,357,802	8.97%
External Restrictions - Other (e.g. domestic waste, sewerage, loans)	\$4,370,724	4.20%	\$3,560,638	3.41%
Internal Restrictions (e.g. election, workers compensation, Employee Leave Entitlements)	\$33,473,256	32.14%	\$31,962,860	30.65%
Unrestricted	\$20,322,808	19.51%	\$23,080,165	22.14%
Total	\$104,139,923	100%	\$104,280,364	100%

As there are timing differences between the accounting for income and expenditure in line with the Operational 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 used for any purpose other than that specified. Externally restricted funds include funds relating to Section 7.11

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

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 income applicable is provided for in the Adopted 2024/2025 Operational Plan.

RISK MANAGEMENT CONSIDERATIONS

The recommendation in this report is to receive and note the performance of Council's Investment Portfolio. Should Council not proceed with the recommendation, there is a minimal reputational risk to Council, as legislative compliance is met by the report being tabled to Council. Financial risks are mitigated through the application of Council's Investment Policy when making investment decisions and do not apply to the actual report itself.

ATTACHMENTS

There are no supporting documents for this report.

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ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

10.5. INFRASTRUCTURE SERVICES

10.5.1. IS - Quarter 2 - 2024/2025 Capital Expenditure and Project Report – (95495)

Directorate: Infrastructure Services

PURPOSE OF THE REPORT

The purpose of this report is to respond to Council’s resolution at its Ordinary Meeting of 18 April 2023 to provide a quarterly status update on Council Capital Projects. This report is intended to increase the level of transparency and accountability in delivery of Council's Capital Works Program.

This is the second Capital Expenditure and Projects Report compiled for the 2024/2025 financial year and while primarily reporting on capital projects delivered by the Infrastructure Recovery, Project Delivery and Western Sydney Infrastructure Grants program teams, it will also provides broad commentary on Council’s overall program.

As per advice within the first quarter report, the content will be reviewed to understand Council’s capacity to deliver, not only from a delivery perspective but also regarding support services that are integral for the capital program to be delivered.

The report outlines overall project status, consider risks for Grant Funded projects, authorities' approvals and planning approvals that may hinder or alter the commencement of any given project.

EXECUTIVE SUMMARY

This report covers a high-level review of all capital expenditure and details matters of scope, progress, time, and budget for major capital projects within the Capital Program team. By introducing this more frequent reporting, Council seeks to increase the level of accountability to its community and the level of transparency over the progress of its more significant capital projects. The report will outline overall project status, consider risks for Grant funded projects, approvals and planning approvals that may hinder or alter the commencement of any given project.

The Capital Program team currently has a Capital Works Program of \$130 million in value for the 2024/2025 financial year after Quarterly Budget Review 1 adjustments. At the end of Quarter 2, the actual spend for Capital Works Program is \$31 million year to date, and commitments of \$32 million. Rephasing of individual projects, allowing for delays, actual costs and variations, results in a revised Capital Works Program of \$110 million in value.

The updated forecasts have been reflected in the Quarterly Budget Review Statements contained in this business paper.

RECOMMENDATION

That Council receive and note the Quarter 2 - 2024/2025 Capital Projects Report.

BACKGROUND

At the Council meeting on 18th April 2023, Council resolved;

“Receive a major capital project update report, on a quarterly frequency, outlining the key elements of scope, progress, time and budget.”

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

This is the second Capital Projects Report compiled for the 2024/2025 Financial year and follows on from the format and basis for reporting to Council in 2024/2025 on all Capital projects.

As advised previously the content is continually being reviewed to understand Council's capacity to deliver, not only from a delivery perspective but also regarding support services that are integral for the capital program to be delivered.

This report will look at Council's capacity to deliver and review budgeted amounts in line with actual expenditure and delivery now that two quarters have been completed. This will lead to recommendations for the quarterly review as per the previous quarter but also provide a stronger forecast for actual annual spend.

DISCUSSION

The purpose of this report is to increase the level of transparency and accountability in delivery of Council's Capital Works Program. This must be balanced with respect to the competing demands that increased reporting places on the organisation. It is not intended that every capital project be included in reports; an appropriate level of discrimination must be applied to ensure that a focus is maintained on those projects which are of both a high interest and a high impact to the broader community and that the costs of increased reporting do not outweigh the benefits that lesser projects seek to deliver to the community.

Whilst it is clear with the Western Sydney Infrastructure Grants (formerly WestInvest) Program and the Infrastructure Recovery program of projects that each project would be incorporated into the major capital project report, it is less so with the more routine projects that Council ordinarily delivers. To achieve this balance, projects with complexity and/or risk, have been included in this report, and commentary has been provided at an Asset Program level for the remainder of the Capital Works Program.

A full financial report on the Capital Works Program is included in this Business Paper as part of the second Quarter Budget Review Statement.

Capital Works Program 2024/2025

The Capital Works Program currently has a capital expenditure budget forecast of \$130 million for the 2024/2025 financial year after Quarterly Budget Review 1 adjustments. At the end of Quarter 2, the actual spend for capital projects is \$31 million year to date, and commitments of \$32 million.

The three main capital expenditure teams of Project Delivery, Western Sydney Infrastructure Grants (WSIG) and Infrastructure Recovery (IR) have reviewed progress to date and their forecast delivery for the remaining six months of 2024/2025, accounting for various factors including project delays, variations, procurement results and changes to grant funding deeds as part of the Quarter 2 Budget Review Statement. As a result of this, the Program has been reduced by \$19 million to \$110 million.

PROJECT DELIVERY

Project Delivery Project Update Table

Category	Project	Location	Q2 Status
Building			
	Design and construction of building amenities at Navua Reserve	Navua Reserve	Construction - Feb
	Deerubbin Art Gallery lighting upgrade	Regional Gallery	Procurement
	Extension and upgrade of the Breakaway amenities building	The Breakaway	Procurement

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Category	Project	Location	Q2 Status
	Brinsley Park Amenities demolition and upgrade	Brinsley Park	Procurement
	Argyle Bailey demolition and construction new amenities building	Argyle Bailey	Procurement
	Deerubbin Park amenities upgrade of showers, toilets and changerooms	Deerubbin Park	Design 90%
	New Technology Hub at Deerubbin Library	Hawkesbury Central Library	Design 80%
Open Space			
	Bounty Reserve Playground Upgrade	Bligh Park	Design 50%
	Frank Mason Playground Upgrade	South Windsor	Procurement
	Reserve Playground Upgrade	Church Street	Procurement
	Breakaway Oval Car Park	Freemans Reach	Complete
	Field and Lighting Upgrade for the Vineyard Oval	Vineyard	Design 25%
	Freemans Reach installation of playground and furniture	Freemans Reach	Complete
	Wilberforce Playground equipment installation	Wilberforce	Complete
	Indigenous and endemic edible garden	Windsor	Construction
	Colbee Park Upgrade – Stage 1	Colbee Park	Construction
	Jack Gow Playground Upgrade	Jack Gow Memorial Park	Complete
	Macquarie Park enhancement project	Macquarie Park	Construction
	Yarramundi Reserve Upgrade	Yarramundi	Construction
	Bensons Car Park 1	Bensons Lane	Construction
	Deerubbin Floodlighting Upgrade	Cornwallis	Design
CLIRP & OLG			
Flood Recovery Grant			
	Howe Park Stabilisation (2) of embankment	Howe Park	Construction - Feb
	Argyle Bailey Memorial Reserve, embankment stabilisation and bridge construction	Ebenezer	Construction - Feb
	Luke Worsley Pedestrian Bridge Repair	Rickaby's Creek	Construction
	Churchills Wharf Reserve embankment stabilisation	Sackville	Construction
	Governor Phillip Park Embankment Stabilisation	Governor Phillip Park	Construction - Feb
Roads - Transport			
	Bowen Mountain Road from Westbury Road to Serpentine Lane	Bowen Mountain	Complete

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Category	Project	Location	Q2 Status
	White Place, South Windsor- road rehabilitation	South Windsor	Complete
	Bridge Replacement – drainage culvert, headwall and gravel seal road reconstruction	Willow Glen Road	Complete
	Argyle Street - road rehabilitation, kerb and gutter replacement and construction of new road pavement.	South Windsor	Complete
	Blackman Crescent, road rehabilitation, kerb and gutter replacement and construction of new road pavement.	South Windsor	Complete
	Greens Road, Lower Portland - Seal Gravel Road	Lower Portland	Design
	Scheyville Road, Maraylya from Niech Road to Pitt Town Dural Road intersection	Maraylya	Complete
	Packer Road, Blaxlands Ridge from Putty Road to West Portland Road	Blaxlands Ridge	Construction
	Kurmond Road, road rehabilitation works	Freemans Reach	Complete
	Spinks Road, Glossodia from Rose Crescent to Golden Valley Drive	Glossodia	Construction
	Kurmond Road, Kurmond - from End R/About at Crooked Lane to Property 1170	Kurmond	Construction
	Comleroy Road, East Kurrajong failed sections between East Kurrajong Road to Brown Road	East Kurrajong	Construction
	Grose Vale Road, North Richmond failed sections between Pecks Road to Highland Entrance	North Richmond	Construction
	Oakville Road, Oakville failed sections between Saunders up to Oakville Public School	Oakville	Construction
	Wire Lane, Freemans Reach - from Kurmond Road to Terrace Road	Freemans Reach	Construction - Jan
	Riverview Street, North Richmond from Pitt Lane to Grose Vale Road	North Richmond	Construction
	Berger Road, South Windsor from Ham Street to Snailham Cres	South Windsor	Construction - Jan
	March Street, Richmond from East Market Street to Bourke Street	Richmond	Procurement
	George Street, Windsor from Tebbutt Street to Hawkesbury Valley Way	Windsor	Procurement
	Valder Avenue, Hobartville from Cornwell Avenue to Horborrow Avenue	Hobartville	Procurement
	Lindsay Place, Glossodia from Failed section between Golden Valley Drive to Golden Valley Drive	Glossodia	Procurement
	Grose Wold, Road, Grose Wold failed sections between Grose Vale Road and Avoca Road	Grose Wold	Procurement

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

Category	Project	Location	Q2 Status
Blackspot Projects			
	Terrace Road North Richmond black Spot program	North Richmond	Procurement
	Drummond and Mileham Streets Roundabout upgrade	South Windsor	Procurement
	Rifle Range Road, traffic calming devices blackspot program	Bligh Park	Procurement
	Frances and West Market Streets traffic calming devices	Richmond	On hold
Roads to Recovery			
	Sackville Road, Wilberforce from Old Sackville Road to Change in Seal Age	Sackville	Design
	Mileham Street, South Windsor from Bell Street to Argyle Street	Kurrajong	Design
	Mileham Street, South Windsor from Bell Street to Argyle Street	South Windsor	Design
	George Street, Windsor from rail overpass to Bell Street	South Windsor	Design
Stormwater			
	Avondale Road, Drainage upgrade	Pitt Town	Design only
	Reedy Road, Drainage upgrade	Cattai	Design only
	Coromandel Road, Drainage upgrade	Ebenezer	Design only
	Price Lane stormwater culvert and pit installation	Agnes Banks	Procurement

Accelerated Grant Funding Projects

The Project Delivery team have progressed a number of grant funded projects which have been accelerated (due to the need to meet funding deadlines):

- Yarramundi Reserve repair and upgrade of recreational assets – construction commenced 13 January 2025 with anticipated completion by April 2025.
- Macquarie Park Enhancement Project – construction commenced 12 November 2024 with anticipated completion end of May 2025.
- Riverbank Recreation Repair and Restoration Project
 - Argyle Bailey commenced in January 2025
 - Howe Park commenced onsite in February 2025
 - Rickabys Creek commenced January 2025

All of the above are anticipated to be completed by May 2025

- Churchill Wharf Reserve commenced late in 2024 and has been completed.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

- Colbee Park Resilience Upgrade - commence early Feb 2025 with anticipated completion by June 2025.
- Governor Phillip Park Power Boat Club, Local Government Flood Grant – design consultant engaged February 2025

These anticipated completion dates are subject to the impacts of weather over the remainder of the project's timeline.

Hawkesbury Fire Control Centre

Council, in partnership with the NSW Government, is in the process of developing the new Hawkesbury Emergency Services Precinct, incorporating the new Hawkesbury District Fire Control Centre, to replace the Macquarie Road, Wilberforce Centre.

The Emergency Services Precinct Masterplan concept schematic has been agreed to by Council and NSW RFS, with architectural and landscape concepts now being developed, along with the detailed layout of the new Fire Control Centre and preparation of detailed plans to support the preparation of the Review of Environmental Factors and tender package. Supporting investigations have/will shortly be commenced/ing.

Council Officers met with senior RFS leadership, including Deputy Commissioners and the Commissioner, late last year to reconfirm the importance of the Fire Control Centre and the ongoing commitment of the RFS to the new Centre.

Wilberforce Rural Fire Brigade Station

Detailed design has commenced for the early works component and construction of the new Brigade Station. Obtaining relevant approvals has commenced with a pre-DA meeting being held and preparation of the DA and REF documents being undertaken since the last report to Council.

WESTERN SYDNEY INFRASTRUCTURE GRANTS

The Western Sydney Infrastructure Grants Program (WSIG), formerly West Invest, for Hawkesbury City Council comprises 10 projects, all of which have funding deeds executed. The WSIG Team also delivers the Liveability Projects which has a different funding stream.

Council have resourced the program delivery team with project and program level governance framework established for decision making and to manage risks, issues and escalations. These comprise of Technical Working Group (TWG), Project Control Group (PCG), Program Control Committee (PCC) and Executive Steering Committee (ESC).

The majority of the projects funded by the Western Sydney Infrastructure Grant (WSIG) remain in the Planning and Design phase. An exception is Woodbury, where the pump track and mountain bike trails have been completed. Additionally, Fernadell is currently in the construction procurement stage for its landscape and amenities building, while the community centre is undergoing Development Application assessment.

Initial cost estimates for most projects indicated potential budget overruns, apart from the Wayfinding project. To address this, extensive value engineering and cost management strategies have been implemented, involving close collaboration between designers, quantity surveyors, and key stakeholders. These efforts, combined with the successful outcomes of the Thriving Suburbs Grants, have now positioned Fernadell, Woodbury, Kurrajong to Kurmond Cycleway, and Turnbull Oval projects on track to be delivered within the allocated budget. The WSIG team will continue to monitor project progress as designs advance and construction is procured, ensuring ongoing alignment with the available budget and timelines. To address budget shortfalls, additional funding opportunities are

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

actively being explored, with grant applications submitted to support the development of multi-courts at Turnbull Oval and the cycleway bridge at Rickabys Creek.

For projects facing budget constraints, value management is being undertaken during design phase and reduced scope options will be assessed against the short-term and medium-to-long-term outcomes outlined in the Outcome Logic Map (OLM) within the funding deed. Any proposed scope adjustments will be submitted to the funding body for approval through a variation request, subject to a viability review.

A successful outcome has been achieved with the NSW Office of Sport to extend the completion date for the Multisport Community Fund deed to 30 June 2026. This extension also provides more achievable progressive milestones, ensuring the project remains on track for successful delivery.

Community consultations are ongoing on all projects as per the approved Consultation and Engagement Plans.

The below table provides a summary of the current project phase and progress percentage, along with a comparison of the overall health status to the previous quarter.

Project Name	Capital Project Phase	Project % Progress	Q1 Overall Project Health Status	Q2 Overall Project Health Status
WSIGP - Fernadell Park Recreation Facilities	Procurement (Landscape) + Design (Community Centre)	48	Potential Issue - Cost escalation and Multisport Grants deadline	On Track
WSIGP - Wayfinding signage	Design	83	On Track	On Track
WSIGP - North Richmond Precinct	Planning	15	Potential Issue - Cost Escalation, Interdependency, Co-funding	Potential Issue - Cost Escalation, Co-funding deadline
WSIGP - Oasis Aquatic and Fitness Centre	Design	25	Potential Issue - Cost Escalation	Potential Issue - Cost Escalation, POM Approval
WSIGP - Richmond Swimming Centre	Design	15	Potential Issue - Cost Escalation	Potential Issue - Cost Escalation
WSIGP - Kurmond Cycleway	Design	27	Potential Issue - Cost Escalation	Potential Issue – Design Delay, TfNSW Approvals
WSIGP - Rickabys Creek Cycleway	Design	21	Potential Issue - Cost Escalation & TfNSW Approval	Potential Issue - Cost Escalation, Design Delay, TfNSW Approval
WSIGP - Turnbull Oval	Design	22	Potential Issue - Cost Escalation	Potential Issue – Delay in Design, POM approval
WSIGP - Tamplin Field Redevelopment	Design	24	Potential Issue - Cost Escalation	Potential Issue - Cost Escalation
WSIGP - Woodbury Reserve	Design + Construction	33	MTB & Pump track completed. On Track	On Track

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Project Name	Capital Project Phase	Project % Progress	Q1 Overall Project Health Status	Q2 Overall Project Health Status
Liveability Project – Stage 1 (Railway Bridge to Fitzgerald St.)	Construction	85	On track	On Track
Liveability Project – Stage 1a – Thompson Square - Baker St. to Bridge Road)	Construction	30	On track	On Track
Liveability Project – Stage 1b (Windsor Mall -Fitzgerald St. to Baker St)	Design	20	Potential issue – Funding shortfall & Grant deadline	On Track

By the second quarter of FY 2024/2025, two additional projects have been successfully realigned to be 'on track' through the resolution of co-funding deadlines and budgetary constraints, resulting in a total of four out of eleven projects now being on track.

Five projects still face potential cost escalations based on initial estimates. Value engineering with scope reductions and staging options will be implemented. As designs progress, these will be re-assessed against more refined cost estimates, while concurrently exploring alternative funding opportunities to ensure financial viability.

Four projects are reliant on external factors, such as co-funding deadlines, Plan of Management approval, and authority approvals for design.

For the Liveability Project – Stage 1b, provision has been made in the 2025/26 budget planning process for Council to fund the project beyond 30 June 2025 (grant deadline) in accordance with Council's resolution from the 10th December 2024.

1. Project Status Summary

North Richmond Community Precinct

Council have engaged NSW Public Works to provide specialist project management services on behalf of Council. An Operational Working Group has been established by Community Planning and Partnerships to determine strategic approach for community facilities. A Risk Management Workshop has been conducted, and the risk register is being updated. The project Procurement Plan has been reviewed and is being updated. RFT documentation, including the Scope of Services is being updated for procurement of the Principal Design Consultant, with a target to issue the tender early February 2025. Further consultation with Council's Development Assessment team and review of planning pathways has identified that the project will be a Regionally Significant Development since it's estimated development cost exceeds \$5M and will require approval from the Sydney Western City Regional Planning Panel. This has a potential nine-month approval pathway. The team have reviewed the implication this would have on the Disaster Resilience funding for the Emergency Evacuation facility which has a strict deadline of 30 June 2026. Discussions are ongoing with the NSW Reconstruction Authority to extend the deed timeline through an alternate, streamlined delivery model. This model aims to expedite the delivery of the emergency evacuation centre as a standalone facility by refurbishing and developing the youth centre. This approach aims to mitigate delays caused by extended planning approval timelines associated with projects classified as 'Regionally Significant Developments'.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

The proposed alternate delivery model has received support from both internal and external stakeholders. This model mitigates delays due to extended approval timelines, aligns better with the co-funding deadline (with shorter time extension required), and provides a phased approach that allows the NRCC to remain operational during the construction of the remaining precinct facilities. Once this option has been further refined, it will be presented to the Executive Steering Committee for endorsement, with the final scope of the NRCP project brought to Council for endorsement in line with the adopted Community Engagement Plan.

Oasis Aquatic and Fitness Centre

The project Procurement Strategy has been developed, with the recommendation to package the Oasis design and construction with the Richmond Swimming Centre project, to leverage the offering to the market and exploit efficiencies in the design process and specifications across both sites.

The RFT documentation for the Principal Design Consultant has been drafted, and the tender issued 21 January with a closure date of 18 February 2025. Final draft for Plan of Management for Church Street Reserve is ready and the report is targeted to be submitted to Council for approval in the next quarter.

Redevelopment of Richmond Swimming Centre

Council have engaged NSW Public Works to provide specialist project management services for design and up to construction procurement. Concept design options, cost estimates and forecast operational models have been completed. A report was delivered to Council in December 2024 detailing the project status and the concept options with associated costs. The recommendation to proceed with Concept Plan option C was endorsed. Tender documentation for the Principal Design Consultant has been drafted, and the tender issued 21 January with a closure date of 18 February 2025.

Fernadell Park and Community Facility Development

100% design for the landscaping elements is completed and request for tender (RFT) for Construction of sporting field, landscape and amenities building was issued on 29 November 2024 with tender closing on 7 February 2025. Design for the community centre is completed and Development Application submitted for assessment. The designs will be finalised post-DA assessment followed by construction procurement.

A successful outcome has been achieved with the NSW Office of Sport to extend the completion date for the Multisport Community Fund deed to 30 June 2026. This extension provides more achievable progressive milestones, ensuring the project remains on track for successful delivery.

Council received notification of the successful outcome of its application to the Thriving Suburbs Program Grant, securing a \$6.7M grant. This significant additional funding will enable development of the full precinct as per the Masterlan.

Tamplin Field Redevelopment

A principal design consultant has been engaged for the detailed design of the sports field and amenities design. A draft flood study report has been received and reviewed, but corrections are required. These corrections can only be made once the 50% detailed design is completed. The REF process has been initiated but is currently on hold pending the landscape design. The Department of Education has confirmed that the Hobartville Public School fence will be relocated in the 2024/2025 fiscal year and contact has been made with their contractor.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Turnbull Oval

The concept designs for two options for the amenities building has been prepared and consultation completed with the stakeholders. RFT for the detailed design of amenities building refurbishment and extension is under review by procurement for advertising. The landscape design is in progress with concept designs reviewed by council. A Tree Removal/Retention Plan has been received and forwarded for ecological assessment. The REF is in progress and the Plan of Management (PoM) is progressing.

To address budget shortfall, a grant application to develop the multi-sport courts at Turnbull Oval has been submitted to the Crown Reserves Improvement Fund (CRIF).

Woodbury Reserve Upgrade

Construction of the BMX Pump Track and Mountain Bike Trails is completed. Council has awarded the Design and Construct contract for the Skate Park to specialist contractors CONVIC and final design has been submitted to Council and Community for review and feedback/endorsement.

Landscape and sporting field design is complete with tender documents in progress. The design has been value-managed based on the 80% QS estimates to align the scope to the project budget.

Wayfinding Signage

Variation for changing the number of LGA entry signs has been approved by the funding body. Council received endorsement from Indigenous Community Focus group on the PCG endorsed draft-artwork mock-up of the suburb-entry sign and LGA entry gate signs. The endorsed designs are being sent to the designers for final artwork design and signage fabrication.

Rickaby's Creek Cycleway

Concept design for the bridge will be completed in January 2025 with 3D renders for community exhibition. Request for quotation (RFQ) documents are being prepared to procure detailed design. The concept design for the shared path is in progress in consultation with Transport for NSW, targeted to be completed by March 2025 followed by RFT for procurement of detailed design. Geotech Investigation, REF, Biodiversity Assessment and Aboriginal heritage Due Diligence is complete.

To address budget shortfall for the new cycleway bridge on Rickaby's Creek, a grant application has been submitted to the Australian Government's Active Transport Fund.

Kurrajong to Kurmond Cycleway

Concept design is 90% complete with detailed design procured and in progress. It is targeted to be completed by May 2025 at this stage. REF is endorsed.

Liveability

Stage 1 (Railway Bridge to Fitzgerald St.) - Sectors 1 to 8 are complete. Paving for all sectors are complete. Remaining works include Sectors 9 and 10 which consists of the following Road work blisters and crossings (currently in progress), Light poles (75% complete) and an updated outdoor dining area Infront of Riverview mall. All works targeted to be completed by the end February 2025 except for the Outdoor dining area, which is pending Design RFIs for the planter boxes.

Stage 1a (Thompson Square - Baker Street. to Bridge Street) - Construction contract awarded with letter of award issued. Since the lead time for pavers are on critical path in the schedule, pavers were ordered before Christmas shutdown last year.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

Stage 1b (Windsor Mall -Fitzgerald St to Baker St.) - Detailed design at 90% with design presented to the Technical Working Group for review. Since the lead time for pavers are on the critical path in the schedule, pavers were ordered before Christmas shutdown last year.

The funding hard deadline is 30 June 2025. As per council resolution in meeting dated 10 December 2024, provision has been made in the budget for 2025/2026 for funding the project from Council reserves post June 2025.

Heritage approvals are needed for several work locations such as Thompson Square. Due to the central location of the works, safety is always a major concern as all work areas are trafficable locations. Close coordination is required with the community during construction works. Due to the age of the area, latent conditions and service heights present constant challenges throughout the construction phase, leading to constant need for re-design and movement of any inground works.

The Council resolution made at the 18 April 2023 meeting also requires the minutes of the Executive Steering Committee to be attached to this report, as the formal feedback loop to Councillors and the community on the program governance and assurance process.

The minutes from the 24 September 2024 and 10 December 2024 Executive Steering Committee meetings are attached to this report.

INFRASTRUCTURE RECOVERY

1. Program Status Summary

Council is continuing to deliver the reconstruction of essential public assets, these works are being funded by the Disaster Recovery Funding Arrangements provided by the State and Commonwealth Governments. This program of works is being delivered by Council under the Infrastructure Recovery program.

To date, Council has completed over \$90 million worth of reconstruction works to Council assets since 2021. Council has also completed additional \$11 million worth of landslip repair works on Settlers Road, on behalf of Central Coast Council. A total over \$165 million of funding has been approved across various project by Transport for NSW.

Table 3 - Infrastructure Recovery FY2024/2025 Financial Summary

Approved Program Lifecycle Budget	Full Year Actuals FY2023/24	Total Actuals YTD Q2 FY2024/25	Total Forecast FY2024/25
\$166,884,076	\$27,387,218	\$14,512,220	\$31,979,875

Thomas James Bridge

The approaches to Thomas James Bridge, on Settlers Road and the adjacent rock face were seriously damaged during the March 2022 flood, and again during the July 2022 flood events. The road serves as a critical link for residents of the Macdonald Valley. It is also the oldest in-use convict-built bridge in mainland Australia, circa 1830s, and is an important heritage aspect of the Old Great North Road – World Heritage Walk.

Commencing 18 September 2023, the contractor Delaney Civil is well underway, starting with debris clearing from the major landslip along with the deconstruction of the convict bridge following the opening of the temporary access road to maintain full-time resident access.

The approved Essential Public Asset Reconstruction (EPAR) funding limit is:

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

- \$17.5 million – Thomas James Bridge (EPAR – Transport for NSW Greater Sydney)
- \$17 million – Settlers Road Landslip (EPAR - Transport for NSW North) - Joint project between Hawkesbury City Council and Central Coast Council.
- \$1.4 million – Settlers Road Landslip at Road Chainage 300m (EPAR – Transport for NSW Greater Sydney)

The Settlers Road Landslip works are completed, with vegetation establishment and road repair being completed before Christmas last year. Originally, the reconstruction of Thomas James Bridge was planned to be completed by March 2025, however due to additional time required to safely remove heritage sandstone blocks, uncovering of variable and unexpected ground conditions, and additional structural concrete work to stabilise the foundation, the project completion time has been extended to June 2025.

Once complete, Thomas James Bridge will retain its unrestricted road access while maintaining its heritage aspects.

Cornwallis Restoration

Cornwallis Road, Cornwallis – Road and Stormwater Culvert Reconstruction tender submissions have been evaluated, with the tender submitted by Menai Civil Contractors Pty Ltd deemed the most competitive. The letter of award was issued on the 9 December 2024, with site establishment occurring in late January 2025.

The lump sum construction contract is under the approved funding budget, with the project completion expected during the third quarter of 2025.

Gorricks Run Causeway

Construction to the new culvert bridge and concrete accessway is now complete. The tonnage limit for the road has been extinguished and the old creek crossing is now fully removed.

With the project coming in under budget, Council's nursery provided 600 plants that have been planted in the disturbed areas facilitating the stabilisation of the creek embankment. The labour costs associated with planting the plants have been included in the project funding, with council funding the supply of the locally indigenous plants.

AGRN 1119 and 1129 (April and June 2024 flood events)

Assessment of the scope of the funding relating to the natural disaster events that occurred in 2024 are under review by Transport for NSW (TfNSW). The HCC project team are expecting to receive approval for the Essential Public Asset Reconstruction (EPAR) works mid-February. The Emergency works (EW) and Immediate Reconstruction Works (IRW) for both events are completed, approved and invoiced with a combined estimated value of \$1 million – these works were completed within a 3-month window after the declaration of the natural disaster.

COMMUNITY ENGAGEMENT

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

Each project and/or program is subject to its own community consultation or community engagement process in line with Council's Community Engagement Policy.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

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.

1.4 Facilitate the delivery of infrastructure through relevant agencies for Council's own works.

Protected Environment and Valued History

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

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

Strong Economy

3.1 Creating an integrated and well-maintained transport system is an important local priority.

Reliable Council

4.1 Provide representative, responsive and accountable governance.

4.2 Encourage an informed community.

4.8 Facilitate the delivery of infrastructure through relevant agencies and Council's own works.

FINANCIAL IMPACT

There are no financial implications applicable to this report.

RISK MANAGEMENT CONSIDERATIONS

In considering the delivery of Council's Capital Program, if the Program does not proceed as expected there will be a direct risk to Council's reputation and its ability to achieve its strategic delivery goals for various infrastructure. A proportion of this also relates to Council's infrastructure asset backlog. The lack of delivery of the Capital Program would also have a direct impact on Council's ability to meet its objectives and goals at a strategic level in some cases.

A large portion of Council's Capital Program is funded by various grant bodies which also require compliance with funding deeds and delivery dates. This also links directly to the risk of not achieving Council's forecast expenditure targets. This could also jeopardise external relationships with various funding bodies and undermine future opportunities for external funding to increase Council's Program.

In some instances where assets are relied on by the community in the delivery of services, there would also be operational risks linked to delivery of services for customers.

Council must also ensure a rigorous process to develop its Capital Program to ensure it is able to meet its projected forecasts for asset replacement, improvement and expenditure.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025

ATTACHMENTS

AT - 1 Minutes of WSIG Executive Steering Committee 24 September 2024

AT - 2 Minutes of WSIG Executive Steering Committee 10 December 2024

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

Attachment 1 - Minutes of WSIG Executive Steering Committee 24 September 2024



Western Sydney Infrastructure Grants Program
Executive Steering Committee
Meeting #11

Minutes

Tuesday, 24 September 2024 at 1:00pm – 2:00pm
Online via Microsoft Teams & Small Committee Room

ATTENDEES	Elizabeth Richardson, General Manager Will Barton, Director Infrastructure Services - Secretariat Laurie Mifsud, Director Corporate Services Meagan Ang, Director City Planning Vanessa Browning, Chief Financial Officer Phil Moore, Capital Program Director Rupesh Shah, Program Manager, WSIG Program Leanne Miller-Bassett, A/Program Manager, WSIG Program Chelsea Jordan, Executive Assistant - Minute Taker, non-voting
APOLOGIES	-
GUESTS	-

1 APOLOGIES

Nil.

2 DECLARATION OF INTERESTS

Nil.

3 MINUTES OF LAST MEETING

The minutes of the previous meeting held 27 August 2024 were received and accepted.

4 MATTERS ARISING

Nil.

5 REVIEW OF ACTIONS

The Open Actions register was reviewed.



6 STATUS SUMMARY

DISCUSSION

PM provided status update of the projects underway as part of the Western Sydney Infrastructure Grants Program (WSIG).

North Richmond Community Precinct

The interdependency with the Childcare construction project is under assessment with options being reviewed. This has an impact to program. Further analysis of cost drivers is being undertaken, budget shortfall anticipated.

Oasis Aquatic and Fitness Centre

Scope adjustments aligned with community feedback and review underway. Further analysis of cost drivers is being undertaken, budget shortfall anticipated.

Richmond Swimming Centre Redevelopment

Concept Feasibility review commenced. Project workshop with architect undertaken to review scope. Further analysis of cost drivers is being undertaken, budget shortfall anticipated.

Fernadell Park & Community Centre

Project team are finalising the Services Detailed Design and DA packages. Cost Estimate for the project to be finalised based on the Detailed Design.

Tamplin Field

Preparation of RFT documentation for sports field and amenities design underway. Cost estimate for revised scope is in progress. Communication & Engagement plan has been drafted. Further analysis of cost drivers is being undertaken, budget shortfall anticipated.

Turnbull Oval

Assessment underway of potential impact relating to separate Sydney Water project works. Communication & Engagement plan has been drafted. Further analysis of cost drivers is being undertaken, budget shortfall anticipated.

Woodbury Reserve

Signage for Pump track and Mountain Bike Trails in progress. Skate park design and construct contract being finalised.

Wayfinding Signage

Signage finalisation underway. It was noted the reported overall financials to be updated.

Cycleway Bridge over Rickabys Creek

Working through concept design options consultation with TfNSW. Awaiting TfNSW appointment of project manager. Council to liaise with TfNSW on funding opportunities.

Kurrajong to Kurmond Cycleway

Finalisation of consultant for detailed design at the advanced stage of completion. Communication & Engagement plan has been drafted. Council to liaise with TfNSW on funding opportunities.

ACTION M11.A1: WB to request TfNSW for funding opportunities in relation to Cycleway projects.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025



Liveability

Stage 1 paving to be completed prior to Light Up Windsor event. Consultation with stakeholders has been thorough. Design finalisation of stage 1a underway.

7 MATTERS ESCALATED

7.1 North Richmond Community Precinct / Childcare Centre & OOSH interdependency
Design options and servicing delivery options discussed.

ACTION M11.A2: ER and MA to further investigate servicing options relating to North Richmond OOSH.

Concept design for NRCC to proceed on basis that Chas Perry Memorial Community Centre removed.

7.2 Oasis Aquatic & Leisure Centre Concept Design cost estimate vs available budget
Design options discussed. Further options analysis of QS report to be completed.

7.3 WSIG Program Overall Program Budget and Status
Project team to seek advice from WSIG Program Office regarding funding allocations. Further options analysis to be completed. Workshop with Councillors to be arranged to discuss.

ACTION M11.A3: Workshop with Councillors to be arranged to discuss WSIG Program.

7.4 Tamplin Field Communication and Engagement Plan for endorsement

DISCUSSION

Engagement plan for Tamplin Field was discussed for endorsement.

RESOLUTION

The Executive Steering Committee resolved to endorse the Tamplin Field Communication & Engagement Plan.

7.5 Turnbull Oval Communication and Engagement Plan for endorsement

DISCUSSION

Engagement plan for Turnbull Oval was discussed for endorsement.

RESOLUTION

The Executive Steering Committee resolved to endorse the Turnbull Oval Communication & Engagement Plan.

7.6 Kurrajong to Kurmond Cycleway Communication and Engagement Plan for endorsement

DISCUSSION

Engagement plan for Kurrajong to Kurmond Cycleway was discussed for endorsement.

RESOLUTION

The Executive Steering Committee resolved to endorse the Kurrajong to Kurmond Cycleway Communication & Engagement Plan.

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025



8 OTHER BUSINESS

8.1 Risk Register

Risk register was noted.

9 DATE AND LOCATION OF NEXT MEETING

DISCUSSION:

Next meeting scheduled to be held Tuesday 22 October 2024, 1pm via Microsoft Teams subject to Councillor appointments.

10 ACTION REGISTER

Open Actions

Ref	Item	Responsible	Due Date	Status
M11.A1	WB to request TfNSW for funding opportunities in relation to Cycleway projects.	WB	Oct 2024	New
M11.A2	LR and MA to further investigate servicing options relating to North Richmond OOSH.	ER, MA	Nov 2024	New
M11.A3	Workshop with Councillors to be arranged to discuss WSIG Program.	WB	Nov 2024	New
M03.A4	Decision to be made on who will form the Independent Gateway Review panel. <i>Update: Details being worked through.</i>	ELT	Q2 FY24/25	In Progress

Closed Actions

Ref	Item	Responsible	Due Date	Status
M10.A1	Project team to feed back to the ESC the consultation that has been undertaken for the Turnbull Oval project and any scope impacts against original requirements. <i>Update: Details circulated on 6/09/24.</i>	LMB	6 Sep 2024	Complete

Meeting Closed at: 2:00pm

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025

Attachment 2 - Minutes of WSIG Executive Steering Committee 10 December 2024



Western Sydney Infrastructure Grants Program
Executive Steering Committee
Meeting #12

Minutes

Tuesday, 10 December 2024 at 1:00pm – 2:00pm
Small Committee Room

ATTENDEES	Councillor Les Sheather, Mayor - Chair Councillor Sarah McMahon, Deputy Mayor - Deputy Chair Elizabeth Richardson, General Manager Will Barton, Director Infrastructure Services - Secretariat Laurie Mifsud, Director Corporate Services Meagan Ang, Director City Planning Francesco Rombola, Chief Financial Officer Phil Moore, Capital Program Director Rupesh Shah, Program Manager, WSIG Program Chelsea Jordan, Executive Assistant - Minute Taker, non-voting
APOLOGIES	-
GUESTS	-

1 APOLOGIES

Nil.

2 DECLARATION OF INTERESTS

Standing declarations

- Councillor McMahon - Less than Significant Non-Pecuniary Interest with the Turnbull Oval project.

3 MINUTES OF LAST MEETING

The minutes of the previous meeting held 24 September 2024 were received and accepted.

4 MATTERS ARISING

Nil.

5 REVIEW OF ACTIONS

The Open Actions register was reviewed.



6 STATUS SUMMARY

DISCUSSION

RS provided status update of the projects underway as part of the Western Sydney Infrastructure Grants Program (WSIG).

North Richmond Community Precinct

Further advice from flood consultant is being sought regarding overland flooding impacts to the site. The Federal Disaster Resilience grant due date is being discussed to extend, along with review of staging options to assist with timelines.

Oasis Aquatic and Fitness Centre

The design and tendering has been packaged with Richmond Pool contract through Public Works. Discussions underway with other Councils that are delivery similar WSIG projects, to understand schedules, contractors and lessons learnt.

ACTION M12.A1: Project team to have further discussion on options for joint procurement with other Councils conducting WSIG pool projects and feedback to ESC.

Richmond Swimming Centre Redevelopment

Report has been submitted for the 10 December Council meeting for decision on preferred Concept Design option. Risk discussed regarding the budget shortfall.

Fernadell Park & Community Centre

Thriving Suburbs Grant Funding approved. Design of the Community Centre is now at 90%.

ACTION M12.A2: Project team to circulate the Fernadell Community Centre design to ESC.

Discussion on the neighbouring dam and management as part of the works. Council's Operations team are part of the working group, providing input into the design and maintenance requirements.

Tamplin Field

The tender evaluation for the Principal Design Consultant has been completed and preparation to award the contract is underway. Risk discussed regarding the early estimates from quantity surveyor (QS). A staging option will be considered. Discussion ongoing with grant body regarding utilising funding between projects and what may be possible.

Turnbull Oval

The stakeholder comments have been incorporated into the refurbishment concept for the amenities building. Grant funding application submission for multiuse courts. Sydney Water project works impact on the project design is being worked through.

Woodbury Reserve

The Landscape design is at 90%. The initial QS estimates have been received and feedback has been provided by the project team for reworking.

Cycleway Bridge over Rickabys Creek

There have been delays due to Transport for NSW's review and approval process. Impact to schedule is being managed.

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 18 February 2025



Kurrajong to Kurmond Cycleway

Delay impacts to schedule are being managed.

Wayfinding Signage

Completion of the endorsement process from the focus group.

Liveability

Report has been submitted for the 10 December Council meeting for decision on Stage 2. Stage 1a procurement is being finalised. Risk of the lead time for pavers is being managed.

7 MATTERS ESCALATED

7.1 Woodbury Reserve Communication and Engagement Plan for endorsement

DISCUSSION

Engagement plan for Woodbury Reserve was discussed for endorsement.

RESOLUTION

The Executive Steering Committee resolved to endorse the Woodbury Reserve Communication & Engagement Plan.

7.2 Cycleway over Rickaby's Creek Communication and Engagement Plan for endorsement

DISCUSSION

Engagement plan for Cycleway over Rickaby's Creek was discussed for endorsement.

RESOLUTION

The Executive Steering Committee resolved to endorse the Cycleway over Rickaby's Creek Communication & Engagement Plan.

8 OTHER BUSINESS

8.1 Risk Register

Risk register was noted.

9 DATE AND LOCATION OF NEXT MEETING

DISCUSSION:

Next meeting scheduled to be held Tuesday 25 February 2025, 1pm via Microsoft Teams subject to Councillor appointments.

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 18 February 2025



10 ACTION REGISTER

Open Actions

Ref	Item	Responsible	Due Date	Status
M12.A1	Project team to have further discussion on options for joint procurement with other Councils conducting WSIG pool projects and feedback to ESC.	RS	Q3 FY24/25	New
M12.2	Project team to circulate the Fernadell Community Centre design to ESC.	RS	Dec 2024	New
M11.A2	ER and MA to further investigate servicing options relating to North Richmond OOSH. <i>Update: Ongoing, meeting with Dept Education.</i>	ER, MA	Q3 FY24/25 Nov 2024	In Progress
M03.A4	Decision to be made on who will form the Independent Gateway Review panel. <i>Update: Details being worked through.</i>	ELT	Q2 FY24/25 (MAR)	In Progress

Closed Actions

Ref	Item	Responsible	Due Date	Status
M11.A3	Workshop with Councillors to be arranged to discuss WSIG Program.	WB	Nov 2024	Complete
M11.A1	WB to request TfNSW for funding opportunities in relation to Cycleway projects.	WB	Oct 2024	Complete

Meeting Closed at: 1:44pm

oooO END OF REPORT Oooo

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

11.1.1. ROC - Local Traffic Committee - 20 January 2025 - (82045)

Directorate: Infrastructure Services

PURPOSE OF THE REPORT

The purpose of this report is to present the Minutes of the Local Traffic Committee, held on 20 January 2025.

EXECUTIVE SUMMARY

The Local Traffic Committee considered five 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 Local Traffic Committee Meeting held on the 20 January 2025.

DISCUSSION

The Committee reviewed considered staff reports on a range of matters as shown in the attached minutes (Attachment 1). The following items require specific consideration by Council.

- Item 4.1.1. Proposed Signposting and Line Marking for the Vineyard Precinct at 202, 208, 216 and 226 Commercial Road, Vineyard and 1 Putland Place, Vineyard - DA0133/22 - (Hawkesbury)
- Item 4.1.2. Proposed Traffic Calming Road Safety Treatments along Rifle Range Road, Collith Avenue and Porpoise Crescent, Bligh Park (Hawkesbury)
- Item 4.2.1. Parramatta Cycling Club Road Cycling Races 2025 - Oakville Events (Hawkesbury)
- Item 4.2.2. Mountain Lagoon Endurance Ride Weekend - March 2025 - Mountain Lagoon & Upper Colo (Hawkesbury)
- Item 4.2.3. Convict 100 Mountain Bike Event 2025 - St Albans (Hawkesbury)

ATTACHMENTS

AT - 1 Minutes of the Local Traffic Committee held on 20 January 2025

Attachment 1 - Minutes - Local Traffic Committee - Monday 20 January 2025



Local Traffic Committee

Date of meeting: 20 January 2025
Location: Remote Location
Time: 3:00 PM

MINUTES

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

Table of Contents

1. AGENDA..... 4

 Welcome 4

 Apologies 4

 Declaration of Interests 4

2. CONFIRMATION OF MINUTES..... 5

3. BUSINESS ARISING..... 6

4. REPORTS FOR DETERMINATION 7

 4.1. GENERAL TRAFFIC..... 7

 4.1.1. LTC - Proposed Signposting and Line Marking for the for the Vineyard Precinct at 202, 208, 216 and 226 Commercial Road, Vineyard and 1 Putland Place, Vineyard - DA0133/22 - (Hawkesbury) - (80245, 73621, 123265) 7

 4.1.2. LTC - Proposed Traffic Calming Road Safety Treatments along Rifle Range Road, Collith Avenue and Porpoise Crescent, Bligh Park (Hawkesbury) - (80245, 123265)..... 12

 4.2. SPECIAL EVENTS 16

 4.2.1. LTC - Parramatta Cycling Club Road Cycling Races 2025 - Oakville Events (Hawkesbury) - (80245, 82935) 16

 4.2.2. LTC - Mountain Lagoon Endurance Ride Weekend - March 2025 - Mountain Lagoon & Upper Colo (Hawkesbury) - (80245, 85005, 82375) 26

 4.2.3. LTC - Convict 100 Mountain Bike Event 2025 - St Albans (Hawkesbury) - (80245, 85193) 35

 4.3. FOR INFORMATION 44

5. GENERAL BUSINESS 45

This is page 3 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

1. AGENDA

Welcome

Minutes of the Meeting of the Local Traffic Committee held Remotely on 20 January 2025, commencing at 3pm.

ATTENDANCE

- Present:** Councillor Mike Creed
Mr Thile Somaratne, Transport for NSW
Mrs Felicity Findlay (Office of Member for Hawkesbury)
- Apologies:** Senior Constable Damien Mitchell, NSW Police Force
Inspector Ben Watson, NSW Police Force
- In Attendance:** Mr Christopher Amit, Hawkesbury City Council (Chair)
Mrs Cathy Mills, Hawkesbury City Council
Mr Rob Wainhouse, Hawkesbury City Council

Apologies

RESOLVED on the motion of Councillor Mike Creed, seconded by Mrs Felicity Findlay, that the apologies be accepted.

Declaration of Interests

There were no Declarations of Interest made.

This is page 4 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

2. CONFIRMATION OF MINUTES

The Committee resolved on the motion of Councillor Mike Creed, seconded by Mrs Felicity Findlay, that the minutes from the previous meeting held 11 November 2024 be confirmed.

This is page 5 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

3. BUSINESS ARISING

There was no business arising from the previous minutes.

This is page 6 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

4. REPORTS FOR DETERMINATION

4.1. GENERAL TRAFFIC

- 4.1.1. LTC - Proposed Signposting and Line Marking for the for the Vineyard Precinct at 202, 208, 216 and 226 Commercial Road, Vineyard and 1 Putland Place, Vineyard - DA0133/22 - (Hawkesbury) - (80245, 73621, 123265)**

INTRODUCTION:

The Land and Environment Court granted Development Consent to DA0133/22 (LEC No: 2022/211239) to construct road and drainage works to create 112 single dwelling residential lots zoned R2 low density residential, one single dwelling residential lot zoned E4 environmental living lot, one lot zoned RE1 for future public recreation, one lot zoned SP2 infrastructure for future classified road and 2 lots for temporary stormwater detention. A Follow-up Modification Consent No. MOD0043/24 has been granted for this site. The proposed development is within the suburb of Vineyard and within five properties located at No. 202 Commercial Road (Lot 11 DP 1274807), No. 208 Commercial Road (Lot 3 DP 224860), No. 216 Commercial Road (Lot 1 DP 244901), No. 226 Commercial Road (Lot 2 DP 244901), and No. 1 Putland Place (Lot 3 DP 244901). The site is bounded by Commercial Road, Putland Place, Menin Road, O'Dell Street, Flammulina Crescent and surrounding properties as outlined in Figures 1 and 2.

The development will provide for five new roads as part of an internal road network within the development site connecting to Commercial Road, Putland Place, Menin Road, O'Dell Street and Flammulina Crescent. Works will also be undertaken along Commercial Road and Putland Place as well as the intersections formed by Commercial Road (East and West), Menin Road and Putland Place.



Figure 1: Site Locality within the Vineyard Precinct

This is page 7 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025



Figure 2: Site Extent and Road Layout

DISCUSSION:

The proposed road network, as outlined in Figure 3, will connect to Commercial Road, Putland Place, Menin Road, O'Dell Street and Flammulina Crescent. The proposed roads are listed below with their corresponding road widths between kerbs:

- Commercial Road - Collector Road 6.5m Carriageway (Half Road Construction – Partial Length). 13m Carriageway when full road construction is completed.
- O'Dell Street - Collector Road 13m Carriageway (Full Road Construction – Partial Length). O'Dell Street is proposed to extend from Putland Place, across the future Menin Road extension, to Commercial Road. Menin Road is a future Sub-arterial Road connecting from Chapman Road to Boundary Road and is subject to construction by TfNSW. Until these works are undertaken by TfNSW, O'Dell Street will terminate in the vicinity of the future Menin Road extension and will be provided with a temporary cul-de-sac radius of 12m.
- Putland Place - Local Road 4.5m Carriageway (Half Road Width Construction – Full Length). 9m Carriageway when these works are completed as the opposite side of the road has been constructed as part of another development.
- Road 2 - Local Road 9m Carriageway with a cul-de-sac radius of 8.5m (Full Road Width Construction – Full Length)

This is page 8 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- Road 3 - Local Road 9m Carriageway with a temporary cul-de-sac radius of 12m (Full Road Width Construction - Partial Length).
- Road 4 - Local Road 9m Carriageway with a temporary cul-de-sac radius of 12m (Full Road Width Construction - Partial Length).
- Road 5 - Local Road 9m Carriageway (Full Road Width Construction – Full Length)
- Road 6 - Local Road 9m Carriageway with a cul-de-sac radius of 8.5m (Full Road Width Construction – Full Length).



Figure 3: Road Layout and Road Names

All intersections as part of this development are T-Junctions. Signposting and line marking locations are consistent across all intersections for this development in accordance with the conditions of consent.

The existing T-Junction of Commercial Road and Menin Road will have pavement widening undertaken and associated linemarking of Double Barrier centre line (BB) and Edge lines (E1). The priority intersection layout will remain with Commercial Road (east) terminating at the priority

This is page 9 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

movement of Commercial Road (west) and Menin Road. Commercial Road (east) will be controlled with a Stop sign supplemented with a Stop sign ahead. Currently the intersection operates under a Giveway control. Intersection warning signs will be provided on all three approaches to further define the intersection location. With the increase in traffic expected at this location and due to the skew angle that Commercial Road (east) intersects at this location, the Stop control will improve safety. TB1 linemarking will be provided at the intersection to maintain the travel path of vehicles travelling westbound. The Stop line (TF) will be placed behind the TB1 line to improve visibility of the stop position for motorists.

O'Dell Street which has a 13m carriageway will be linemarked for its full length with a Double Barrier centre line (BB) and Edge lines (E1) with 3m parking lanes and 3.5m travelling lanes taking into account adjustments to the linemarking at its intersection with Road 5. Putland Road will be line marked with Double Barrier centre lines (BB) of 15m to each side road intersection approach.

The internal intersections of the local roads with a 9m carriageway will be linemarked with a Double Barrier centre line (BB) of 15m to each intersection approach, with the Junction having a Give Way control and Holding line (TB/TB1). The Give Way treatments are for:

- Road 2 at its intersection with Flammulina Crescent.
- Road 3 at its intersection with Road 4.
- Road 4 at its intersection with Putland Road.
- Road 5 at its intersections with Road 3 and O'Dell Street.
- Road 6 at its intersection with Putland Road.

The bends in Roads 2, 3 and 6 due to their limiting radii, will be treated with Double Barrier centre lines (BB), No Stopping zones and curve advisory signs to ensure vehicular movement is not restricted. The cul-de-sacs (8.5m radius) in Roads 2 and 6 are to be sign posted with No Parking zones.

Temporary cul-de-sacs (12m radius) are proposed at the ends of Roads 3, 4 and O'Dell Street and are to remain operational until works on the Menin Road extension is undertaken. Temporary end road chevron signage "D4-5" are to be located at the end of each temporary cul-de-sac 4 to delineate to traffic no access beyond this point. The temporary cul-de-sacs are to be sign posted with a temporary No Parking zones.

All temporary zones will be reviewed when the works on the Menin Road extension and adjoining sites are undertaken and actioned accordingly if they are to be adjusted or removed. Details of the proposed signage and line marking is outlined in the Plans prepared by Orion Consulting (22-0235-01-SWC-800-C, 22-0235-01-SWC-801-C, 22-0235-03-RA-800-C, and 22-0235-03-RA-801-C) – Attachments 1 to 4.

Swept/Turning path diagrams (Attachment 5 to 20) have been provided for the 8.8m design vehicle (Service Vehicle-MRV Truck) and the 12.5m check vehicle (SU-HRV Truck). The swept paths for the check vehicle (12.5m SU-HRV Truck) has shown some encroachments over the BB line at the respective Junctions with the design vehicle (8.8m MRV Truck) clearing the BB line. The purpose of the check vehicle is to ensure that there are no physical barriers prohibiting the manoeuvre. On this basis, the manoeuvres are acceptable, taking into consideration the road dimensions, geometry, grades, and kerb returns are in accordance with the relevant standards.

The design plans have been prepared by Orion Consulting (Project Ref. 22-0235 and 21-0166) ensuring compliance of the road design, and that all relevant standards and road widths can accommodate the proposed line marking treatments in accordance with the relevant standards.

This is page 10 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

The signage and line marking plans prepared by Orion Consulting (22-0235-01-SWC-800-C, 22-0235-01-SWC-801-C, 22-0235-03-RA-800-C, and 22-0235-03-RA-801-C) has been submitted to the Local Traffic Committee for concurrence and approval in accordance with the Development Consent conditions.

Summary:

The Signage and Line marking plan prepared by Orion Consulting (22-0235-01-SWC-800-C, 22-0235-01-SWC-801-C, 22-0235-03-RA-800-C, and 22-0235-03-RA-801-C) associated with the Development Application DA0133/22 be implemented.

RECOMMENDATION TO COMMITTEE:

The Signage and Line marking plan prepared by Orion Consulting (22-0235-01-SWC-800-C, 22-0235-01-SWC-801-C, 22-0235-03-RA-800-C, and 22-0235-03-RA-801-C) associated with the Development Application DA0133/22 be implemented.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Mike Creed, seconded by Mr Thile Somaratne.

Support for Recommendation: Unanimous support.

The Signage and Line marking plan prepared by Orion Consulting (22-0235-01-SWC-800-C, 22-0235-01-SWC-801-C, 22-0235-03-RA-800-C, and 22-0235-03-RA-801-C) associated with the Development Application DA0133/22 be implemented.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

4.1.2. LTC - Proposed Traffic Calming Road Safety Treatments along Rifle Range Road, Collith Avenue and Porpoise Crescent, Bligh Park (Hawkesbury) - (80245, 123265)

INTRODUCTION:

Funding to the value of \$330,000 has been provided under the Australian Government Black Spot Program (Project Number P.0084944) to improve the safety and functionality along Rifle Range Road, Collith Avenue and Porpoise Crescent, Bligh Park and within the extent outlined in Figure 1.

This location, as a result of its injury crash history, has met the criteria for the funding and it is proposed that traffic safety and traffic calming treatments which include Speed Humps (Watts Profiles), incorporated with median traffic islands and kerb blisters, pedestrian fencing, linemarking and signage, to improve the safety and functionality along Rifle Range Road, Collith Avenue and Porpoise Crescent, Bligh Park be undertaken.

DISCUSSION:

The works will include the Installation of Speed Humps (Watts Profiles), incorporated with median traffic islands and kerb blisters, pedestrian fencing, linemarking and signage. The original scope was for seven (7) sites, however funding has been provided for four of the seven sites. The following Site numbering is based on the original scope that includes Sites 02, 03, 06 and 07.

1. Site 02: Rifle Range Road, adjacent to the property boundary of Nos 25 and 27 Rifle Range Road.
2. Site 03: Collith Avenue, adjacent to No. 2 Collith Avenue and approximately 10metres north-east of Rifle Range Road.
3. Site 06: Rifle Range Road, adjacent to the corner property of No. 120 Porpoise Crescent and approximately 20metres north-west of Porpoise Crescent (eastern connection to Rifle Range Road).
4. Site 07: Porpoise Crescent, adjacent to No. 120 Porpoise Crescent and approximately 10metres south-west of Rifle Range Road.

This is page 12 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING
11. RECEIPT OF MINUTES OF OTHER COMMITTEES
Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE
Meeting Date: 20 January 2025

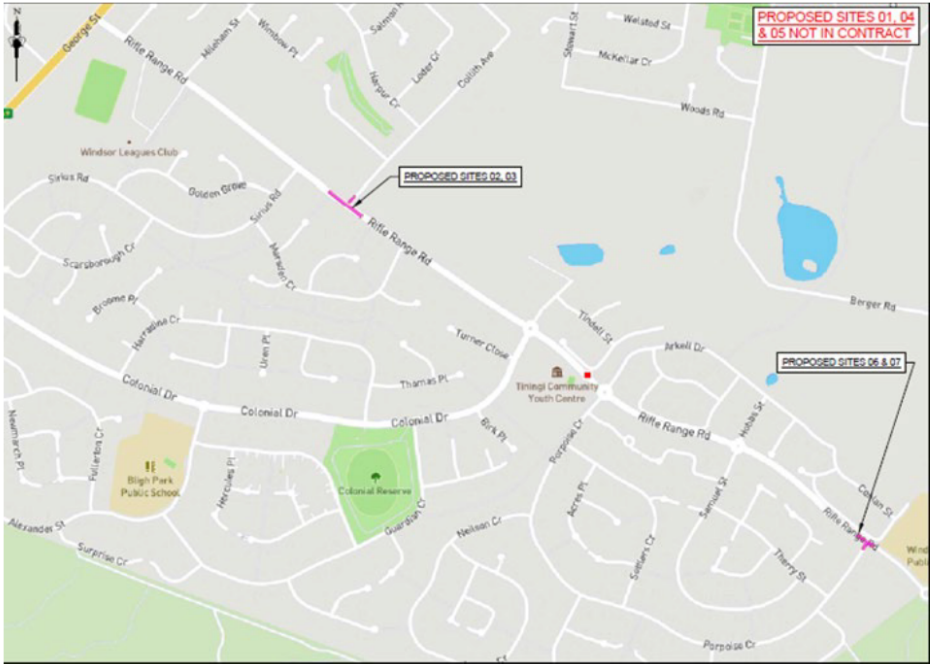


Figure 1: Project Extent along Rifle Range Road, Bligh Park

The Crash pattern along Rifle Range Road at this location is made up of the following road user movement (RUM) crashes; 'near side' (01), 'U-Turn' (40), 'left off carriageway into object' (71) and 'off carriageway, left on left hand bend into object' (87). There were four Injury Accidents recorded between July 2016 and June 2021. The crash locations are outlined in Figure 2 and Attachment 6.

The speed limit along Rifle Range Road, Collith Avenue and Porpoise Crescent is a mix of 40km/h and 50km/h with School zones operating along these roads as well. This area is predominantly residential with a bus service that travels along these roads.

This is page 13 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025



Figure 2: Crash Diagram – Rifle Range Road, Bligh Park

The proposed traffic calming devices on Rifle Range Road, Collith Avenue and Porpoise Crescent in the vicinity of Bede Polding College and Windsor Park Public School is to reduce the overall speed of vehicles travelling along Rifle Range Road and the surrounding road approaches to Rifle Range Road and also to mitigate the existing road safety issues. These works are a staged approach and part of a broader treatment that is targeted to not only reduce the overall speed of vehicles travelling along Rifle Ragne Road but also to improve safety at the Intersections of Collith Avenue, Sirius Road and Porpoise Crescent (eastern connection to Rifle Range Road) for pedestrians. These additional treatments are the subject of future funding being available.

In addition to the proposed additional three Speed Hump (Watts Profiles) from the original scope of seven treatments, other future road safety measures include three Pedestrian Refuges as listed below:

1. Speed Hump (Watts Profiles) at:
 - a) No.1 Rifle Range Road.
 - b) No.43 Rifle Range Road.
 - c) Rifle Range Road between Samuel Street and Porpoise Crescent (western connection to Rifle Range Road).
2. Pedestrian Refuges at:
 - a) Collith Avenue at Rifle Range Road.
 - b) Sirius Road at Rifle Range Road.
 - c) Porpoise Crescent (eastern connection to Rifle Range Road) at Rifle Range Road.

The provision of the safety improvements, at the four proposed locations, will result in the loss of 2 parking spaces at each location, due to the kerb blister, resulting in the loss of a total of 8 parking spaces. The loss of parking is balanced by the safety improvements provided across the broader

This is page 14 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

community for both drivers and pedestrians. Further parking is available within this area, with the existing parking currently not being fully utilised.

Consultation:

Consultation with residents, generally within the extent of the proposed works and as outlined in Figure 1, has been undertaken without any concerns or objections raised. The consultation also included Bede Polding College located on the corner of Rifle Range Road and Collith Avenue.

Summary:

It is proposed that the provision of traffic safety and traffic calming treatments which include Speed Humps (Watts Profiles), incorporated with median traffic islands and kerb blisters, pedestrian fencing, linemarking and signage, to improve the safety and functionality along Rifle Range Road, Collith Avenue and Porpoise Crescent, Bligh Park be undertaken in accordance with the details outlined in Attachments 1 to 4 (Project No. 2024002).

RECOMMENDATION TO COMMITTEE:

That the provision of traffic safety and traffic calming treatments which include Speed Humps (Watts Profiles), incorporated with median traffic islands and kerb blisters, pedestrian fencing, linemarking and signage, to improve the safety and functionality along Rifle Range Road, Collith Avenue and Porpoise Crescent, Bligh Park be undertaken in accordance with the details outlined in Attachments 1 to 4 (Project No. 2024002).

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Mike Creed, seconded by Mrs Felicity Findlay.

Support for Recommendation: Unanimous support.

That the provision of traffic safety and traffic calming treatments which include Speed Humps (Watts Profiles), incorporated with median traffic islands and kerb blisters, pedestrian fencing, linemarking and signage, to improve the safety and functionality along Rifle Range Road, Collith Avenue and Porpoise Crescent, Bligh Park be undertaken in accordance with the details outlined in Attachments 1 to 4 (Project No. 2024002).

This is page 15 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

4.2. SPECIAL EVENTS

4.2.1. LTC - Parramatta Cycling Club Road Cycling Races 2025 - Oakville Events (Hawkesbury) - (80245, 82935)

INTRODUCTION:

An application has been received from the Parramatta Cycling Club seeking approval (in Traffic Management terms) to conduct the Parramatta Cycling Club Road Cycling Races 2025 - Oakville Events.

The event organiser has advised;

- The event has been held annually for over 30 years.
- Parramatta Cycling Club has been conducting club-level road racing on the roads around Oakville. Some who have engaged in these races have gone on to achieve great success in the Olympics, Commonwealth Games and World Championships.
- The cycling events will be held on 13 separate Saturdays and one Sunday, during the period of 05 April 2025 to 27 September 2025. Five alternate dates are requested in the event that one of the scheduled dates are cancelled due to rain, safety or other matters, with the final alternate date being 27 September 2025.
- The proposed dates are;
 - 05 April 2025
 - 12 April 2025
 - 03 May 2025
 - 10 May 2025 (Alternate Date)
 - 17 May 2025
 - 31 May 2025
 - 14 June 2025
 - 21 June 2025 (Alternate Date)
 - 28 June 2025
 - 12 July 2025
 - 13 July 2025 (Sunday)
 - 26 July 2025
 - 09 August 2025
 - 16 August 2025 (Alternate Date)

This is page 16 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- 23 August 2025
- 06 September 2025
- 13 September 2025 (Alternate Date)
- 20 September 2025
- 27 September 2025 (Alternate Date).
- Each event will be conducted between 1:30pm and 5pm, with racing commencing at 2pm. The Sunday event will be undertaken between 8am and 4pm to accommodate the two junior races. The Junior courses are for the under 19 age group.
- The event is a Race and there will be 4 to 5 graded races up to 60 kilometres in length or a duration of 90 to 120 minutes.
- The main course is 7.1 kilometres in length with the two junior courses for the Sunday event consisting of 6.5 kilometres and 3.5 kilometres. Both junior courses are part of the overall 7.1 kilometre course. The 6.5 kilometre course is applicable for the Junior 'Older' riders and the 3.5 kilometre course is applicable for the Junior 'Younger' riders.
 - There will be up to 100 participants.
 - Approximately 30 spectators are expected.
 - There will be 4 to 5 groups with each group not to exceed 30 riders.
 - The event starts and finishes at Oakville Public School, located at No. 46 Ogden Road, Oakville.
 - Utilising the School's parking facilities will eliminate traffic congestion in the start/finish area.
 - Traffic control arrangements will be in place with no road closures required.
- The average speeds for races at Category 2 level vary from 30kph to 40kph, all of which are well below the posted speed limit. The only exception to this situation is the final sprint, which traditionally occurs within the last 200 metres of the race. In order to protect all riders and motorists, this section of the course is sterilised by the exclusion of motorised vehicles for the period of the sprint, generally less than 60 seconds.
- The course follows an anti-clockwise direction which utilises left turns only at intersections to ensure the safety of participants and motorists.
- The course has been chosen because of its remote location and minimum impact on the local amenity.
- Accredited traffic marshals are in constant two way radio communication between marshals and all escort vehicles and the start line.
- Prior to racing commencing, the course is subject to a physical inspection, in the event that circumstances have changed since the last race.
- The Club will utilise a roaming Commissaires vehicle as an escort for public awareness and also for observing race and road infringements.

This is page 17 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- All riders are informed that should they breach any directive, by the marshal, commissaire or official, they face disqualification. If in the view of such officials the breach is serious, the riders also face fines and potential suspension.
- All riders in the event are to be licensed through the Australian Cycling Federation and there is a policy of no license, no start.
- The Bicycle Race will be conducted along the following route;
 - Commencing at Oakville Public School, Oakville, and entering Ogden Road,
 - Travel a short distance along Ogden Road and then into Hanckel Road,
 - (The Junior 3.5 kilometre course will require riders to turn left from Hanckel Road into Oakville Road and travel along Oakville Road to Old Pitt Town Road and turn left into Old Pitt Town Road and follow the remainder of the Course),
 - Travel along Hanckel Road and turn left into Old Pitt Town Road,
 - (The Junior 6.5 kilometre course will require riders to turn left from Hanckel Road into Speets Road and travel along Speets Road to Old Pitt Town Road and turn left into Old Pitt Town Road and follow the remainder of the Course).
 - Travel along Old Pitt Town Road and turn left into Saunders Road,
 - Travel along Saunders Road and turn left into Smith Road,
 - Travel along Smith Road and turn left into Ogden Road,
 - Travel along Ogden Road finishing at Oakville Public School.
 - The route distance is approximately 7.1 kilometres.

Refer to Attachment 1: Parramatta Cycling Club Road Cycling Races 2025 - Oakville Events - Event Route Plan.

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 minor 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 are provided in the following table:

Road Name	Speed Limit (kph)	ADT (Year)	Oakville Route
			Sealed Carriageway Width (m)
Hanckel Road	60 & 70	1498 (2002)	5.7
Oakville Road	70	340 (1999)	6.7
Ogden Road	60 & 70	190 (1999)	8.0
Old Pitt Town Road	70	1905 (2018)	6.0 to 8.0
Saunders Road	70	784 (2018)	5.4 to 5.8
Smith Road	70	342 (1999)	6.1
Speets Road	70	230 (2001)	6.4

This is page 18 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

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 course follows an anti-clockwise direction which utilises left turns only at intersections to ensure the safety of participants and motorists with traffic controls in place. No road closures are proposed, although there will be a sprint at the end of the race within the last 200 metres of the course which the event organiser is proposing to close off under traffic control for approximately 60 seconds.

The event organiser has submitted the following items in relation to the event: Attachment 2 (ECM Document Set ID No: 9126828):

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 Traffic Management Plan (TMP) which requires updating for the 2025 event,
5. Proposed Road Racing Schedule 2025;
6. Event Route Plan,
7. Copy of Insurance Policy which is valid to 28 February 2025, however does not include Hawkesbury City Council and Transport for NSW – TfNSW (formerly RTA/RMS) as an Interested Parties.

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 4) and the Hawkesbury City Council special event information package.
2. The Parramatta Cycling Club Road Cycling Races 2025 - Oakville Events planned for;
 - 05 April 2025
 - 12 April 2025
 - 03 May 2025
 - 10 May 2025 (Alternate Date)
 - 17 May 2025
 - 31 May 2025

This is page 19 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- 14 June 2025
- 21 June 2025 (Alternate Date)
- 28 June 2025
- 12 July 2025
- 13 July 2025 (Sunday)
- 26 July 2025
- 09 August 2025
- 16 August 2025 (Alternate Date)
- 23 August 2025
- 06 September 2025
- 13 September 2025 (Alternate Date)
- 20 September 2025
- 27 September 2025 (Alternate Date)

by the Parramatta Cycling Club along the Oakville Route 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 the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. Information for event organisers to assist in identifying, controlling and managing risk is available on the NSW Government's web site at <https://www.nsw.gov.au/departments-and-agencies/premiers-department/community-engagement/event-starter-guide/risk-assessment-management>);
- 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

This is page 20 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

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, which needs to include details such as the specific position of barriers, signs etc, required for the event which includes the closing sprint at the end of the race, 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 submit to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 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;
- 4f. 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;
- 4g. 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;
- 4h. The event organiser is to obtain Native Title Advice from an appropriately qualified Native Title Manager, that relates to the proposed event, if it is being carried out on Crown Land; a copy of this advice is to be submitted to Council prior to the event taking place;
- 4i. 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);
- 4j. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4k. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4l. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; a copy of the correspondence to be submitted to Council;
- 4m. the event organiser is to submit the completed " Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

During the event:

This is page 21 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- 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. the cyclists are to be made aware of and are to follow all the general road user rules whilst cycling on public roads;
- 4r. 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);
- 4s. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4t. 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 Mike Creed, seconded by Mrs Felicity Findlay.

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 4) and the Hawkesbury City Council special event information package.
2. The Parramatta Cycling Club Road Cycling Races 2025 - Oakville Events planned for;
 - 05 April 2025
 - 12 April 2025
 - 03 May 2025
 - 10 May 2025 (Alternate Date)
 - 17 May 2025
 - 31 May 2025
 - 14 June 2025
 - 21 June 2025 (Alternate Date)

This is page 22 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- 28 June 2025
- 12 July 2025
- 13 July 2025 (Sunday)
- 26 July 2025
- 09 August 2025
- 16 August 2025 (Alternate Date)
- 23 August 2025
- 06 September 2025
- 13 September 2025 (Alternate Date)
- 20 September 2025
- 27 September 2025 (Alternate Date)

by the Parramatta Cycling Club along the Oakville Route 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 the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. Information for event organisers to assist in identifying, controlling and managing risk is available on the NSW Government's web site at <https://www.nsw.gov.au/departments-and-agencies/premiers-department/community-engagement/event-starter-guide/risk-assessment-management>);
- 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;

This is page 23 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- 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, which needs to include details such as the specific position of barriers, signs etc, required for the event which includes the closing sprint at the end of the race, 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 submit to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 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;
- 4f. 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;
- 4g. 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;
- 4h. The event organiser is to obtain Native Title Advice from an appropriately qualified Native Title Manager, that relates to the proposed event, if it is being carried out on Crown Land; a copy of this advice is to be submitted to Council prior to the event taking place;
- 4i. 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);
- 4j. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4k. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; a copy of the correspondence to be submitted to Council;
- 4l. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; a copy of the correspondence to be submitted to Council;
- 4m. the event organiser is to submit the completed " Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;

During the event:

- 4n. access is to be maintained for businesses, residents and their visitors;
- 4o. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;

This is page 24 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- 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. the cyclists are to be made aware of and are to follow all the general road user rules whilst cycling on public roads;
- 4r. 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);
- 4s. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4t. 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.

This is page 25 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

4.2.2. LTC - Mountain Lagoon Endurance Ride Weekend - March 2025 - Mountain Lagoon & Upper Colo (Hawkesbury) - (80245, 85005, 82375)

INTRODUCTION:

An application has been received from Zone One of The NSW Endurance Riders' Association seeking approval (in traffic management terms) to conduct the Mountain Lagoon Endurance Ride Weekend on Saturday, 15 and Sunday, 16 March 2025, in and around the Mountain Lagoon and Upper Colo area.

The event organiser has advised:

- This is the eighth year for this event.
- Based at Mountain Lagoon, the event comprises of an offering of several different length ridden horse endurance events.
- The event is using the same ride base and similar tracks as the previous events since 2018.
- The Ride Base will be at 70 Sams Way, Mountain Lagoon (previously known as 1315 Mountain Lagoon Road, Mountain Lagoon) which is bounded by both Mountain Lagoon Road and Sams Way. Access to the course will be from Sams Way.
- Parking will be available at the Ride Base.
- The course is similar to other events held in this area.
- Both competitive and non-competitive events will be held over the weekend. On Saturday non-competitive introductory and training rides of shorter distances of 10 km, 20 km and 40 km will be held. On Sunday a competitive 80 km event will be held along with the non-competitive rides of shorter distances of 10 km, 20 km and 40 km.
- The event is timed and not a race.
- The event will commence at 7am on Saturday, 15 March 2025 and conclude at 5pm on Sunday, 16 March 2025.
- Approximately 200 Participants are expected for the event.
- Route for the Rides are:

80 Kilometre Ride:

First Leg = 40 Kilometres:

- Commence from the Ride Base located at 70 Sams Way and enter the course by turning left onto Sams Way,
- Travel along Sams Way and turn left into Mountain Lagoon Road,
- Travel along Mountain Lagoon Road and turn left at Comleroy Road,
- Travel along Comleroy Road and turn right into Gees Arm Fire Trail North,

This is page 26 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- Travel along Gees Arm Fire Trail North to the turn-around point and return along Gees Arm Fire Trail North and turn right into Comleroy Road,
- Travel along Comleroy Road to the Upper Colo Road junction and turn left into Upper Colo Road,
- Travel along Upper Colo Road to the Fire Shed and turn left to enter the Wards Track,
- Travel along Wards Track through the National Park and turn left into Males Ridge Track and then into Gospers Track,
- Travel along Gospers Track and follow the T3 Track into Sams Way,
- Travel along Sams Way back to the Ride Base.

Second Leg = 40 Kilometres:

- Commence from the Ride Base located at 70 Sams Way and enter the course by turning left onto Sams Way,
- Travel along Sams Way and turn left into Mountain Lagoon Road,
- Travel along Mountain Lagoon Road and turn right into No.1350 Mountain Lagoon Road,
- Go through to the rear of the property and turn right into the National Park and travel along the boundary fence heading west,
- Follow the boundary to No. 1228 Mountain Lagoon Road and cut through the adjacent property back to Mountain Lagoon Road and turn left,
- Travel along Mountain Lagoon Road and turn left into North Wheeny Creek Fire Trail,
- Travel along North Wheeny Creek Fire Trail to the end and turn-around and return along North Wheeny Creek Fire Trail and turn right into Mountain Lagoon Road,
- Travel along Mountain Lagoon Road and turn left into Tootie Creek Fire Trail,
- Travel along Tootie Creek Fire Trail to the end and turn-around and return along Tootie Creek Fire Trail and turn left into Mountain Lagoon Road,
- Travel along Mountain Lagoon Road and turn left into Long Ridge Fire Trail,
- Travel along Long Ridge Fire Trail to the turn-around point and follow Long Ridge Fire Trail to the rear of No. 31 Bean Lane and go through the property to Bean Lane,
- Travel along Bean Lane to No 32 Bean Lane and go through to the rear of the property and follow the trail through private property to Sams Way,
- Turn left into Sams Way and travel along Sams Way back to the Ride Base.

40 Kilometre Ride:

- Same route as the second leg of the 80 Kilometre ride.

This is page 27 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

20 Kilometre Ride:

- Commence from the Ride Base located at 70 Sams Way and enter the course by turning left onto Sams Way,
- Travel along Sams Way and turn left into Mountain Lagoon Road,
- Travel along Mountain Lagoon Road and turn right into No.1350 Mountain Lagoon Road,
- Go through to the rear of the property and turn right into the National Park and travel along the boundary fence heading west,
- Follow the boundary to No. 1228 Mountain Lagoon Road and cut through the adjacent property back to Mountain Lagoon Road and turn left,
- Travel along Mountain Lagoon Road and turn right into Tootie Creek Fire Trail,
- Travel along Tootie Creek Fire Trail to the end and turn-around and return along Tootie Creek Fire Trail and turn left into Mountain Lagoon Road,
- Travel along Mountain Lagoon Road and turn left into Long Ridge Fire Trail,
- Travel along Long Ridge Fire Trail to the turn-around point and follow Long Ridge Fire Trail to the rear of No. 31 Bean Lane and go through the property to Bean Lane,
- Travel along Bean Lane to No 32 Bean Lane and go through to the rear of the property and follow the trail through private property to Sams Way,
- Turn left into Sams Way and travel along Sams Way back to the Ride Base.

10 Kilometre Ride:

- Commence from the Ride Base located at 70 Sams Way and enter the course by turning left onto Sams Way,
 - Travel along Sams Way and turn left into Mountain Lagoon Road,
 - Travel along Mountain Lagoon Road and turn right into No.1350 Mountain Lagoon Road,
 - Go through to the rear of the property and turn right into the National Park and travel along the boundary fence heading west,
 - Follow the boundary to No. 1228 Mountain Lagoon Road and cut through the adjacent property back to Mountain Lagoon Road and turn left,
 - Travel along Mountain Lagoon Road and turn right into Long Ridge Fire Trail,
 - Travel along Long Ridge Fire Trail to the turn-around point and follow Long Ridge Fire Trail to the rear of No. 31 Bean Lane and go through the property to Bean Lane,
 - Travel along Bean Lane to No 32 Bean Lane and go through to the rear of the property and follow the trail through private property to Sams Way,
 - Turn left into Sams Way and travel along Sams Way back to the Ride Base
- Where the course covers trafficable roads, as with the previous event, the following will be in place:

This is page 28 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- A Marshall is to be in place to stop horses crossing whilst vehicles pass,
- At any junction where horses cross or access roads that are main access gates, the Marshall is to notify Traffic of the conditions ahead,
- Signage shall be in place stating the following: Horses on Road, Horses crossing. In areas where the road narrows or is windy; Drive Slowly Horses on Road is to be provided.
- Road Inventory:
 - Comleroy Road – Unsealed,
 - Mountain Lagoon Road – Sealed/Unsealed,
 - Sams Way – Unsealed,
 - Upper Colo Road – Sealed/Unsealed,
 - Roads on private property and within the National Park,
 - The Colo River will not be crossed as part of the route.

Refer to Attachment 1 for details of the event course maps

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 this event may impact minor traffic and transport systems and there is a low scale disruption to the non-event community.

The event organiser has submitted the following items in relation to the event: Attachment 2 (ECM Document Set ID No: 9162910):

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. Event outline referred to as a Traffic Management Plan for the 2019 event,
5. Event Course Maps,
6. Copy of Insurance Policy which is valid to 01 January 2025,
7. Copy of the application to the NSW Police Force,
8. Copies of correspondence forwarded to the NSW Ambulance Service, NSW Rural Fire Service, Fire and Rescue NSW and SES

RECOMMENDATION TO COMMITTEE:

That:

This is page 29 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

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 4) and the Hawkesbury City Council special event information package.
2. The Mountain Lagoon Endurance Ride Weekend event in and around the Mountain Lagoon and Upper Colo area, planned for Saturday, 15 and Sunday, 16 March 2025 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 the Roads and Maritime Services - RMS (formerly RTA).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. Information for event organisers to assist in identifying, controlling and managing risk is available on the NSW Government's web site at <https://www.nsw.gov.au/departments-and-agencies/premiers-department/community-engagement/event-starter-guide/risk-assessment-management>);
- 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 (TCPs) to Council for acknowledgement and Transport for NSW – TfNSW (formerly RTA/RMS) for concurrence. The TCPs 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 submit to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 noting Council and Transport for NSW – TfNSW

This is page 30 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

(formerly RTA/RMS) as interested parties on the Policy and that Policy is to cover both on-road and off-road activities;

- 4f. 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;
- 4g. the event organiser is to ensure that dust along the unsealed sections of road utilised for the event and by the event competitors and participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be addressed and outlined in the TMP;
- 4h. the event organiser is to obtain approval from the NSW National Parks and Wildlife Service (NSW Department of Climate Change, Energy, the Environment and Water) for the use of the Wollemi National Park; a copy of this approval to be submitted to Council;
- 4i. the event organiser is to obtain written approval from Council for the use of a Council Park/Reserve;
- 4j. the event organiser is to obtain approval from the NSW Department of Crown Lands (NSW Department of Planning, Housing and Infrastructure) for the use of any Crown Road or Crown Land; a copy of this approval to be submitted to Council;
- 4k. The event organiser is to obtain Native Title Advice from an appropriately qualified Native Title Manager, that relates to the proposed event being carried out on Crown Land; a copy of this advice is to be submitted to Council prior to the event taking place;
- 4l. the event organiser is to obtain approval from the respective Land Owners for the use of their land as part of the route for the event; a copy of this approval to be submitted to Council;
- 4m. 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);
- 4n. 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;
- 4o. 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;
- 4p. 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:

- 4q. access is to be maintained for businesses, residents and their visitors;
- 4r. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;

This is page 31 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- 4s. 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);
- 4t. the riders are to be made aware of and are to follow all the general road user rules whilst riding on public roads;
- 4u. 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);
- 4v. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4w. 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; and,
- 4x. the event organiser is to ensure that dust along the unsealed sections of road utilised for the event and by the event competitors and participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be undertaken as outlined in the TMP.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Mike Creed, seconded by Mrs Felicity Findlay.

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 4) and the Hawkesbury City Council special event information package.
2. The Mountain Lagoon Endurance Ride Weekend event in and around the Mountain Lagoon and Upper Colo area, planned for Saturday, 15 and Sunday, 16 March 2025 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 the Roads and Maritime Services - RMS (formerly RTA).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and

This is page 32 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

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 to assist in identifying, controlling and managing risk is available on the NSW Government's web site at <https://www.nsw.gov.au/departments-and-agencies/premiers-department/community-engagement/event-starter-guide/risk-assessment-management>);

- 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 (TCPs) to Council for acknowledgement and Transport for NSW – TfNSW (formerly RTA/RMS) for concurrence. The TCPs 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 submit to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 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;
- 4f. 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;
- 4g. the event organiser is to ensure that dust along the unsealed sections of road utilised for the event and by the event competitors and participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be addressed and outlined in the TMP;
- 4h. the event organiser is to obtain approval from the NSW National Parks and Wildlife Service (NSW Department of Climate Change, Energy, the Environment and Water) for the use of the Wollemi National Park; a copy of this approval to be submitted to Council;
- 4i. the event organiser is to obtain written approval from Council for the use of a Council Park/Reserve;
- 4j. the event organiser is to obtain approval from the NSW Department of Crown Lands (NSW Department of Planning, Housing and Infrastructure) for the use of any Crown Road or Crown Land; a copy of this approval to be submitted to Council;
- 4k. The event organiser is to obtain Native Title Advice from an appropriately qualified Native Title Manager, that relates to the proposed event being carried out on Crown Land; a copy of this advice is to be submitted to Council prior to the event taking place;

This is page 33 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- 4l. the event organiser is to obtain approval from the respective Land Owners for the use of their land as part of the route for the event; a copy of this approval to be submitted to Council;
- 4m. 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);
- 4n. 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;
- 4o. 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;
- 4p. 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:

- 4q. access is to be maintained for businesses, residents and their visitors;
- 4r. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4s. 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);
- 4t. the riders are to be made aware of and are to follow all the general road user rules whilst riding on public roads;
- 4u. 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);
- 4v. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4w. 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; and,
- 4x. the event organiser is to ensure that dust along the unsealed sections of road utilised for the event and by the event competitors and participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be undertaken as outlined in the TMP.

This is page 34 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

4.2.3. LTC - Convict 100 Mountain Bike Event 2025 - St Albans (Hawkesbury) - (80245, 85193)

INTRODUCTION:

An application has been received from Maximum Adventure Pty Ltd seeking approval (in traffic management terms) to conduct the Convict 100 Mountain Bike Event 2025 - St Albans, on Saturday 03 May 2025.

The event organiser has advised;

- The event is a Mountain Bike (Cycling) Race in and around the St Albans and Macdonald Valley areas.
- This is the 18th year the event is being held. Previously the event was known as the Dirk Works 100 Kilometre Classic.
- The event gets its name from the old Convict trail it traverses.
- The event is run predominantly on trails through the Parr, Dharug and Yengo National Parks.
- The event enjoys the continued support of the St Albans RFS and local community.
- The event will be undertaken between 5:30am and 6pm.
- Approximately 1350 participants are expected for the event.
- Approximately 80 spectators and their vehicles are expected. Parking will be available on private land.
- There are 3 courses for the event; 100, 68 and 48 kilometres.
- The start and finish of the race will be in the town of St Albans, on Wharf Street.
- The event route has changed from the 2024 route avoiding crossing the Macdonald River.
- It is proposed to close a section of Wharf Street, between Bulga Street and Wollombi Road, St Albans (100 metre long sealed section), commencing from 9am, Friday 02 May 2025, through to 6pm, Saturday 03 May 2025.
- Alternate access is available via Wollombi Road and Bulga Street.
- Route/Course for the three Rides:
 - Convict 100 kilometre Course
 - Commence at Wharf Street (0.1klm) and enter the course by turning right onto Wollombi Road and travel along Wollombi Road (12.3klm) and turn right onto Brown's trail.
 - Travel along Brown's Trail (8.4klm) and turn left onto Sullivans Arm.

This is page 35 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- Travel along Sullivans Arm (4klm) and turn right left onto The Great Northern Road.
 - Travel along The Great Northern Road (17.6klm) turn right onto the Western Commission Track.
 - Travel along the Western Commission Track (3klm) turn right onto the Eight Mile Track.
 - Travel along the Eight Mile Track (9.8klm) turn left onto Wrights Creek Road.
 - Travel along Wrights Creek Road (4.2klm) and turn left onto Settlers Road.
 - Travel along Settlers Road (4.7klm) and turn left onto Shepherds Gully Road.
 - Travel along Shepherds Road (3klm) and turn left onto The Great Northern Road.
 - Travel along the Great Northern Road (9.4klm) and turn left onto the Western Commission Track.
 - Travel along the Western Commission Track (0.9klm) and turn left onto the Eight Mile Track.
 - Travel along the Eight Mile Track (9.8klm) and turn left onto Wrights Creek Road.
 - Travel along Wrights Creek Road (4.2klm) and turn right onto Settlers Road.
 - Travel along Settlers Road and into Bulga Street (8.5klm) and turn left onto Wharf Street (0.1klm) and return to the end.
- Convict 68 kilometre Course
- Commence at Wharf Street (0.1klm) and enter the course by turning right onto Wollombi Road and travel along Wollombi Road (12.3klm) and turn right onto Brown's trail.
 - Travel along Brown's Trail (8.4klm) and turn left onto Sullivans Arm.
 - Travel along Sullivans Arm (4klm) and turn right left onto The Great Northern Road.
 - Travel along The Great Northern Road (17.6klm) turn right onto the Western Commission Track.
 - Travel along the Western Commission Track (3klm) turn right onto the Eight Mile Track.
 - Travel along the Eight Mile Track (9.8klm) turn left onto Wrights Creek Road.
 - Travel along Wrights Creek Road (4.2klm) and turn right onto Settlers Road.
 - Travel along Settlers Road and into Bulga Street (8.5klm) and turn left onto Wharf Street (0.1klm) and return to the end.

This is page 36 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- Convict 48 kilometre Course
 - Commence at Wharf Street (0.1km) and enter the course by turning right onto Wollombi Road and travel along Wollombi Road (12.3km) and turn right onto Brown's trail.
 - Travel along Brown's Trail (8.4km) and turn right onto Wrights Creek Road.
 - Travel along Wrights Creek Road (18.6km) and turn right onto Settlers Road.
 - Travel along Settlers Road and into Bulga Street (8.5km) and turn left onto Wharf Street (0.1km) and return to the end.
- The event will have an impact on residents of Wharf Street between Wollombi Road and Bulga Street accessing their properties.
- Consultation is currently in progress with the adjoining property owners, who have previously provided support in writing, relating to the proposed road closure. Arrangements will be made with these residents to allow access when requested.
- Participants will compete on a circular route format, covering approximately 100 kilometres of fire trail, single track and dirt roads through the National Parks, private properties and public roads.
- The course will be clearly marked for riders to follow.
- Marshalls with high visibility vests and radios will be positioned at junctions, warning cyclists of on-coming traffic and the track ahead.
- Signs will be positioned throughout the course to warn other users of the event.
- The event route will not cross the Macdonald River as with previous years.
- Spectators and participants can park in the day parking area on private land along Settlers Road as indicated in Attachment 2.

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 impact minor traffic and transport systems, which includes the proposed road closure along the specified route, and there may be a low scale disruption to the non-event community.

The mountain bike event is predominantly on tracks within the Parr State Conservation Area, Dharug and Yengo National Parks, private properties and on the following public roads;

- Bulga Street – Sealed Road.
- Settlers Road – Sealed and Unsealed Road.
- Shepherds Gully Road – Unformed Road.
- Wharf Street – Sealed Road.

This is page 37 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- Wollombi Road – Sealed and Unsealed Road.
- Wrights Creek Road - Unsealed Road.

The event is also traversing along the Great Northern Road, which is under the care and control of the NSW National Parks and Wildlife Service (NSW Department of Climate Change, Energy, the Environment and Water).

The Transport Management Plan (TMP) and the associated Traffic Control Plan (TCP) is to be submitted to Transport for NSW – TfNSW (formerly TMC) for authorisation due to the proposed road closure of Wharf Street, between Bulga Street and Wollombi Road, St Albans (100 metre long sealed section).

The event organiser has submitted the following items in relation to the event: Attachment 4 (ECM Document Set ID No. 9200474):

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. Event Information including Traffic Control Plans (TCPs) and an Emergency Management Plan,
5. Event Course Map,
6. Road Closure/Detour Plan,
7. Copy of Insurance Policy which is valid to 28 January 2025.

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 4) and the Hawkesbury City Council special event information package.
2. The Convict 100 Mountain Bike Event 2025 - St Albans, event planned for Saturday, 03 May 2025 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 – which includes the road closure of a section of Wharf Street between Bulga Street and Wollombi Road, St Albans, commencing from 8am, Friday 02 May 2025, through to 6pm, Saturday 03 May 2025.

This is page 38 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

and the following conditions:

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. Information for event organisers to assist in identifying, controlling and managing risk is available on the NSW Government's web site at <https://www.nsw.gov.au/departments-and-agencies/premiers-department/community-engagement/event-starter-guide/risk-assessment-management>;
- 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 obtain approval from Transport for NSW – TfNSW (formerly TMC) as a road closure is proposed for a section of Wharf Street between Bulga Street and Wollombi Road, St Albans commencing from 8am, Friday 02 May 2025, through to 6pm, Saturday 03 May 2025; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
- 4e. the event organiser is to submit a Transport Management Plan (TMP) for the entire route/event incorporating the submitted Traffic Control Plans (TCPs) to Council for acknowledgement and Transport for NSW – TfNSW (formerly TMC and RTA/RMS) for concurrence;
- 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 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 involves the closure of a public road and the traverse of public roads, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy and close the road;
- 4h. the event organiser is to ensure that dust along the unsealed sections of road utilised by the event participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be addressed and outlined in the TMP;
- 4i. the event organiser is to obtain approval from the NSW National Parks and Wildlife Service (NSW Department of Climate Change, Energy, the Environment and Water) for the use of the Parr State Conservation Area, Dharug and Yengo National Parks and the Great Northern Road; a copy of this approval to be submitted to Council;

This is page 39 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- 4j. the event organiser is to obtain written approval from Council for the use of a Council Park/Reserve;
- 4k. the event organiser is to obtain approval from the NSW Department of Crown Lands (NSW Department of Planning, Housing and Infrastructure) for the use of any Crown Road or Crown Land; a copy of this approval to be submitted to Council;
- 4l. The event organiser is to obtain Native Title Advice from an appropriately qualified Native Title Manager, that relates to the proposed event being carried out on Crown Land; a copy of this advice is to be submitted to Council prior to the event taking place;
- 4m. the event organiser is to obtain approval from the respective Landowners for the use of their land for the event; a copy of this approval to be submitted to Council;
- 4n. 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, road closure, detour route 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);
- 4o. 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;
- 4p. the event organiser is to directly notify relevant ferry operators, 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, road closure, detour route 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;
- 4q. 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, road closure, detour route 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;
- 4r. 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:

- 4s. access is to be maintained for businesses, residents and their visitors;
- 4t. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4u. 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);
- 4v. the cyclists are to be made aware of and are to follow all the general road user rules whilst cycling on public roads;
- 4w. in accordance with the submitted TMP and associated TCPs, appropriate advisory signs and traffic control devices are to be placed along the route, including the road closure points, during the event, under the direction of a traffic controller holding appropriate certification as required by Transport for NSW – TfNSW (formerly RTA/RMS);

This is page 40 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- 4x. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4y. 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, and,
- 4z. the event organiser is to ensure that dust along the unsealed sections of road utilised by the event participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be undertaken as outlined in the TMP.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Mike Creed, seconded by Mrs Felicity Findlay.

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 4) and the Hawkesbury City Council special event information package.
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3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted – which includes the road closure of a section of Wharf Street between Bulga Street and Wollombi Road, St Albans, commencing from 8am, Friday 02 May 2025, through to 6pm, Saturday 03 May 2025.

and the following conditions:

Prior to the event:

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

This is page 41 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

meaningful consultation with all stakeholders. Information for event organisers to assist in identifying, controlling and managing risk is available on the NSW Government's web site at <https://www.nsw.gov.au/departments-and-agencies/premiers-department/community-engagement/event-starter-guide/risk-assessment-management>;

- 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 obtain approval from Transport for NSW – TfNSW (formerly TMC) as a road closure is proposed for a section of Wharf Street between Bulga Street and Wollombi Road, St Albans commencing from 8am, Friday 02 May 2025, through to 6pm, Saturday 03 May 2025; a copy of the Transport for NSW – TfNSW (formerly TMC) approval to be submitted to Council;
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- 4m. the event organiser is to obtain approval from the respective Landowners for the use of their land for the event; a copy of this approval to be submitted to Council;

This is page 42 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

- 4n. 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, road closure, detour route 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);
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- 4y. 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, and,
- 4z. the event organiser is to ensure that dust along the unsealed sections of road utilised by the event participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be undertaken as outlined in the TMP.

This is page 43 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

4.3. FOR INFORMATION

There were no reports for Information.

This is page 44 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

LOCAL TRAFFIC COMMITTEE

Meeting Date: 20 January 2025

5. GENERAL BUSINESS

There was no general business.

The next Local Traffic Committee meeting is proposed to be held on Monday 10 February 2025 at 3:00pm.

The meeting terminated at 3:25pm.

This is page 45 of the Minutes of the LOCAL TRAFFIC COMMITTEE MEETING held Remotely on 20 January 2025.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025



**Local Traffic Committee
Meeting**

**End of
Minutes**

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oooO END OF REPORT Oooo

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 18 February 2025

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ORDINARY MEETING
NOTICES OF MOTION
Meeting Date: 18 February 2025

11. NOTICES OF MOTION

Nil reports.

ORDINARY MEETING
NOTICES OF MOTION
Meeting Date: 18 February 2025

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ORDINARY MEETING
QUESTIONS WITH NOTICE
Meeting Date: 18 February 2025

12. QUESTIONS WITH NOTICE

Nil reports.

ORDINARY MEETING
QUESTIONS WITH NOTICE
Meeting Date: 18 February 2025

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ORDINARY MEETING

14. RESPONSES TO QUESTIONS WITH NOTICE FROM PREVIOUS MEETING

Meeting Date: 18 February 2025

14. RESPONSES TO QUESTIONS WITH NOTICE FROM PREVIOUS MEETING

14.1. 1. Response to Councillor Question Taken on Notice at the Council Meeting - 4 February 2025

The following question was raised from Councillors regarding matters on the Council Meeting Business Paper of 4 February 2025. This question was taken on notice and the response is provided below:

#	Councillor	Question	Response
1	Sheather	Southee Road Stage 2 – What about the intersection of Southee and Londonderry Road. - Is there any roadworks proposed on that location?	Based on the information provided by TfNSW, there are no works proposed for the intersection of Southee Road and Londonderry Road as part of Stage 2a. The construction of a new signalised intersection between the bypass and Londonderry Road and the closure of Southee Road to Londonderry Road is incorporated in Stage 2b.

ATTACHMENTS

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

14. RESPONSES TO QUESTIONS WITH NOTICE FROM PREVIOUS MEETING

Meeting Date: 18 February 2025

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ORDINARY MEETING

15. CONFIDENTIAL REPORTS

Meeting Date: 18 February 2025

15. CONFIDENTIAL REPORTS

Nil reports.



Ordinary Meeting

End of Business Paper

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