



ORDINARY MEETING

Date of meeting: 23 July 2024
Location: Council Chambers
Time: 6:30 PM

BUSINESS PAPER

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1. WELCOME

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1. WELCOME

a) Acknowledgement of Indigenous Heritage

The Mayor, Councillor Sarah McMahon 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

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.

2.1. Presentation of Certificates to Sister City Association.

Certificates will be presented to the students from the Sister City Association.

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.

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1. WELCOME

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4. DECLARATIONS OF INTERESTS

Meeting Date: 23 July 2024

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

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

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

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4. DECLARATIONS OF INTERESTS

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5. CONFIRMATION OF MINUTES

Meeting Date: 23 July 2024

5. CONFIRMATION OF MINUTES



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Date of meeting: 9 July 2024
Location: Council Chambers
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1. WELCOME

Minutes of the Ordinary Meeting held at the Council Chambers, Windsor, on 9 July 2024, commencing at 6:31pm.

a) Acknowledgement of Indigenous Heritage

The Mayor, Councillor Sarah McMahon 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

2. ACKNOWLEDGEMENT OF OFFICIAL VISITORS TO THE COUNCIL

There were no official visitors to Council.

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

Attendance

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

ALSO PRESENT: General Manager – Elizabeth Richardson, Director City Planning – Meagan Ang, Director Corporate Services - Laurie Mifsud, Director Infrastructure Services - Will Barton, Manager Governance and Risk - Patricia Krzeminski, Manager Communications and Events - Suzanne Stuart, Road Safety Officer - Cathy Mills and Administrative Support Coordinator - Melissa Ryan.

The Mayor, Councillor Sarah McMahon advised that a written request was received from Councillor Kotlash to attend tonight's Ordinary Meeting by audio-visual link as she was unable to attend the meeting in person due to personal reasons.

119 RESOLUTION:

RESOLVED on the motion of Councillor Calvert, seconded by Councillor Reardon that approval be granted to Councillor Kotlash to attend the Ordinary Council Meeting on 9 July 2024 by audio-visual link.

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4. DECLARATIONS OF INTERESTS

Councillor Lyons-Buckett declared an interest in Item 10.3.1.

Councillor McMahon declared an interest in Item 12.1.2.

Councillor Wheeler declared an interest in Item 11.1.2.

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5. CONFIRMATION OF MINUTES

120 RESOLUTION:

RESOLVED on the motion of Councillor Reardon, seconded by Councillor Sheather that the minutes of the Ordinary Meeting held on 11 June 2024, be confirmed.

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6. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS

The following item was subject to public address:

- Item 12.1.2. NM2 - Recognition and Thank you, Superintendent Karen Hodges AFSM, NSW Rural Fire Service

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7. CONDOLENCES

Nil reports.

8. MAYORAL MINUTES

Nil reports.

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

MOTION:

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

Refer to RESOLUTION

121 RESOLUTION:

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

That the following items are dealt with by exception:

- Item 10.2.2.
- Item 10.4.2.
- Item 11.1.1.
- Item 11.1.3.
- Item 11.1.4.
- Item 11.1.5.

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

Against the Motion: Nil.

Absent: Nil.

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10. REPORTS FOR DETERMINATION

10.1. PLANNING DECISIONS

Nil reports.

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10.2. GENERAL MANAGER

10.2.1. GM - By-Election for Council Representative on the Hawkesbury River County Council - (79351, 95496, 12212)

Previous Item: 004, Ordinary (11 January 2022)

Directorate: General Manager

MOTION:

MOVED on the motion of Councillor Conolly, seconded by Councillor Wheeler.

Refer to RESOLUTION

122 RESOLUTION:

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

That:

1. Council not fill the vacancy for a Council representative to be elected on the Hawkesbury River County Council for the remainder of the January 2022 to September 2024 Council Term.
2. The General Manager and the Secretary of the Hawkesbury River County Council be advised of Council's decision.

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

Against the Motion: Councillor Zamprogno.

Absent: Nil.

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10.2.2. GM - 2024 Local Government NSW Annual Conference Motions – (79351, 79633)

Directorate: General Manager

MOTION:

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

Refer to RESOLUTION

123 RESOLUTION:

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

That:

1. The report be received and noted.
2. Councillors submit proposed motions to the Office of the General Manager by Friday, 26 July 2024.
3. A further Council report be submitted to the 13 August 2024 Council Meeting to consider the proposed motions for submission to the 2024 Local Government NSW Annual Conference.

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

Against the Motion: Nil.

Absent: Nil.

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10.3. CITY PLANNING

10.3.1. CP - 2023/2024 Community Sponsorship Program - Round 3 - (95498, 96328)

Previous Item: 4.3.3, Ordinary (14 May 2024)

Directorate: City Planning

Councillor Lyons-Buckett declared a less than significant non-pecuniary interest in this item, being that she is on the board of an affiliated organisation to one of the applicant organisations. Councillor Lyons-Buckett remained in the Chamber and participated in the discussion and voting on the matter.

A MOTION was moved by Councillor Conolly, seconded by Councillor Sheather.

That Council:

1. Approve payments for Section 356 Financial Assistance to the individuals and organisations listed in this report and at the level of funding recommended in this report.
2. Approve the execution of Council's standard Sponsorship Agreement for those applications where the approved level of funding is over \$500.
3. Advise the six applicants, Animal Welfare League of NSW – Hawkesbury, Sister2Sister Foundation Ltd, Greater West for Christ Chaplaincy, Grose View Parents and Citizens Association, Lower MacDonald Rural Fire Service and Mountains for Wildlife, that their applications were not successful as listed in this report.

124 RESOLUTION:

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

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:

Attachment 2 to Item 10.3.1. - Applicant names for the Participation Category.

REASON FOR CONFIDENTIALITY

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

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

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

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125 RESOLUTION:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Lyons-Buckett that open meeting be resumed.

AMENDMENT

AN AMENDMENT was moved by Councillor Zamprogno.

That Council:

1. Approve payments for Section 356 Financial Assistance to the individuals and organisations listed in this report and at the level of funding recommended in this report with the exception to allocate funding to the Animal Welfare League of NSW – Hawkesbury and remove the funding to be provided to Richmond Community Services Incorporated.
2. Approve the execution of Council's standard Sponsorship Agreement for those applications where the approved level of funding is over \$500.
3. Advise the six applicants, Richmond Community Services Incorporated, Sister2Sister Foundation Ltd, Greater West for Christ Chaplaincy, Grose View Parents and Citizens Association, Lower MacDonald Rural Fire Service and Mountains for Wildlife, that their applications were not successful as listed in this report.

The Amendment lapsed for want of a seconder.

126 RESOLUTION:

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

That Council:

1. Approve payments for Section 356 Financial Assistance to the individuals and organisations listed in this report and at the level of funding recommended in this report.
2. Approve the execution of Council's standard Sponsorship Agreement for those applications where the approved level of funding is over \$500.
3. Advise the six applicants, Animal Welfare League of NSW – Hawkesbury, Sister2Sister Foundation Ltd, Greater West for Christ Chaplaincy, Grose View Parents and Citizens Association, Lower MacDonald Rural Fire Service and Mountains for Wildlife, that their applications were not successful as listed in this report.

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

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

Absent: Nil.

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10.3.2. CP – Hawkesbury Active Transport Plan – (95498)

Previous Item: Ordinary (12 March 2024)

Directorate: City Planning

MOTION:

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

Refer to RESOLUTION

127 RESOLUTION:

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

That Council adopt the Hawkesbury Active Transport Plan, attached as Attachment 1 to this report.

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

Against the Motion: Nil.

Absent: Nil.

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10.4. CORPORATE SERVICES

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

Previous Item: 4.4.6, Ordinary (14 May 2024)

Directorate: Corporate Services

MOTION:

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

Refer to RESOLUTION

128 RESOLUTION:

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

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

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

Against the Motion: Nil.

Absent: Nil.

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10.4.2. CS - Internal Audit Charter (158054, 121470, 95496, 79351)

Directorate: Corporate Services

MOTION:

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

Refer to RESOLUTION

129 RESOLUTION:

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

That Council adopt the Internal Audit Charter attached as Attachment 1 to this report.

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

Against the Motion: Nil.

Absent: Nil.

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10.5. INFRASTRUCTURE SERVICES

Nil reports.

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

11.1.1. ROC - Floodplain Management Committee - 17 April 2024 and 15 May 2024 - (161821, 124414, 95498)

Directorate: City Planning

MOTION:

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

Refer to RESOLUTION

130 RESOLUTION:

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

That in relation to the Minutes of the Floodplain Management Committee Meetings held on the 17 April 2024 and 15 May 2024:

1. Council receive and note the Floodplain Management Committee Minutes in respect to items:
 - a) 3.1.1. and 3.1.2. (17 April 2024)
 - b) 3.1.1., 3.1.2. and General Business (15 May 2024).
2. Council note that the Committee Recommendations in respect of Item 3.1.3. (17 April 2024) will be considered by Council when the draft Amended Hawkesbury Floodplain Risk Management Study and Plan 2025 is formally presented to Council, namely:
 1. *An approach of considering different flood planning levels in relation to development types, in particular including consideration of:*
 - a) *A flood planning level for residential development of 1 in 200 plus 0.5m freeboard*
 - b) *A flood planning level for commercial and industrial development of 1 in 100 plus 0.5m freeboard.*
 2. *Consideration of an approach to assessing development proposals for additions and alterations to existing lawful development.*
 3. *An invitation be extended to a representative from the Insurance Council to address a future Floodplain Management Committee Meeting.*
 4. *Recommend that a review of Volume 3 Hawkesbury Floodplain Risk Management Study and Plan 2012 be undertaken in relation to development controls proposed through local environmental plan amendments and formulation of a development control plan.*
3. Council endorse the Committee Recommendation in respect of Item 3.1.3. (15 May 2024), namely:

That the Floodplain Management Committee note that grant funding under the NSW Government's Floodplain Management Program 2024-2025 is being sought to undertake a floodplain risk management study and plan for Redbank Creek.

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

Against the Motion: Nil.

Absent: Nil.

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11.1.2. ROC - Heritage Committee - 2 May 2024 - (80242)

Directorate: City Planning

Councillor Wheeler declared a pecuniary interest in this item, being that her family home is included in the Slab Barn Study and proposed for heritage listing. Councillor Wheeler left the Chamber and did not participate in the discussion and voting on the matter.

MOTION:

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

Refer to RESOLUTION

131 RESOLUTION:

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

That in relation to the Minutes of the Heritage Committee Meeting held on the 2 May 2024:

1. Council receive and note the Heritage Committee in respect to item General Business H - Allambie Cottages, Kurrajong Heights.
2. Council note the Committee Recommendations in respect of Item 3.1.1 - Draft Hawkesbury Timber Slab Barns and Outbuildings Update Study and that these matters will be considered by Council when the draft Hawkesbury Timber Slab Barns and Outbuildings Update Study is formally presented to Council, namely:

That the Heritage Committee recommends:

1. *Subject to the amendments identified in this report, the Heritage Committee endorse the Draft Hawkesbury Timber Slab Barns & Outbuildings Update Study and recommends that Council publicly exhibit the draft Study.*
2. *Council proceed with the proposed nominations for State Heritage listing.*
3. *Following formal adoption of the study, that Council consider having a launch at an appropriate location and using the study for educational purposes.*
3. Council endorse the Committee Recommendations in respect of Item 3.1.2, namely:
That the Heritage Committee:
 1. *Receive and note the update on the outcomes of the 2023/2024 Local Heritage Assistance Fund.*
 2. *Recommends that Council:*
 - a) *Deliver the 2024/2025 Local Heritage Assistance Fund based upon a theme of supporting the preservation and/or maintenance of timber slab barns and outbuildings.*
 - b) *Amend the funding arrangements for the 2024/2025 Local Heritage Assistance Fund as proposed in this report.*
 - c) *Contact Heritage NSW, the Minister for Heritage, the Hon. Penny Sharpe and Parliamentary Secretary for Heritage, Trish Doyle informing them of Council's*

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significant slab barn study and increased Heritage Assistance Funding and asking them to match that funding.

- d) *Use the 2024/2025 Local Heritage Assistance Fund predominately for slab barns.*
- e) *Consider committing a large proportion of the funding to vulnerable proposed State listed items.*
- f) *Note the need to hold further discussion about how to address skills and materials for restoration of barns as per the recommendations made in the slab barn study.*
- g) *Consider that the Local Heritage Assistance Fund may need to be made available to properties identified in the slab barn study that are recommended for Heritage listing.*

4. Council endorse the Committee Recommendations in respect of Item General Business A Liveability Project Update, namely:

A series of questions were taken on notice with respect to the Liveability Project including:

1	<i>Heritage Committee sought further information about the detail of the compacted granular substrate and its ability to allow the percolation of water.</i>
2	<i>The method of interface between the paving and sandstone kerbing and how this is being treated?</i>
3	<i>When and how is the drainage testing undertaken?</i>
4	<i>Is the substrate in a certain area?</i>
5	<i>Who is overseeing the quality of this work?</i>

5. Council note and investigate the Committee Recommendations in respect of Item General Business B - Tebbutts Barn, namely:

That Council:

- 1. *Has a moral obligation and community response to conserve the building known as Tebbutts Barn and that the current method of storage of historic fabric is leading to further deterioration and there should be emergency conservation works undertaken including the reinstatement of fabric from the structure to its original state.*
- 2. *Utilise this as a test case/workshop for the best practice in conserving slab barns.*

6. Council note and investigate the Committee Recommendations in respect of Item General Business C - Robertson's House Windsor – 394 George Street, Windsor, namely:

Council to consider recommending the building for listing on the State Heritage Register, recognising the quality of the sandstone carving and aesthetic significance, including related heritage works of stonemasons O'Kelly and Robertson in the local cemeteries, state listed site in Manly and the importance of the masonry.

7. Council endorse the Committee Recommendation in respect of Item General Business D - Windsor Bridge Artefacts Working Group, namely:

The term of the Windsor Bridge Artefacts Working Group be extended until the end of the Council term.

8. Council note and investigate the Committee Recommendations in respect of Item General Business E - Damage to the Kerb and Gutter on Tebbutt Street, namely:

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That Council:

1. *Note that the kerb and the gutter are made of sandstone and the committee request that this be reinstated.*
 2. *Put in place policies and procedures for the protection of sandstone kerb and guttering within the Hawkesbury Local Government Area to identify, guide and protect maintenance and repairs.*
9. Council note and investigate the Committee Recommendations in respect of Item General Business F - Slab Barns and Materials, namely:

That:

1. *Council look at some sort of repository for materials associated with historic slab barns. Council needs a store house for materials for reuse or a list of what is available and where it is kept.*
 2. *The Heritage Committee further discuss the need for a repository or a connection point between owners and users of heritage materials.*
10. Council note and investigate the Committee Recommendation in respect of Item General Business G - Toll House, namely:

The Heritage Committee requests that Council's Heritage Officer inspect the Toll House and report back to the Committee to discuss what needs to be undertaken to meet requirements and future uses. For further discussion.

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

Against the Motion: Nil.

Absent: Councillor Wheeler.

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11.1.3. ROC - Disaster and Emergency Committee - 28 May 2024 - (151940)

Directorate: Infrastructure Services

MOTION:

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

Refer to RESOLUTION

132 RESOLUTION:

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

That Council adopt the recommendations contained in the Minutes of the Disaster and Emergency Committee meeting held on 28 May 2024.

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

Against the Motion: Nil.

Absent: Nil.

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11.1.4. ROC - Local Traffic Committee - 13 May 2024 - (82045)

Directorate: Infrastructure Services

MOTION:

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

Refer to RESOLUTION

133 RESOLUTION:

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

That the Council adopt the recommendations contained in the minutes of the Hawkesbury City Council Local Traffic Committee meeting held on 13 May 2024.

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

Against the Motion: Nil.

Absent: Nil.

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11.1.5. ROC - Local Traffic Committee - 17 June 2024 - (82045)

Directorate: Infrastructure Services

MOTION:

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

Refer to RESOLUTION

134 RESOLUTION:

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

That the Council adopt the recommendations contained in the minutes of the Hawkesbury City Council Local Traffic Committee meeting held on 17 June 2024.

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

Against the Motion: Nil.

Absent: Nil.

ORDINARY MEETING

Minutes: 9 July 2024

12. NOTICES OF MOTION

12.1.1. NM1 - Tree Planting, George Street, Windsor

MOTION:

MOVED on the motion of Councillor Dogramaci, seconded by Councillor Sheather.

That the Council:

1. Stop and not to go ahead planting trees and possibly constructing flower beds on George Street starting from the Council chamber all the way to where the Windsor Mall, all along to the intersection of the FITZGERALD street.
2. That council officers, all involved should visit business owners to discuss small business owners' worries, business restriction reduced and/or restricted car parking spots that will cause inconvenience on elderly, incapacitated on wheel chairs, scooters using the pathways during the work.

For the Motion: Councillor Dogramaci.

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

Absent: Nil.

The Motion on being put was declared Lost.

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12.1.2. NM2 - Recognition and Thank you, Superintendent Karen Hodges AFSM, NSW Rural Fire Service

Councillor McMahon declared a less than significant non-pecuniary interest in this matter, being that she is a member of the Hawkesbury Communications RFS Brigade. Councillor McMahon remained in the Chamber and participated in the discussion and voting on the matter.

Mr Craig Burley addressed Council, speaking for the recommendation.

MOTION:

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

Refer to RESOLUTION

135 RESOLUTION:

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

That Council:

1. Notes the outstanding contribution made by Superintendent Karen Hodges AFSM in her role as Fire Control Officer at the NSW Rural Fire Service - Hawkesbury District.
2. Thanks her for more than three decades of service to the Hawkesbury.
3. Wishes her well in her new appointment as Deputy Chief Officer, Rural Fire Service Queensland.

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

Against the Motion: Nil.

Absent: Nil.

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13. QUESTIONS WITH NOTICE

Nil questions.

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14. RESPONSES TO QUESTIONS WITH NOTICE FROM PREVIOUS MEETING

14.1.1. Responses to Councillor Questions Taken on Notice at the Council Meeting - 28 May 2024

Comments and further questions were provided to the Councillor Questions Taken on Notice at the Council Meeting on 28 May 2024.

14.1.2. Responses to Councillor Questions Taken on Notice at the Council Meeting - 11 June 2024

There were no comments or further questions to the Councillor Questions Taken on Notice at the Council Meeting on 11 June 2024.

ORDINARY MEETING

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15. CONFIDENTIAL REPORTS

Nil reports.

Meeting terminated at 8:37pm.

Submitted to and confirmed at the Ordinary meeting on 23 July 2024.

.....
Mayor



Ordinary Meeting

End of Minutes

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

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5. CONFIRMATION OF MINUTES
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ORDINARY MEETING

6. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS

Meeting Date: 23 July 2024

6. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS

7. CONDOLENCES

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

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.

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

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6. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS

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ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 23 July 2024

10. REPORTS FOR DETERMINATION

10.1. PLANNING DECISIONS

Nil reports.

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10. REPORTS FOR DETERMINATION

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10.2. GENERAL MANAGER

10.2.1. GM - Staff Resourcing and Engagement - (79351, 159590)

Directorate: General Manager

PURPOSE OF THE REPORT

The purpose of this report is to provide a response to a Notice of Motion from Council's Meeting of 14 May 2024, seeking information detailing staff resources for Hawkesbury City Council, and also to provide Councillors with information arising from Council's Employee Engagement and Alignment Survey conducted in February 2024.

RECOMMENDATION

That Council receive and note:

1. The information contained within the report in respect of employee turnover and current vacancy rates, being consistent with or better than industry benchmarks; and
 2. The highlights of the 2024 Employee Engagement and Alignment Survey which have shown significant increases to both employee engagement and alignment.
-

BACKGROUND

At its meeting of 14 May 2024, Council resolved as follows:

"That:

1. *Council be provided a Briefing on the following information for Council's consideration:*
 - a) *Information around current employment numbers of Hawkesbury City Council including:*
 - i) *Number of current FTE and cost of these employees during each year for the past three years.*
 - ii) *Number of current staff per department, and any current vacancies within each department.*
 - iii) *Number of staff recruited, and number of staff departing during the last three years.*
 - iv) *Retention rates of staff.*
 - b) *Information detailing employment positions directly funded by alternative sources of funding (grant funding or similar).*
2. *The information provided at the Briefing be reported to a future Council Meeting."*

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The information requested was presented at a Councillor Briefing held on 18 June 2024. This report seeks to address Part 2 of Council's resolution of 14 May 2024.

Additionally, this report presents the highlights of Council's employee engagement survey undertaken in February 2024.

DISCUSSION

Workforce Data

The workforce data in Table 1, highlights the workforce composition of Council. As at March 2024, Council has a headcount of 436 employees which includes casual employees. Full time equivalent (FTE) is 358.36. The average age of employees has slightly declined to 45 years.

There are several active traineeship and graduate level roles that offer pathways into Council for younger employees. Council is looking to expand this offering over the coming one to two years.

Table 1: Workforce Data

Current Headcount	436
Gender Ratio	49% male vs 51% female
Average age of employees	45
Number of employees with >25 years' service	30
Active Traineeships, Graduate level roles	Trainee Information Technology Trainee Finance Trainee Library Trainee Records Trainee Customer Service Student Assessment Planner Graduate Asset Engineer Apprentice Mechanic (2)

Employee Turnover: 2021 - 2024

Council's turnover rate has been steady over the last three years, with a decline in turnover in the most recent financial year, down to 18.1% (refer to Table 2). This turnover rate closely aligns with the known industry benchmark turnover rates.

After a successful focus on recruitment over the past three years, Council currently has a low vacancy rate of 4.46%. Vacancy details for each Department are detailed in Attachment 1 to this report.

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Table 2: Employee Turnover and Vacancy Rate

	FY 2021/2022	FY 2022/2023	FY 2023/2024 (to 12/06/2024))
Headcount	395	421	436
Employee Terminations <i>(including casuals)</i>	76 Team Members 14 x Pool Casuals 4 x Term Contracts 1 x Retirement	81 Team Members 4 x Term Contracts 2 x Managed Exits 1 x Retirement 1 x Employee Deceased	79 Team Members 16 x Casuals (clean up historical data exercise) 5 x Graduate/ Traineeship/ Intern 2 x Retirement 4 x Managed Exits 5 x Term Contracts
Total Turnover %	19.2%	19.2%	18.1%
No. of Employees Recruited	115	96	98
Local Government Turnover Rate	18.26%	18.40%	Data not yet available
Local Government Vacancy Rate	11.02%	11.21%	Data not yet available
HCC Vacancy Rate			4.46%

Overall FTE and Employee Costs

FTE Increase

There has been an increase of 22.9 in employee headcount over three years. In conjunction with a small increase in FTE after the organisation restructure, there was an increase of 15.6 FTE in grant funded positions (refer to Table 4) due to the response to Infrastructure Recovery and Western Sydney Infrastructure Grants Program requirements. Other increases have been offset with cost savings.

The total FTE and net employee costs over the last three years has increased by \$3.7 million. The increases outlined in Table 3 are due to the following:

- Increase in number of grant funded roles, particularly the Infrastructure Recovery Team
- Cost of Award salary increases of 2.5% from 1 July 2022 and 4.5% from 1 July 2023
- Cost of Superannuation increase from 10% to 11% over the period from 2022 to 2024
- Cost of step increases within Council salary structure, with 50% of employees entitled to an increase on average of 4%
- Cost of a competitive labour market where there has been some requirement to meet market rates for some newly recruited roles

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Table 3: FTE Employee numbers and costs

Year	FTE (Total)	Net Employee Costs	FTE (Grant)	Net Cost of Grant Programs (IRT)
March 2022	335.45	\$32,489,015	4.40	\$0
March 2023	356.85	\$34,658,847	14.00	\$265,490
March 2024	358.36	\$36,193,405	15.60	\$348,860

Table 4: Grant Funded Positions 2024

Directorate	Program	Position Title
Infrastructure Services	Western Sydney Infrastructure Grants Program Infrastructure Recovery Team Liveability	Coordinator Infrastructure Recovery (Agency@ March 2024)
		Project Manager - Infrastructure Recovery (x2)
		Project Surveillance Officer
		Project Engineer
		Civic Engineer Internship
		Coordinator - WSIGP
		Senior Project Manager - WSIGP
		Project Manager (x3)
		Project Technical Officer
		Project Administrator
		Project Administrator and Procurement
		Engagement and Communication Officer
		Superintendent/Construction Project Manager
City Planning	Natural Disaster Funding	Floodplain Management Officer

Note: Data has excluded four grant funded Community Planning roles as positions either vacant or to be completed imminently.

Employee Engagement Results: 2024

In February/March 2024, Council undertook its second comprehensive Employee Engagement & Alignment Survey. The first survey was conducted in September 2021.

Insync were engaged to undertake the Survey on Council's behalf. Results are benchmarked against Insync's Local Government benchmark. This benchmark consists of 103 studies which encompassed more than 44,000 responses.

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The survey measures both employee engagement and employee alignment:

What is organisational alignment? Successful organisations have all their systems, processes, departments, employees and customers aligned to the organisational strategic plan.

What is employee engagement? Employee engagement refers to the degree to which your employees feel emotionally connected to the organisation, have positive attitudes and go the extra mile.

Outcomes

The key highlights from the February 2024 Survey are:

- Both employee and engagement rates have seen very significant improvement since the previous survey in September 2021
- Council has moved into the top 25% for Councils benchmarked for employee alignment, lifting 13% from the 2021 result which fell into the lower quartile of benchmarked councils
- The engagement rate has improved from 58% to 66%, with consistent high levels of engagement across all directorates, shifting from the lower quartile of the benchmark to just outside the upper quartile
- Employee alignment to and understanding of Council's long-term direction has improved by 19% and falls within the top 10% of benchmarked councils.
- Staff are highly committed to Council with 79% strongly agreeing that they go above and beyond for the benefit of Hawkesbury City Council. This result falls in the top decile of all benchmarked councils.
- 74% of staff strongly agreed that they were able to make the best use of their skills and abilities in their role, being a result in the top decile of the benchmark, and an increase of 31% since the last survey
- Overall trust, job satisfaction, and seeing a fulfilling future at Hawkesbury City Council has increased
- Demonstration of Council's values and behaviours has increased markedly across the organisation, up 14% from 2021.
- The performance focus of the Council remains high, with 64% believing their team was performance driven (top 10% of benchmarked councils)
- Key themes from staff feedback continue to include requests for more staff and resources, improved systems and processes as well as a desire for increased priority on health, safety and wellbeing.

Council's highest scoring drivers of employee engagement and alignment were Long Term Direction, Team Leadership and Team Effectiveness. All increased by double digits, with Long Term Direction and Senior Leadership increasing by 19%.

When benchmarking the results, across the 74 items in the Survey:

- 17 (23%) were in the top decile (2021 result: 4%)

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- 19 (26%) were in the top quartile (2021 result: 1%)
- 38 (51%) were in the middle quartile (2021 result: 38%)
- No items were in the bottom quartile or decile (2021 result: 57%)

It is relevant to note that a shift of 5% in scores is generally considered substantial. The dramatic and positive shift in outcomes of the Survey between the 2021 and 2024 have been brought about by a range of deliberate initiatives and actions to bring about constructive change to both organisational culture and the overall experience of our employees.

Council will continue to develop Branch and organisation-wide Council Action Plans to continue to improve employee engagement and alignment across Council. These will focus on both strengths and opportunities and Council is committed to involving employees in the creation and fine-tuning of these plans.

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.
- 4.6 Support the operation of the organisation through effective staff engagement.

FINANCIAL IMPACT

There are no financial implications applicable to this report.

ATTACHMENTS

AT - 1 Current FTE and Vacancies by Directorate

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Attachment 1 - Current FTE and Vacancies by Directorate

General Manager

Branch	Current FTE	Current Vacancies
Business Improvement and Customer Experience	18.1	Customer Experience Officer x 2 Temp
General Counsel	2.6	Nil
General Manager	9	Nil
Communications and Events	10.2	Nil
People and Development	8.2	Nil

Corporate Services

Branch	Current FTE	Current Vacancies
Arts and Culture	22.7	Technical Administrator
Information Services	14.3	Nil
Financial Services	20.3	Accounts Payable and Payroll Coordinator
Governance and Risk	15.2	Coordinator Governance
Property and Strategy	3	Nil

City Planning

Branch	Current FTE	Current Vacancies
Economic Development	5.44	Visitor Information Officer
Community Planning and Partnerships	5.40	Manager Community Planning and Partnerships
Environment and Regulatory Services	21.64	Community Enforcement Officer - Companion Animal Management
Development Assessment	20	Executive Assessment Planner Senior Building Surveyor
Strategic Planning	8.4	Strategic Planner - Developer Contributions

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Infrastructure Services

Branch	Current FTE	Current Vacancies
Wastewater	16.5	Wastewater Operator
Resource Recovery	23.9	Weighbridge Attendant
Infrastructure Operations	79.7	Operational Supervisor - Parks Open Space Team Leader Operational Assistant - Transport Operations Intermediate Plant Operator - Transport Operations
City Services	14.6	Nil
Asset Systems and Planning	11	Nil
Project Delivery	13	Capital Program Director
Infrastructure Recovery Team	6.6	Nil
Western Sydney Infrastructure Grants Program	8.6	Nil

Note: All figures current as at 17 June 2024.

oooO END OF REPORT Oooo

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10.3. CITY PLANNING

10.3.1. CP - Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 - (95498)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to present to Council the Draft Hawkesbury Floodplain Risk Management Study and Plan 2025. The report seeks endorsement from Council to undertake community consultation on the Draft Study and Plan and place the documents on public exhibition for an extended period of eight weeks.

EXECUTIVE SUMMARY

Council has undertaken a review of the Hawkesbury Floodplain Risk Management Study and Plan 2012. The actions from the Study and Plan that have been delivered have been considered jointly with contemporary flood data to update these documents and develop the Draft Hawkesbury Floodplain Risk Management Study and Plan 2025.

The preparation of the Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 has been undertaken in accordance with the relevant legislation, guidelines and best practice. Flood information from the recently released Hawkesbury-Nepean River Flood Study 2024 has informed the Draft Study and Plan, which provides the most contemporary flood data to understand the risks associated with flooding of the Hawkesbury River and the backwater flooding of its tributaries.

The Draft 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. The Draft Study and Plan 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.

The Draft Study and Plan provides several measures to mitigate flood risks and impacts, and a discussion in relation to the merits of each option. Measures investigated include:

Flood Modification Measures	Property Modification Measures	Response Modification Measures
McGraths Hill Levee	Voluntary Purchase	Flood Warning
Pitt Town Levee	Flood Planning Levels	Flood Awareness/Preparedness
South Windsor Levee	Revise LEP and DCPs	Evacuation Planning
Wilberforce Levee	Section 10.7 Planning Certificates	
Survey of existing levees	House Raising	
Currency Creek Bypass	Flood Proofing	

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Of note, the Draft Study and Plan also recommends:

- A flood planning level of the 0.5% AEP (1 in 200 AEP) plus 0.5m freeboard given:
 - The extent and depths of flooding, and large variation in flood levels between different flood events
 - That the current 0.5% AEP (1 in 200 AEP) level with freeboard (19m AHD at Windsor) will be equivalent to the expected 1% AEP level in 2030 due to climate change impacts.
- The use of Flood Planning Constraint Categories as best practice for the management of flood impacts on future and existing development. These categories have been developed using condensed 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.

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. It is proposed that an extensive community engagement and public exhibition process be undertaken to better understand the community's views on the various options before finalising the Draft Study and Plan.

RECOMMENDATION

That:

1. The Draft Hawkesbury Floodplain Risk Management Study and Plan 2025, attached as Attachments 1-3 to this report, be placed on public exhibition for a period of eight weeks.
 2. The outcome of public exhibition of the Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 be reported to Council prior to adoption.
-

BACKGROUND

As outlined in numerous NSW Government and Insurance Council of Australia strategies and documents, the Hawkesbury-Nepean Valley has one of the most significant flood risk exposures within Australia.

Hawkesbury Floodplain Risk Management Study and Plan

In 2012, the Hawkesbury Floodplain Risk Management Study and Plan was prepared by Council.

The Hawkesbury Floodplain Risk Management Study was developed to enable government and the community to recognise more fully, and respond more appropriately to the flood risk in the Hawkesbury Local Government Area. The Study reviewed known information in relation to flood behaviour, and classified the floodplain according to its flood risks.

The principal outcome of the Study was the preparation of the Floodplain Risk Management Plan.

The Hawkesbury Floodplain Risk Management Plan recommended strategies to manage the existing and future flood risks, and included actions in relation to community flood education and resilience, emergency management, flood risk advice, town planning, voluntary house raising and redevelopment, and updating of flood data.

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It should be noted that in 2012 when adopting the Hawkesbury Floodplain Risk Management Study and Plan, Council did not adopt the planning component of the Plan and as a consequence, some of the actions proposed in the Plan, including changes to planning certificates, updating Chapters in the Hawkesbury Development Control Plan and changes to the flood planning level were not undertaken.

NSW Government's Resilient Valley, Resilient Communities - the Hawkesbury-Nepean Valley Flood Risk Management Strategy

Infrastructure NSW released the *Resilient Valley, Resilient Communities - the Hawkesbury-Nepean Valley Flood Risk Management Strategy* in May 2017. That Strategy provided nine key Outcomes with associated Actions to be undertaken, including the development of a regional land use and road planning framework to assist in the future development of the locality in relation to flood risks, and the capacity for regional flood evacuation.

One key Outcome of the Strategy was the development of a regional flood study, including extensive mapping of flood data within the Hawkesbury-Nepean floodplain. The last regional flood studies for the Hawkesbury-Nepean Valley were prepared in 1996 and 1997, and since that time there have been some significant changes in the Valley as well as significant advances in the science of flood modelling. For these reasons, and to ensure accessible and consistent flood risk information is available in accordance with Outcome 4 of the Hawkesbury-Nepean Valley Flood Risk Management Strategy, the Hawkesbury-Nepean Valley Regional Flood Study 2019 was undertaken and released in 2019.

Further flood modelling work commenced in 2020 by Infrastructure NSW (now NSW Reconstruction Authority) to prepare a 2D Flood Model for the Hawkesbury-Nepean Valley. The Hawkesbury-Nepean River Flood Study 2024, was recently released on 21 June 2024 and has been used as the most up-to-date data and information with respect to flooding in the Hawkesbury-Nepean Valley.

With the availability of contemporary data for flooding through the Regional Flood Studies, and given that the Hawkesbury Floodplain Risk Management Study and Plan 2012 is 10 years old, Council applied for and successfully obtained funding through the NSW Floodplain Management Grants Program to assist in a review of the Hawkesbury Floodplain Risk Management Study and Plan 2012.

NSW Government's Disaster Adaptation Plan

The NSW Reconstruction Authority is developing the state's first local disaster adaptation plan, which will focus on flood risk in the Hawkesbury-Nepean Valley.

The State Disaster Mitigation Plan and Disaster Adaptation Plans aim to ensure NSW is well-prepared and successfully manages natural hazard risks to reduce the cost and impacts of disasters on communities. Guidelines that outline a coordinated, place based and community centred approach to disaster adaptation planning are also being developed to inform the preparation of Disaster Adaptation Plans.

The Draft Guidelines for Disaster Adaptation Plans advises that through collaboration, an understanding of the natural hazard risk, and community insights, Disaster Adaptation Plans will consider and analyse a range of risk reduction options that may include:

- Mitigation infrastructure such as flood levees or sea walls
- An increase to planning controls on development in certain areas
- Investing in evacuation capacity upgrades to local and state roads.

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It also advises that Disaster Adaptation Plans will set out short, medium and longer term actions to implement preferred options, with clearly defined roles and responsibilities. Some actions may need to be implemented at a local scale, and others at a regional, state or federal scale.

It is proposed that Disaster Adaptation Plans will be locally-implemented, regionally coordinated and state facilitated.

The Draft Guidelines recognise that councils and other organisations will need funding support to deliver actions included in Disaster Adaptation Plans. One of 37 key actions within the State Disaster Mitigation Plan is to develop a business case for a NSW Mitigation Fund. Once this fund is established, it will help to resource risk reduction actions set out and prioritised in Disaster Adaptation Plans.

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-labile 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.

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

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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.

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.

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

DISCUSSION

Hawkesbury-Nepean River Flood Study 2024

A detailed flood study was undertaken by the NSW government for the Hawkesbury-Nepean Valley between 2020 and 2024 to define the existing flood behaviour at a regional scale. The Hawkesbury-Nepean River Flood Study 2024 was released on 21 June 2024, and given this represents the most up-to-date flood information, the outputs of this flood study have been used to inform the Draft Hawkesbury Floodplain Risk Management Study and Plan 2025. The Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 seeks to manage the flood risks as identified by the Hawkesbury-Nepean River Flood Study 2024.

A comparison between flood levels adopted by the Hawkesbury Floodplain Risk Management Study and Plan 2012, and those of the Hawkesbury-Nepean River Flood Study 2024 at key locations shows:

- No change to the 1% AEP (1 in 100 AEP) flood levels for North Richmond and Windsor
- A decrease (-0.2m) to the 1 % AEP (1 in 100 AEP) flood level for Wisemans Ferry
- An increase in the 1% AEP (1 in 100 AEP) flood level at Sackville (+1.1m) and Lower Portland (+0.7m); and
- Significant increases in the Probable Maximum Flood Levels:
 - North Richmond +4.1m
 - Windsor +4.2m
 - Sackville +6.4m
 - Lower Portland +4.3m
 - Wisemans Ferry +2.8m.

The Hawkesbury-Nepean River Flood Study 2024 also provides additional data in relation to rarer flood events that previously had not been available.

Draft Hawkesbury Floodplain Study and Plan 2025

The preparation of the Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 has been undertaken in accordance with the relevant legislation, guidelines and best practice. It has used flood information from the recently released Hawkesbury-Nepean River Flood Study 2024, which provides the most contemporary flood data to understand the risks associated with flooding of the Hawkesbury River. The flood information relates to the Hawkesbury River and backwater flooding of its tributaries.

The Draft 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. Flood damage calculations do not include all impacts associated with flooding. They do, however, provide a basis for assessing the economic loss of flooding and provide a means of assessing the merit of flood mitigation works. By quantifying flood damage for a range of design events, appropriate cost-effective management measures can be analysed in terms of their benefits (reduction in damages) versus the cost of implementation.

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A total of 4,766 residential and non-residential properties within the floodplain are flooded above floor level in a 1% AEP (1 in 100 AEP) event, and 19,080 properties are flooded above floor level in a Probable Maximum Flood event. Table 1 below shows the estimated flood damages for a range of flood events, and that the total Average Annual Damages for the Hawkesbury Local Government Area is \$90,868,080.

Table 1: Estimated Flood Damages.

Event (AEP)	Properties Affected	Properties Above Floor	Total Tangible Flood Damages	Average Tangible Damages Per Flood Affected Property
20%	110	85	\$21,631,774	\$196,652
10%	756	660	\$133,737,634	\$176,902
5%	1,552	1,224	\$294,075,698	\$189,482
2%	3,619	2,818	\$920,102,849	\$254,242
1%	5,388	4,766	\$1,985,984,728	\$368,594
0.5%	7,211	6,263	\$2,920,302,887	\$404,979
0.2%	10,551	9,360	\$4,413,264,517	\$418,279
0.1%	13,300	12,070	\$5,780,240,946	\$434,605
PMF	19,173	19,080	\$10,343,023,203	\$539,458
		Average Annual Damages (AAD)	\$90,868,080	

The Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 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.

Flood Emergency Response Classification

Flooding can result in obstruction of evacuation routes and the isolation of areas within the floodplain. The Flood Emergency Response Classification system provides a basis for understanding the varying nature, seriousness and scale of these issues, with particular focus on isolation. The Flood Emergency Response Classifications were developed in accordance with the NSW Flood Risk Management Manual, and associated guideline.

The classifications used in the Draft Study and Plan are listed below:

- Low Flood Island
- Rising Road Access
- Overland Escape Route
- Low Trapped Perimeter
- High Trapped Perimeter

Much of the floodplain between Agnes Banks, Windsor and McGraths Hill is classified as Low Flood Island. The area between Agnes Banks and Yarramundi is High Trapped Perimeter. Most of the lower reaches of the River is classified as Rising Road Access or Overland Escape Route, with patches of

both Low and High Trapped Perimeter. Figure 1 below is an example of the Flood Emergency Response Classification mapping.

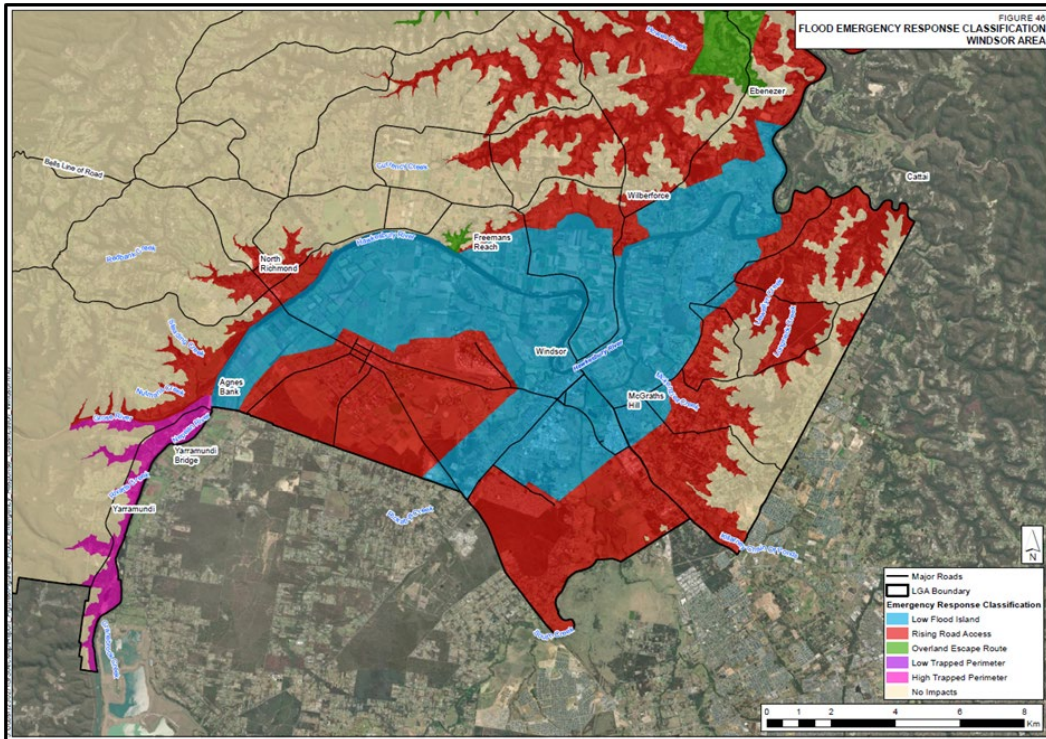


Figure 1: Flood Emergency Response Classification – Windsor Area

Flood Planning Constraint Categories

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 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. The Flood Planning Constraint Categories can be used in high level assessments of land use planning to inform and support decisions for strategic planning.

The Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 recommends the use of Flood Planning Constraint Categories as best practice.

The Flood Planning Constraint Categories have been determined based on a Defined Flood Event of 0.5% AEP (1 in 200 AEP) and Flood Planning Level of 0.5% AEP (1 in 200 AEP) plus 0.5m freeboard.

Table 2 below outlines the criteria for each of the Flood Planning Constraint Categories used in the Draft Study and Plan.

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Table 2: Criteria for each of the Flood Planning Constraint Categories

	Constraints	Implications	Considerations
FPCC 1	Floodway and flood storage areas in the Defined Flood Event	Any development is likely to affect flood behaviour in the 0.5% AEP event and cause impacts elsewhere.	Majority of development and uses have adverse impacts on flood behaviour or are vulnerable. Consider limiting uses and developments to those that are compatible with flood function and hazard.
	H6 hazard in the Defined Flood Event	Hazardous conditions considered unsafe for vehicles and people, all types of buildings considered vulnerable to structural failure.	
FPCC 2	Floodway in the 0.2% AEP event	People and buildings in these areas may be affected by dangerous floodwaters in rarer events	Many uses and developments will be more vulnerable in these areas. Consider limiting new uses to those compatible with flood function and hazard (including rarer flood flows) or consider treatments to reduce the hazard (such as filling). Consider the need for additional development control conditions to reduce the effect of flooding on the development and its occupants.
	H5 flood hazard in the 1% AEP event	Hazardous conditions considered unsafe for vehicles and people, and all buildings vulnerable to structural damage.	
	H6 flood hazard in the 0.2% AEP event	Hazardous conditions develop in rare events which may have implications for the development and its occupants.	
	Areas of FPCC3 surrounded by FPCC 2 or FPCC 1	Hazardous conditions arise due to isolation (see below)	
FPCC 3	Within the FPA (0.5% + 0.5m)	Hazardous conditions may exist creating issues for vehicles and people. Structural damage to buildings is unlikely.	Standard land use and development controls aimed at reducing damage and the exposure of the development to flooding are likely to be suitable. Consider additional conditions for critical utilities, vulnerable facilities and key community infrastructure.
	Note: Areas classified as FPCC 3 that are surrounded by FPCC 2 and/or FPCC1 have been reclassified as FPCC2.	Even if elevated, hazard may arise from the area being isolated and cut off by deep or fast flowing water. Without a safe evacuation route, risk to life exists even if the building itself is not threatened. Such areas are reclassified as FPCC2 (see above)	See FPCC 2

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	Constraints	Implications	Considerations
FPCC 4	Within the PMF extent	Emergency response may rely on key community facilities such as emergency hospitals, emergency management headquarters and evacuation centres operating during an event. Recovery may rely on key utility services being able to be readily re-established after an event.	Consider the need for conditions for emergency response facilities, key community infrastructure and land uses with vulnerable users.
	Note: Areas classified as FPCC 4 that are surrounded by FPCC2 and/or FPCC1 have been reclassified as FPCC2.	Even if elevated, hazard may arise from the area being isolated and cut off by deep or fast flowing water. Without a safe evacuation route, risk to life exists even if the building itself is not threatened. Such areas are reclassified as FPCC2 (see above)	See FPCC 2

The adoption of Flood Planning Constraints Categories will enable the identification of appropriate development controls that correspond to the constraints of flooding within a particular area.

Figure 2 below is an example of the Flood Planning Constraint Category mapping.

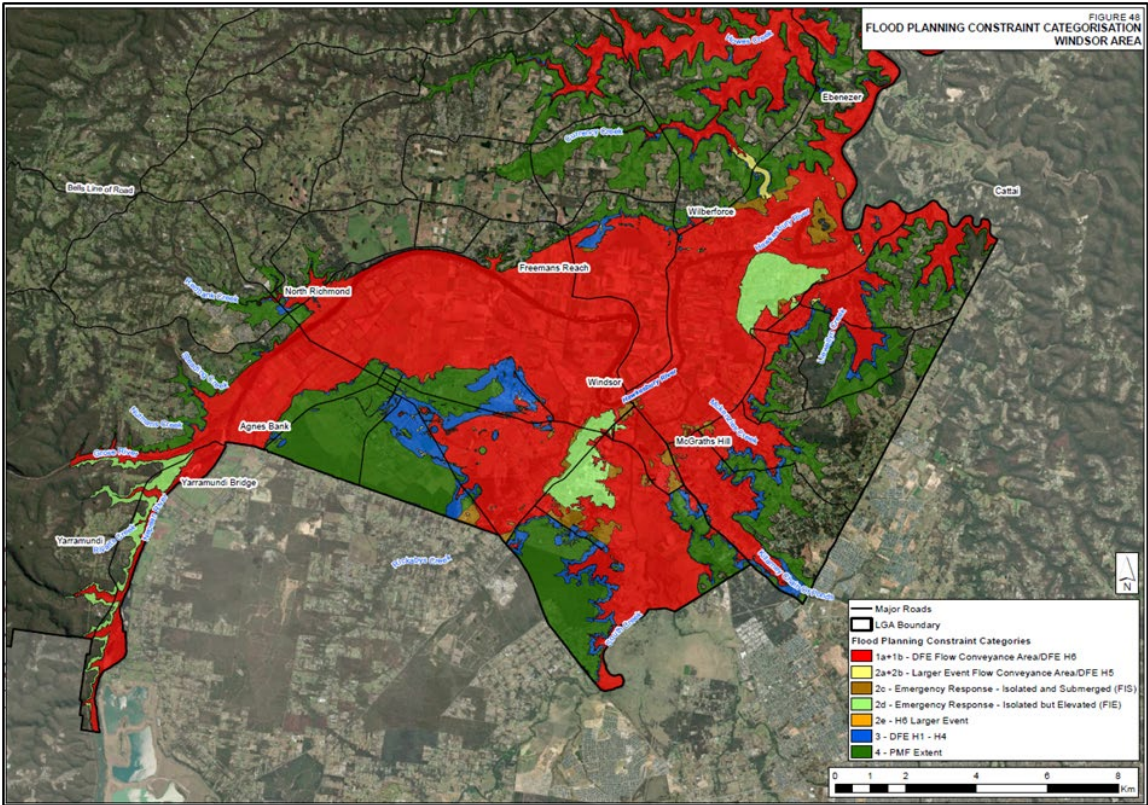


Figure 2: Flood Planning Constraint Categorisation – Windsor Area

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Climate Change

The NSW Government's Flood Risk Management Manual 2023 requires that flood studies and floodplain risk management studies consider the impacts of climate change (sea level rises and rainfall increase) on flood behaviour.

The Draft Study and Plan has considered the impacts climate change is likely to have on flood behaviour in the future, including increases in the frequency of flooding, flood levels and consequently the Average Annual Damages costs.

Four climate change scenarios were considered by the Draft Study and Plan, with the following impacts identified:

- Under scenario SSP3, which has the developed world making limited movement to a low carbon economy:
 - The current 1% AEP (1 in 100 AEP) flood will be 4 times more likely to occur with a probability of 1 in 24.8 AEP.
 - Consequently, to achieve a 1% AEP (1 in 100 AEP) design standard in 2090 a historic design standard of 1 in 580 AEP would need to be adopted.
 - Warming to date means that the historical 1% AEP (1 in 100 AEP) event is nearly twice as likely with an AEP of 1 in 57.2.
- The 1% AEP (1 in 100 AEP) level (17.3 mAHD in historical climate) will exceed 20m under some climate scenarios.
- Over the range of climate scenarios considered, it is predicted that climate change will result in an 86% to 325% increase in the Annual Average Damages.

The Draft Study and Plan recommends that climate change be considered to manage the expected increased flooding impacts on development through the selection of the flood planning level/flood planning area.

Flood Planning Levels, Flood Planning Areas and Freeboard

Stipulating Flood Planning Levels for all new development is one of the most effective measures in reducing flood damages. The Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 recommends that consideration should be given to adopting a flood planning level greater than the typical 1% AEP (1 in 100 AEP) level, given:

- The extent and depths of flooding, and large variation in flood levels between different flood events
- That the current 0.5% AEP (1 in 200 AEP) level with freeboard (19m AHD at Windsor) will be equivalent to the expected 1% AEP level in 2030 due to climate change impacts.

In this regard the Draft Study recommends a flood planning level of 0.5% AEP (1 in 200 AEP) plus 0.5m freeboard.

Currently, Council's flood planning level does not include freeboard. The typical freeboard for residential development due to flooding from waterways, such as rivers or creeks, is 0.5m.

Whilst the application of a freeboard was believed to provide a factor of safety to compensate for the effects of climate change, it is now widely accepted that it is not enough to account for climate

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change, particularly in the Hawkesbury Local Government Area. Typically, in coastal locations a 0.5m freeboard raises the 1% AEP (1 in 100 AEP) to a 0.5% AEP (1 in 200 AEP) level. However, at Windsor the freeboard would need to be 1.2m to achieve a level equivalent to the 0.5% AEP (1 in 200 AEP).

The flood planning area is the area of land below the flood planning level plus freeboard. In general, the flood planning area is where flood related development controls are deemed necessary to manage the risks and impact from flooding, and should be applied. For example, Clause 5.21 *Flood planning* of Hawkesbury Local Environmental Plan 2012 provides the requirements for development within the flood planning area. Likewise, any flood related development controls within a policy or development control plan would also relate to the flood planning area/s.

In choosing a flood planning level, the area of the floodplain where development controls are warranted is identified. However, those controls will vary depending on the type of development, level of risk, and other circumstances.

In this regard, whilst a flood planning level equivalent to the current 0.5% AEP (1 in 200 AEP) plus freeboard (19m AHD at Windsor) is recommended for new development, different controls can be developed for new development as opposed to additions/alterations to, or redevelopment of, existing development.

For example, it would be reasonable to require all new houses to have floor levels at the 0.5% AEP (1 in 200 AEP) level plus freeboard (19m AHD at Windsor), however this would be impractical for many existing dwellings to achieve if undertaking additions, alterations or redevelopment.

A Development Control Plan chapter to manage flood impacts will be drafted as a future action of the Draft Hawkesbury Floodplain Risk Management Study and Plan 2025, at which time appropriate development controls can be determined relevant to Flood Planning Constraint Categories.

With an understanding of flood behaviour, the consequences of flooding on the community and the matters that will influence the management of flood risks, the methods of mitigating or managing the impacts of flooding can be analysed.

Proposed Risk Management Options

The NSW Government's Flood Risk Management Manual 2023 separates risk management measures into three broad categories:

Flood modification measures modify the physical behaviour of a flood (depth, velocity and redirection of flow paths) and include flood mitigation dams, retarding basins and levees.

Property modification measures modify land use and development controls. This is generally accomplished through means such as flood proofing (house raising or sealing entrances), strategic planning (such as land use zoning), building regulations (such as flood-related development controls), or voluntary purchase.

Response modification measures modify the community's response to flood hazard by educating flood affected property owners about the nature of flooding so that they can make informed decisions. Examples of such measures include provision of flood warning and emergency services, improved information, awareness and education of the community and provision of flood insurance.

The Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 has considered the following management options as outlined in Table 3:

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Table 3: Recommendations Relating to Proposed Risk Management Options

Proposed Risk Management Options	Recommendations
Flood Modification Measures	
McGraths Hill Levee Pitt Town Levee South Windsor Levee Wilberforce Levee	Of the levee options investigated the Wilberforce levee produced the lowest impacts as it was on the edge of the floodplain. The options produced very minor impacts in a 2% AEP (9 in 50) that were widespread. Overall, the reduction in Average Annual Damage compared to the cost of the option found that it was unviable. Pitt Town, South Windsor and McGraths Hill levees are not recommended for further consideration.
Survey of existing levees	Survey existing minor levee banks that assist with managing small floods and are associated with drainage works levee banks have been built within the Hawkesbury River floodplain. These would be surveyed for extent and level
Currency Creek Bypass	Currency Creek Bypass provides widespread reductions in flood levels across design events. However, flood levels are increased downstream of Sackville. The option is not recommended for further consideration.
Property Modification Measures	
Voluntary Purchase	A total of 2,413 properties are affected by high to extreme hazards during the 1% AEP (1 in 100 AEP) flood event. However, a lower number are likely eligible under the criteria. A detailed assessment of their viability should be undertaken. Investigation into only including the properties subject to the highest hazard in frequent events.
Flood Planning Levels	It is recommended that Council adopt the 0.5 % AEP (1 in 200 AEP) plus 0.5 freeboard for the flood planning level. A freeboard of 0.5m is recommended for the study area. The Flood Planning Area (FPA) is defined as the extent of the FPL (the 0.5% AEP (1 in 200 AEP) event plus a freeboard). It is recommended that Council update its flood planning area and flood planning levels based on the current study and tributary studies it is currently undertaking. Consideration should be given to the inclusion of climate change. Council should consider making the FPL and flood depths available on its website.
Revise LEP and DCPs	No changes to Councils land use zoning are recommended. Recommend the development of a Development Control Plan based on Flood Planning Constraint Categories.
Section 10.7 Planning Certificates	Section 10.7(2) and (5) Planning Certificate notations regarding flooding should be continued to provide information on all mechanisms of flood risk at the site. A greater level of detail can be provided via Section 10.7(5) certificates using outputs from this Study and Council's other Floodplain Risk Management Studies.
House Raising	A total of 81 properties were identified as being flooded in frequent events (10% AEP) (1 in 10) and subject to low hazard. Properties flooded frequently contribute a significant portion of the average annual flood damages. It is recommended that:

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Proposed Risk Management Options	Recommendations
	<ul style="list-style-type: none">• Council undertake floor level survey of properties• Council investigates a house raising program and prioritise houses should funding become available.• The feasibility study should investigate which properties are suitable for raising.
Flood Proofing	Promote flood proofing for commercial properties in catchment, and residential properties where effective.
Response Modification Measures	
Flood Warning	The following options are recommended: <ul style="list-style-type: none">• Cameras on bridge approaches to also be made available on disaster dashboard• Update of the Local Flood Plan to reflect flood levels from the 2024 Flood Study
Flood Awareness/Preparedness	<ul style="list-style-type: none">• Develop a flood awareness program.• It is recommended that a community flood awareness campaign be undertaken with the updated flood mapping
Evacuation Planning	<ul style="list-style-type: none">• The NSW SES Local Flood Plan was prepared in 2020 and schedule for review in 2025. This should be updated to include the new flood mapping.• Any major future events within this time should be incorporated into flood intelligence and evacuation planning.

The Draft Hawkesbury Floodplain Risk Management Study has undertaken a review of a range of management measures with the outcomes forming the basis of the Draft Hawkesbury Floodplain Risk Management Plan. An assessment of the merits of each measure has been undertaken considering:

- Changes in flood behaviour, such as a reduction in flood level, hazard or hydraulic categorization
- A range of flood events
- The number of properties benefited by the measure
- The technical feasibility of the measure, such as design considerations, construction constraints, and long-term performance
- Community acceptance and social impacts
- Economic merits
- Financial feasibility to fund the measure
- Environmental and ecological benefits

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- Impacts on emergency management
- Political and/or administrative issues
- Long-term performance given the possible impact of climate change; and
- Risk to life.

The Draft Hawkesbury Floodplain Risk Management Plan includes the options highlighted in Table 3 to this report, and describes the purpose of each measure, its priority, cost, timeframe, and responsible agency for its implementation.

The management options listed have been included for exhibition purposes to gauge the community's views on these matters before finalising the Draft Plan.

The NSW Reconstruction Authority will also investigate a range of risk management options as part of the Hawkesbury-Nepean Disaster Adaptation Plan. Some of these options may overlap with the work Council is undertaking, however at this stage the range of options being considered by the NSW Reconstruction Authority is not publicly available.

Regardless, including the listed options in Council's Draft Plan allows Council to promote the community's preferences for investigation by the NSW Reconstruction Authority as part of the Disaster Adaptation Plan for the Hawkesbury-Nepean Valley.

COMMUNITY ENGAGEMENT

Hawkesbury Floodplain Management Committee

Council's Floodplain Management Committee has provided input throughout the Review of the Hawkesbury Floodplain Management Study and Plan project, including recommendations relating to the:

- Approach for community consultation
- Identification of management options
- Consideration of
 - Climate change
 - Flood planning level/s
 - Insurance implications.

The Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 was presented to the Floodplain Management Committee on 19 June 2024, where it was resolved that the Floodplain Management Committee:

1. *Consider the matters identified in the presentation by consultants WMA Water in relation to the Draft Amended Hawkesbury Floodplain Risk Management Study and Plan 2025.*
2. *Recommend that Council publicly exhibit the draft Study and Plan following the release of the 2024 Hawkesbury-Nepean River Flood Study.*

As previously highlighted in this report, the NSW Reconstruction Authority released the Hawkesbury-Nepean River Flood Study 2024 on 21 June 2024 for use.

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Community Consultation

As part of the Review of the Hawkesbury Floodplain Risk Management Study and Plan 2012, consultation was undertaken between 4 September 2023 to 2 October 2023 to gather the community's opinion on a range of management options.

The community's input was used to identify the preferred management options for further investigation, and inclusion in the Draft Study and Plan.

Proposed Engagement Plan

Further community engagement/consultation is now required with the completion of the Draft Hawkesbury Floodplain Risk Management Study and Plan 2025. It is proposed to exhibit the Draft Study and Plan in the manner set out below.

The purpose the exhibition is to:

- Inform the community of the outcomes of the Review of the Hawkesbury Floodplain Risk Management Study and Plan 2012
- Gather community feedback on the Draft 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 sent with October Rates Notice
- Media Releases
- Council website – YourHawkesbury-YourSay
- Council's Newsletter
- E Newsletter
- Social Media
- Relevant Council email databases
- 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 resident within the Hawkesbury Local Government Area as possible.

An exhibition period of eight weeks is proposed, commencing at the end September/early October 2024.

Community engagement will be supported by several documents, including

- Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 Report and Maps
- A summary of the outcomes of the Draft Study and Plan
- Frequently Asked Questions, including matters relating to the Floodplain Risk Management process, and the Draft Study and Plan outcomes and implementation.

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CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

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

Great Place to Live

- 1.1 Enable a shared responsibility for community resilience, community safety and disaster management.
- 1.3 Increase the range of local partnerships and plan for the future.
- 1.6 Build on a sense of community and wellbeing.

Reliable Council

- 4.1 Provide representative, responsive and accountable governance.
- 4.2 Encourage an informed community.
- 4.7 Encourage informed planning, balanced growth and community engagement.

FINANCIAL IMPACT

The Review of Hawkesbury Floodplain Risk Management Study and Plan 2012 is a grant funded project, and therefore has direct financial implications.

The matters raised in this report will also have indirect financial implications. Expenditure in the form of resources will be incurred in association with the exhibition of the Draft Hawkesbury Floodplain Risk Management Study and Plan 2025.

ATTACHMENTS

AT - 1 Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 - Report (*Distributed under separate cover*).

AT - 2 Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 - Appendix B (*Distributed under separate cover*).

AT - 3 Draft Hawkesbury Floodplain Risk Management Study and Plan 2025 - Figures (*Distributed under separate cover*).

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10.4. CORPORATE SERVICES

10.4.1. CS - Disclosure of Interests in Written Return - (95496)

Directorate: Corporate Services

PURPOSE OF THE REPORT

The purpose of this report is to table the required Disclosure of Interests in Written Returns lodged by a Designated Person.

EXECUTIVE SUMMARY

Council's Code of Conduct details the statutory requirements in respect of the lodgement of Disclosure of Interests in Written Returns by Councillors and Designated Persons. This report provides information regarding one Return recently lodged with the General Manager by a Designated Person.

RECOMMENDATION

That Council note that the Disclosure of Interests in Written Return, lodged with the General Manager, has been tabled.

BACKGROUND

Sections 4.21 to 4.27 of Council's Code of Conduct (the Code) relate to the Disclosure of Interests in Written Returns and the tabling of these Returns, which have been lodged by Councillors and Designated Persons. Section 4.21 of the Code is as follows:

"4.21 A councillor or designated person must make and lodge with the general manager a return in the form set out in Schedule 2 to this code, disclosing the councillor's or designated person's interests as specified in Schedule 1 to this code within 3 months after:

- (a) becoming a councillor or designated person, and*
- (b) 30 June of each year, and*
- (c) the councillor or designated person becoming aware of an interest they are required to disclose under Schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b)."*

As required by Section 4.24 of the Code, a register of all Returns to be completed under Section 4.21 of the Code is kept by Council.

In accordance with Section 4.25 of the Code, all Returns lodged by Councillors and Designated Persons under Section 4.21(a) of the Code must be tabled at the first meeting of the Council after the last day the Return is required to be lodged.

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The purpose of this report is to table the Return submitted by a new designated person under Section 4.21(a) of the Code.

DISCUSSION

The following Return has been lodged under Section 4.21(a) of the Code:

Position	Return Date	Date Lodged
Town Planner	25 March 2024	25 June 2024

The above details are now tabled in accordance with Section 4.25 of the Code, and the Return is available for inspection upon request, subject to any overriding public interest considerations against the disclosure of certain information within the Return.

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

Reliable Council

4.1 Provide representative, responsive and accountable governance.

FINANCIAL IMPACT

There are no financial implications applicable to this report.

ATTACHMENTS

There are no supporting documents for this report.

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10.5. INFRASTRUCTURE SERVICES

10.5.1. IS - Hawkesbury River County Council - (95495)

Directorate: Infrastructure Service

PURPOSE OF THE REPORT

The purpose of this report is to provide Council with an update on the ongoing assessment of Hawkesbury River County Council as the prevailing model for weed management under the Biosecurity Act 2015.

EXECUTIVE SUMMARY

The management of weeds falls within the purview of the Biosecurity Act 2015 (the Act) and this Act establishes local control authorities for all parts of NSW, with the primary function of these authorities being on the prevention, elimination, minimisation and management of the biosecurity risk posed by weeds. The Act establishes that the council of a local government area (LGA) is the local control authority, unless the authority has been conferred on a county council or joint organisation (as defined in the Local Government Act).

Hawkesbury River County Council (HRCC) is a County Council established for the purpose of undertaking weed management and is the local control authority for all the lands within its operations footprint, being the LGAs of the Hawkesbury, Penrith, Blacktown and The Hills. HRCC is primarily funded through member council contributions, and supplements this income with grant funding. As a county council, it also comes under the auspices of the Local Government Act and is required to, generally, perform all the functions related to the operation of a council, as its member councils are required to.

Council has previously examined the operations of HRCC with a view to understanding whether this is the best model for the discharge of biosecurity obligations. A briefing of Council in December 2023 presented a basic analysis of HRCC, considering only financial information which was publicly available at the time, and suggested that there may be a more efficient model if Council were to take on the LCA responsibility. However, while this was sufficient to justify further examination of the issue, it did not consider broader issues such as the optimal approach to the management of weeds or staffing considerations and challenges.

On the basis of further information received from HRCC, the initial assessment of "value" currently being delivered by HRCC has improved marginally and the overall cost of Council funding a comparable level of activity has increased.

Widening the matters of consideration, there is also strength in weed management being undertaken on a regional basis, allowing for a far more coordinated and controlled approach, particularly to the prevention and eradication of new weed incursions and the ability to apply far more resources to an incursion than any one council could realistically apply on its own. These are both important considerations for Hawkesbury as an LGA that is particularly vulnerable to the biosecurity risks of weeds.

With respect to staffing, while it might be possible that with two additional staff Council could undertake the same level of activity, this does not consider the reality that the issues of coverage during periods of leave and absence from the workplace, succession planning and the ability to attract

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and retain quite specialist staff could present as substantial challenges, and in some instances an ongoing risk.

RECOMMENDATION

That Council receive and note the report on Hawkesbury River County Council.

BACKGROUND

The Biosecurity Act 2015 (the Act) establishes an authority, known as a *Local Control Authority* for the purpose of undertaking various functions related to the control and management of weeds, including the prevention, elimination, minimisation and management of the biosecurity risk posed by weeds, the development and implementation of weed control programs, the inspection of land in connection with weed control, and other administrative functions related to weed management.

Generally, pursuant to Section 370(1) of the Act, the council of a local government area is the prescribed local control authority for the land within that local government area. However, the weed control functions for an area can be conferred on a county council or other entity such as a joint organisation.

Since 1948, the Hawkesbury River County Council (HRCC) has been established for the purpose of undertaking the management of weeds and functions under the Act across the local government areas of:

- Hawkesbury
- Penrith
- Blacktown, and
- The Hills Shire

HRCC is funded, in the main by contributions from the four member councils and supplements these with grant funding, primarily from the NSW Government's Weeds Action Program. With these resources, HRCC undertakes the functions prescribed by the Act including weed control activities, inspections and community engagement and education.

As a County Council, HRCC also comes under the auspices of the Local Government Act 1993 (LG Act) and must also then undertake almost all the functions, separate to but duplicating, that the member councils must undertake such as integrated planning and reporting, governance, audit, risk and improvement and administration.

HRCC is governed by a Council of elected members, two each from each member council, and has a headcount of ten staff (approximately nine FTE).

At the Ordinary Meeting of 11 July 2023, a question with notice was asked by Cllr Kotlash:

"Can I get confirmation that the \$471,000 worth of value, that has been brought up on several occasions, that we purportedly get from our \$200,000 annual payment to Hawkesbury River County Council (HRCC) is based on inflated figures?"

Subsequently the answer to this question was provided to a Councillor Briefing on 5 December 2023, which informed Council that, on the basis of a superficial analysis of publicly available data, the

ORDINARY MEETING

10. REPORTS FOR DETERMINATION

Meeting Date: 23 July 2024

provision of a service similar to that which had been delivered by HRCC could reasonably be delivered by Council at a value close to the annual contribution, and that of Council's contribution, only 49% was estimated to have been expended on direct weed management activities within the Hawkesbury LGA, versus a potential 73% if Council were to deliver the service directly.

The Briefing acknowledged that the analysis was only superficial and that further information would be sought from HRCC before further information was provided to Council.

Council has previously considered the issue of HRCC on a number of occasions since at least 2020 when a third party review was undertaken by a consultant.

Relevant Legislation

Biosecurity Act 2015

Local Government Act 1993

DISCUSSION

Financial Analysis

Financial analysis is not a straightforward undertaking, with the exercise hampered by a number of factors including absent/incomplete/aggregated activity data and conjecture over labour costs. As a measure of "value", on strict financial terms, two indicators have previously been used and are used again in this report: value to cost ratio and equivalent cost to Council.

Value to Cost Ratio

The value to cost ratio seeks to calculate the value of activities delivered directly in the pursuit of weed management (i.e. inspections of properties, roadsides/pathways and nurseries/markets and control activities) versus the cost incurred by Council (in this case the annual contribution). It is represented as a percentage and indicates what value, in cents, is delivered for every dollar of contribution made by Council.

In the Councillor Briefing previously referred to, a number of assumptions were made to facilitate a reasonable level of financial analysis, extending to the number of inspections and other non-control related activities undertaken in the Hawkesbury LGA and the costs of these. Council met with representatives of HRCC to discuss these assumptions, as well as the broader issue of weed management within the LGA, and received a small amount of additional information including an updated figure for annual inspections and the published inspection fee, per HRCC's fees and charges.

The early analysis suggested that, on the basis of the 2021/2022 financial contribution and activities (which, at the time, was the latest year with which sufficient data existed to undertake analysis), only 49% of Council's contribution was expended on direct costs associated with inspections and control activities. With the additional data referred to above, this number had been revised upward to 73%, however the inspection rate (i.e. cost of each inspection, which has been the primary driver of the increase in "value") provided by HRCC is simply the inspection fee per HRCC's fees and charges, which is highly unlikely to be an accurate reflection of the cost of efficient, coordinated and planned inspections and, utilising a more realistic actual rate, the number falls back to 56%.

If Council were to elect to deliver the same level of direct activity (utilising two FTE staff), the value to cost ratio would increase, possibly as high as 73%, indicating that only 27% of the total cost would be lost on non-activity related tasks (such as administration, grant applications, etc). This does not consider how Council would address other resourcing issues such as succession planning, leave coverage and staff development and continues to be based on a number of assumptions related to administration on grant programs, ongoing training, involvement in legal proceedings etc.

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10. REPORTS FOR DETERMINATION

Meeting Date: 23 July 2024

Equivalent cost to Council

Council's contribution for the 2024/2025 year is \$256,291. The minimum viable level of staffing with which Council could deliver a comparable level of direct activity is \$271,070 (this reflects the current low usage of herbicide by HRCC; the cost increases to \$294,672 if a more realistic allowance is made for herbicide use), which suggests that, when simply looking at the overall cost to Council, HRCC represents only a marginally cheaper option.

Similarly, this does not consider how Council would address the other resourcing considerations referred to above, but it is likely that more activities (either direct weed management or other vegetation management activities) could be undertaken.

Regional Weed Management

Financial is only one consideration of the current arrangement of undertaking weed management activity. The other important consideration is the scale at which weed management is undertaken and indeed it is the case that successful weed management, having regard to the likely sources of incursions (primarily being those areas of higher population density), would reflect in the financials as a lower value proposition as the focus of prevention and eradication activities occur outside of the LGA.

The Hawkesbury is somewhat of an outlier as compared with the other three member councils within HRCC; it is the largest, by land area, the largest agricultural sector but has the smallest population. These aspects of the LGA make it particularly vulnerable to biosecurity impacts and weeds particularly (as of all the biosecurity risks, it is weeds which fall within the remit of local government). Furthermore, the LGAs geographic positioning similarly make it vulnerable from incursions outside of its borders, due to the Hawkesbury River and the significant population mass (and associated biosecurity risks) within the adjoining LGAs of Penrith, Blacktown and The Hills.

Recently, there have been examples of weed management operations which have been undertaken outside of or straddling the LGA's borders, but which have had a direct benefit to the Hawkesbury for the avoidance of a potential future weed incursion. For example, a significant operation to address Frogbit infestations was undertaken through the Oakville area in late 2022. Frogbit, a floating freshwater aquatic plant, is a significant biosecurity threat in NSW and attracts a weed classification of "prohibited matter" under the Act, the highest classification. The regional management of this biosecurity hazard undoubtedly prevented its spread to McKenzies Creek, South Creek and potentially the Hawkesbury River.

Similar interventions have taken place with other weed species including a sub-species of opuntia (prickly pear) which was detected and seized from a commercial nursery outlet and water poppy seizures from aquarium outlets and traders.

In this respect, there is a distinct advantage to the Hawkesbury community from Council's participation at a regional scale insofar as being afforded the opportunity of a "buffer" by the other three member councils and having a relatively strong ability to influence activities within these other LGAs in the interest of preventing incursions.

Staffing

While early analysis, on face value, suggested that a similar "value" could be delivered by two staff members, this did not take into account how that staffing would operated within Council's current structure, including aspects such as coverage for leave, succession planning, the added (and largely undefined) administrative burden that comes with participation in the Weed Action Program (and it is worth noting that a new five year program will be commencing in 2025/2026 with a number of changes alluded to by DPIRD).

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 23 July 2024

COMMUNITY ENGAGEMENT

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

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2022-2042

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

Great Place to Live

- 1.3 Increase the range of local partnerships and plan for the future.

Protected Environment and Valued History

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

Strong Economy

- 3.2 Increase the range of local industry opportunities and provide effective support to continued growth.

FINANCIAL IMPACT

There are no financial implications applicable to this report.

ATTACHMENTS

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
10. REPORTS FOR DETERMINATION
Meeting Date: 23 July 2024

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ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

11.1.1. ROC - Floodplain Management Committee - 19 June 2024 - (161821, 124414, 95498)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to present the Minutes of the Floodplain Management Committee meeting held on 19 June 2024.

EXECUTIVE SUMMARY

The Floodplain Management Committee considered two items at its meeting on 19 June 2024.

One Item – Item 3.1.2 contained within the minutes of the Floodplain Management Committee Meeting has policy and/or financial implications to Council. Therefore it requires specific consideration by Council, the details of which are discussed in the report below.

The recommendations of the Floodplain Management Committee in relation to Item 3.1.2 are matters that will be reported to Council at this Ordinary Meeting (23 July 2024). The report recommends Council publicly exhibit the Draft Amended Hawkesbury Floodplain Risk Management Study and Plan 2025.

As Item 3.1.1 of the Minutes has no policy or financial implications for Council, it is presented for information only.

RECOMMENDATION

That in relation to the Minutes of the Floodplain Management Committee Meeting held on the 19 June 2024:

1. Council receive and note the Floodplain Management Committee Minutes in relation to Item 3.1.1.
 2. Council note that the Committee's recommendations in respect to Item 3.1.2 will be considered by Council when the Draft Amended Hawkesbury Floodplain Risk Management Study and Plan 2025 is formally presented to Council, namely:
 - a) *Consider the matters identified in the presentation by consultants WMA Water in relation to the Draft Amended Hawkesbury Floodplain Risk Management Study and Plan 2025.*
 - b) *Recommend that Council publicly exhibit the draft Study and Plan following the release of the 2024 Hawkesbury-Nepean River Flood Study.*
-

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

DISCUSSION

The Minutes of the Floodplain Management Committee meeting held on 19 June 2024 are attached as Attachment 1 to this report.

The Floodplain Management Committee met on 19 June 2024 and discussed the following Items:

- Item 3.1.1 - Floodplain Risk Management Project Updates (Received Update)
- Item 3.1.2 - Draft Amended Hawkesbury Floodplain Risk Management Study & Plan 2025

Following consideration of Item 3.1.2, the Floodplain Management Committee resolved:

That the Floodplain Management Committee:

1. *Consider the matters identified in the presentation by consultants WMA Water in relation to the Draft Amended Hawkesbury Floodplain Risk Management Study and Plan 2025.*
2. *Recommend that Council publicly exhibit the draft Study and Plan following the release of the 2024 Hawkesbury-Nepean River Flood Study.*

The recommendations of the Floodplain Management Committee in relation to Item 3.1.2 of the Meeting held on 19 June 2024 are matters that will be considered by Council when the Draft Amended Hawkesbury Floodplain Risk Management Study and Plan 2025 is formally presented at this same Ordinary Meeting (23 July 2024).

It is proposed that the Draft Amended Hawkesbury Floodplain Risk Management Study and Plan 2025 be placed on public exhibition in late September/early October 2024 to ensure Council has time to consider actions within the Draft Plan and provide commentary before the Draft Plan is publicly exhibited.

ATTACHMENTS

AT - 1 Minutes of the Floodplain Management Committee - 19 June 2024.

ORDINARY MEETING
11. RECEIPT OF MINUTES OF OTHER COMMITTEES
Meeting Date: 23 July 2024

Attachment 1 - Minutes of the Floodplain Management Committee - 19 June 2024

FLOODPLAIN MANAGEMENT COMMITTEE
Minutes: 19 June 2024

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ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

FLOODPLAIN MANAGEMENT COMMITTEE

Minutes: 19 June 2024

1. AGENDA

Welcome

Minutes of the Meeting of the Floodplain Sub-Committee held in the Large Committee Room, Windsor, on 19 June 2024, commencing at 3:00pm.

ATTENDANCE

- Present:** Councillor Les Sheather, Hawkesbury City Council – (Chairperson)
Mr Andrew North, Community Representative
Mr Christopher Bell, Community Representative
Mr Lawrence Rose, Community Representative
Mr Wayne Mitchell, Community Representative
Mr Murray West, Community Representative
Mr Troy Myers, Community Representative - (Audio-Visual Link)
Mr Lewis Adey, Community Representative – (Audio-Visual Link)
Mr Harry Panagopoulos, Department of Climate Change, Energy, the Environment and Water - (Audio-Visual Link)
Ms Fiona Coe, Department of Climate Change, Energy, the Environment and Water
Ms Carolyn Littlefair, NSW Reconstruction Authority – (Audio-Visual Link)
Mr Kevin Jones, State Emergency Services (Audio-Visual Link)
- Apologies:** Councillor Paul Viegal
Councillor Jill Reardon
Mr Phillip Bow, Hawkesbury City Council
- In Attendance:** Ms Monique Retallick, WMA Water
Mr Mark Babister, WMA Water
Councillor Mary Lyons-Buckett – (Audio-Visual Link)
Councillor Danielle Wheeler – (Audio-Visual Link)
Mr Andrew Kearns, Hawkesbury City Council
Ms Colleen Haron, Hawkesbury City Council

Member	17/04/2024	15/05/2024	19/06/2024
Mr Andrew North	✓	X	✓
Mr Christopher Bell	✓	✓	✓
Mr Wayne Mitchell	✓	A	✓
Mr Lewis Adey	✓	X	✓
Mr Harry Panagopoulos/Ms Fiona Coe	✓	✓	✓
Mr Kevin Jones	✓	✓	✓
Mr Stephen Yeo	✓	✓	✓
Councillor Les Sheather	✓	✓	✓
Mr Lawrence Rose	✓	✓	✓
Mr Murray West	A	A	✓
Mr Troy Myers	✓	✓	✓

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

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

FLOODPLAIN MANAGEMENT COMMITTEE

Minutes: 19 June 2024

Apologies

Apologies from Councillor Paul Viegel and Councillor Jill Reardon were noted.

RESOLVED on the motion of Mr Christopher Bell, seconded by Mr Wayne Mitchell.

Declaration of Interests

There were no Declarations of Interests made.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

FLOODPLAIN MANAGEMENT COMMITTEE

Minutes: 19 June 2024

2. CONFIRMATION OF MINUTES

The Committee resolved on the Motion of Mr Christopher Bell, seconded by Mr Troy Myers, that the Minutes from the previous meeting held on Wednesday, 15 May 2024 be confirmed.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

FLOODPLAIN MANAGEMENT COMMITTEE

Minutes: 19 June 2024

3. REPORTS FOR DETERMINATION

3.1.1. FPC – Floodplain Risk Management Project Updates - (161821, 124414, 95498)

Previous Item: 3.1.2, Floodplain Management Sub-Committee (15 May 2024)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Floodplain Management Committee receive the update on the status of Council's Floodplain Risk Management Projects.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Murray West and seconded by Mr Wayne Mitchell.

That the Floodplain Management Committee receive the update on the status of Council's Floodplain Risk Management Projects.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

FLOODPLAIN MANAGEMENT COMMITTEE

Minutes: 19 June 2024

3.1.2. FPC – Draft Amended Hawkesbury Floodplain Risk Management Study & Plan 2025 - (161821, 124414, 95498)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Floodplain Management Committee:

1. Consider the matters identified in the presentation by consultants WMA Water in relation to the Draft Amended Hawkesbury Floodplain Risk Management Study and Plan 2025.
2. Recommend that Council publicly exhibit the draft Study and Plan.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Christopher Bell and seconded by Mr Wayne Mitchell.

That the Floodplain Management Committee:

1. Consider the matters identified in the presentation by consultants WMA Water in relation to the Draft Amended Hawkesbury Floodplain Risk Management Study and Plan 2025.
2. Recommend that Council publicly exhibit the draft Study and Plan following the release of the 2024 Hawkesbury-Nepean River Flood Study.

It was advised that should Committee Members wish to provide comments in relation to the Draft Amended Hawkesbury Floodplain Risk Management Study and Plan 2025, to provide these to Council officers by 28 June 2024.

ORDINARY MEETING
11. RECEIPT OF MINUTES OF OTHER COMMITTEES
Meeting Date: 23 July 2024

FLOODPLAIN MANAGEMENT COMMITTEE
Minutes: 19 June 2024

4. GENERAL BUSINESS

There was no general business discussed.

The next Floodplain Management Committee meeting is proposed to be held on Wednesday, 17 July 2024 at 3:00pm.

The meeting terminated at 4:42pm.

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ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

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ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

11.1.2. ROC - Enhancing the Arts in the Hawkesbury Working Group - 21 May 2024 - (142963)

Directorate: Corporate Services

PURPOSE OF THE REPORT

The purpose of this report is to present the Minutes of the Enhancing the Arts in the Hawkesbury Working Group, held on 21 May 2024.

EXECUTIVE SUMMARY

At its meeting on 21 May 2024, the Enhancing the Arts in the Hawkesbury Working Group considered three items and General Business.

RECOMMENDATION

That Council adopt the recommendations contained in the Minutes of the Enhancing the Arts in the Hawkesbury Working Group meeting held on 21 May 2024.

DISCUSSION

The Enhancing the Arts in the Hawkesbury Working Group met on 21 May 2024 and discussed the following Items:

- Item 2 Hear from Representatives of Local Performance Groups and Venues
- Item 4.1.1. Representatives - Local Dance and Drama Groups
- Item 4.1.2. Identification of Potential Performance Spaces
- General Business - A - Hawkesbury Cultural Plan
- General Business - B - Representation from Mr Simon Levoune

The above items have no policy or financial implications for Council and therefore the recommendations are provided for adoption by Council.

The Minutes of the Enhancing the Arts in the Hawkesbury Working Group meeting held on 21 May 2024 are attached as Attachment 1 to this report.

ATTACHMENTS

AT - 1 Minutes of the Enhancing the Arts in the Hawkesbury Working Group - 21 May 2024

ORDINARY MEETING
11. RECEIPT OF MINUTES OF OTHER COMMITTEES
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Attachment 1 - Minutes of the Enhancing the Arts in the Hawkesbury Working Group - 21 May 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP
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Meeting Date: 21 May 2024

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11. RECEIPT OF MINUTES OF OTHER COMMITTEES
Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP
1. AGENDA
Meeting Date: 21 May 2024

1. AGENDA

Welcome

Minutes of the Meeting of the Enhancing the Arts in the Hawkesbury Working Group held in the Windsor Board Room, Windsor, on 21 May 2024, commencing at 4:32pm.

ATTENDANCE

Present: Councillor Mary Lyons-Buckett
 Councillor Danielle Wheeler
 Councillor Nathan Zamprogno
 Councillor Barry Calvert

Apologies: Ms Jo Bloom, Come You Spirits

In Attendance: Ms Elissa Blair, Manager Arts and Culture, Hawkesbury City Council
 Ms Mariam Abboud, Gallery and Museum Coordinator
 Ms Melissa Ryan, Coordinator Administrative Support, Hawkesbury City Council
 Ms Imogen Williams, Administrative Support Officer, Hawkesbury City Council
 Mr Michael Dimech, The Regent Richmond
 Mr Duncan Mackay, The Regent Richmond
 Ms Ursula Walker, Ballet@Bilpin
 Mr Aaron Jeffrey, Eagle Rose Productions

Member	19/03/2024	23/04/2024	21/05/2024
Councillor Mary Lyons-Buckett	✓	✓	✓
Councillor Nathan Zamprogno	✓	✓	✓
Councillor Barry Calvert	✓	A	✓
Councillor Patrick Conolly	A	✓	X
Councillor Danielle Wheeler	✓	✓	✓

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

APOLOGIES

There were no Apologies made.

Councillor Nathan Zamprogno joined the meeting at 4:37pm.

DECLARATIONS OF INTERESTS

There were no Declarations of Interest made.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP

2. HEAR FROM REPRESENTATIVES OF LOCAL PERFORMANCE GROUPS AND VENUES

Meeting Date: 21 May 2024

2. HEAR FROM REPRESENTATIVES OF LOCAL PERFORMANCE GROUPS AND VENUES

DISCUSSION:

The Regent Richmond

- The Regent Richmond is currently closed for revamping. New facilities within the venue include a 180 seat cinema, standing area that can hold 900 people and indoor bars.
- The venue will become a live performance space that will occasionally play movies but is flexible for all kinds of events.
- The venue is considering two different hire pricing packages for non-profit and commercial groups and is seeking information/recommendations from council about appropriate rates for community hire of facilities.
- Spaces within the venue are being upgraded to support live performances, including addition of a 10 meter by 10 meter stage with a movable screen and curtains.
- The owners of the venue suggested a working group meeting be held at the Regent Richmond in the future.
- The venue is considering package deals with other local businesses where food and accommodation can be provided for visitors.

Ballet@Bilpin

- Ballet@Bilpin travels to rural areas within the Hawkesbury where dance lessons are not easily accessible for residents.
- Participants experience a variety of barriers to attending dance lessons such as affordability, accessibility and perception of dance as being just for children.
- Hall hire locations are spread out and expensive, with Council owned facilities often being the most expensive to hire. Venues that are suitable for dance are often too expensive, monopolised or popular and booked out.
- Ballet@Bilpin expressed a need for more venues with appropriate flooring for dance. Parquetry and concrete floors are not suitable for dancing. The ideal venue would include sprung floors with dance vinyl, wall mounted mirrors and storage for large equipment.
- There is a need for more accessible and affordable storage space.

Eagle Rose Productions

- Eagle Rose Productions would like to reach out and make connections with local performance groups.
- Eagle Rose Productions would like to do a Television Series in the future and would like accessible and appropriate rehearsal spaces.
- Eagle Rose Productions would like to look into accommodation options for cast and crew as this has been a problem for Hawkesbury productions in the past.
- Shakespeare in the park was suggested as a future event in the Hawkesbury.

Councillors suggested that:

- Council could potentially provide wooden movable floors to be hired by dance groups.

Manager Arts and Culture suggested that:

- The Arts and Culture Branch is interested in collecting items from local productions to display in the Museum and Library.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP

2. HEAR FROM REPRESENTATIVES OF LOCAL PERFORMANCE GROUPS AND VENUES

Meeting Date: 21 May 2024

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Zamprogno and seconded by Councillor Wheeler.

That:

1. Representatives from local dance schools and the dance and drama groups who could not attend this meeting will be invited to the next Working Group meeting on 25 June 2024.
2. Multi-cultural and accessible arts groups and local radio stations be invited to upcoming Working Group Meetings.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP

3. CONFIRMATION OF MINUTES

Meeting Date: 21 May 2024

3. CONFIRMATION OF MINUTES

The Working Group resolved on the Motion of Councillor Wheeler, seconded by Councillor Zamprogno, that the Minutes from the previous meeting held on Tuesday 23 April 2024 be confirmed.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP

4. REPORTS FOR DETERMINATION

Meeting Date: 21 May 2024

4. REPORTS FOR DETERMINATION

4.1.1. EAHWG - Representatives - Local Dance and Drama Groups - (142931)

Previous Item: 4.1.1., EAHWG (23 April 2024)

Directorate: Corporate Services

OFFICER'S RECOMMENDATION:

That the Enhancing the Arts in the Hawkesbury Working Group receive and note the information in the report regarding representatives from local dance and drama groups attending the Working Group meeting.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Zamprogno and seconded by Councillor Wheeler.

That the Enhancing the Arts in the Hawkesbury Working Group receive and note the information in the report regarding representatives from local dance and drama groups attending the Working Group meeting.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP

4. REPORTS FOR DETERMINATION

Meeting Date: 21 May 2024

4.1.2. EAHWG - Identification of Potential Performance Spaces (142931)

Directorate: Corporate Services

OFFICER'S RECOMMENDATIONS

That the Enhancing the Arts in the Hawkesbury Working Group receive and note the report regarding the identification of potential performance spaces.

The Working Group did not discuss this item on the meeting of 21 May 2024. This item has now been moved to the Working Group meeting for 25 June 2024.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP

5. GENERAL BUSINESS

Meeting Date: 21 May 2024

5. GENERAL BUSINESS

A. Hawkesbury Cultural Plan

The Arts and Culture branch are developing a new cultural plan and direction and are currently in the engagement stage. They are reaching out to the community via online surveys and pop-up events as well as holding a focus group with Councillors on Tuesday, 18 June 2024. Local Arts and Culture groups are encouraged to reach out to discuss their preferences with the Arts and Culture staff. The survey will close on Friday, 21 June 2024.

B. Representation from Mr Simon Levoune

Councillor Zamprogno received representation from Mr Simon Levoune of the Hawkesbury District Concert Band regarding the Hawkesbury Fest event scheduled for 4 August 2024. Mr Levoune expressed his concerns regarding restrictive Terms and Conditions for the event, most importantly the restriction of two performers on stage at one time, and asked that the restrictions be more flexible. Councillor Zamprogno will submit a Councillor Request regarding this matter.

The meeting terminated at 5:39pm.

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ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

**11.1.3. ROC - Enhancing the Arts in the Hawkesbury Working Group - 25 June 2024
- (142963)**

Directorate: Corporate Services

PURPOSE OF THE REPORT

The purpose of this report is to present the discussion notes and recommendations of the Enhancing the Arts in the Hawkesbury Working Group (the Working Group), held on 25 June 2024 and to recommend a change to the Terms of Reference for the Working Group.

EXECUTIVE SUMMARY

At its meeting on 25 June 2024, the Enhancing the Arts in the Hawkesbury Working Group considered four items.

RECOMMENDATION

That:

1. Council adopt the recommendations contained in the discussion notes and recommendations of the Enhancing the Arts in the Hawkesbury Working Group meeting held on 25 June 2024.
 2. Council amend the Terms of Reference for the Enhancing the Arts Working Group to align the definition of a quorum for a meeting with Council's Code of Meeting Practice.
-

DISCUSSION

The Enhancing the Arts in the Hawkesbury Working Group met on 25 June 2024 and discussed the following Items:

- Item 2 Hear from Representatives of Local Performance Groups and Venues
- Item 4.1.1. Representatives - Local Performance, Dance and Drama Groups
- Item 4.1.2. Updated Potential Performance Venues List
- Item 4.1.3. Potential Funding Opportunities for Performing Arts.

At the meeting of 25 June 2024, the Working Group determined that no quorum was reached for the meeting to proceed, however the meeting progressed to allow presentations from external stakeholders.

The discussion notes and recommendations of the Enhancing the Arts in the Hawkesbury Working Group (the Working Group) meeting held on 25 June 2024 are attached as Attachment 1 to this report.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

The above items have no policy or financial implications for Council and therefore the recommendations are provided for adoption by Council.

Terms of Reference for the Enhancing the Arts in the Hawkesbury Working Group

In regard to Working Group's Term of Reference, the current membership of the Enhancing the Arts Working Group (the Working Group) comprises of five Councillors. At the most recent meeting held on 25 June 2024, three of the five Councillors were in attendance.

It was deemed at the commencement of the meeting that a quorum had not been met. However, as external representatives were in attendance at the meeting, the meeting proceeded to enable presentations and discussions to take place.

The Terms of Reference for the Working Group sets out the administration and conduct of meetings of the Working Group.

Paragraph 5 to the Terms of Reference sets out the Structure and Membership of the Working Group, stating that:

- a) *Voting members of the Working Group will comprise of five nominated Councillors (or a number nominated by the Council) inclusive of two Councillors to act as Chairperson and Deputy Chairperson.*

In addition, paragraph 7 d) of the Terms of Reference defines a quorum as:

- d) *A quorum of the Working Group shall be constituted by half plus one member being present at the meetings, relevant to the number of voting members on the Working Group for any given project at any given time.*

Additionally, the Terms of Reference also state at paragraph 7 c) that:

- c) *The rules governing meetings and the procedures of the Working Group shall, so far as they apply, be those covered by the Hawkesbury City Council's Code of Meeting Practice, as may be altered from time to time by resolution of the Council.*

Council's Code of Meeting Practice (the Code) defines a quorum at (Clause 5.8 of the Code):

5.8 The quorum for a meeting of the Council is a majority of the Councillors of the Council who hold office at that time and are not suspended from office.

The difference in the definition of a quorum for the Working Group and as set out in the Code is:

Half plus one versus a majority of the Councillors of the Council.

Having regard to the above, and to align the definition of a quorum for the Working Group, it is recommended that the Terms of Reference for the Enhancing the Arts in the Hawkesbury Working Group be amended to align to the definition of a quorum as set out in Council's Code of Meeting Practice.

It is noted that on 11 July 2024, Councillor Conolly resigned from the Enhancing the Arts in the Hawkesbury Working Group.

ATTACHMENTS

AT - 1 Discussion notes and recommendations of the Enhancing the Arts in the Hawkesbury Working Group - 25 June 2024.

ORDINARY MEETING
11. RECEIPT OF MINUTES OF OTHER COMMITTEES
Meeting Date: 23 July 2024

Attachment 1 - Discussion notes and recommendations of the Enhancing the Arts in the Hawkesbury Working Group - 25 June 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP
Meeting Date: 25 June 2024

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ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP

Meeting Date: 25 June 2024

1. AGENDA

Welcome

Discussion notes and recommendations of the Meeting of the Enhancing the Arts in the Hawkesbury Working Group held in the Windsor Boardroom, Windsor, on 25 June 2024, commencing at 4:45pm.

ATTENDANCE

Present: Councillor Mary Lyons-Buckett
Councillor Danielle Wheeler
Councillor Nathan Zamprogno

Apologies: Nil.

In Attendance: Ms Elissa Blair, Manager Arts and Culture, Hawkesbury City Council
Ms Mariam Abboud, Gallery and Museum Coordinator, Hawkesbury City Council
Ms Melissa Ryan, Coordinator Administrative Support, Hawkesbury City Council
Ms Imogen Williams, Administrative Support Officer, Hawkesbury City Council
Mr Michael Dimech, The Regent Richmond
Ms Amanda Page and Kelli Burke, Creative Dance Academy

Member	19/03/2024	23/04/2024	21/05/2024	25/06/2024
Councillor Mary Lyons-Buckett	✓	✓	✓	✓
Councillor Nathan Zamprogno	✓	✓	✓	✓
Councillor Barry Calvert	✓	A	✓	X
Councillor Patrick Conolly	A	✓	X	X
Councillor Danielle Wheeler	✓	✓	✓	✓

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

APOLOGIES

There were no apologies received.

Councillor Zamprogno joined the meeting at 4:46pm

DECLARATIONS OF INTERESTS

There were no Declarations of Interest made.

Quorum

It was deemed that the quorum for the meeting had not been met. However, as representatives external to Council were in attendance, the meeting proceeded to enable discussion to take place.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP

Meeting Date: 25 June 2024

2. HEAR FROM REPRESENTATIVES OF LOCAL PERFORMANCE GROUPS AND VENUES

DISCUSSION:

Creative Dance Academy

- Creative Dance Academy teach in South Windsor, Windsor, Wilberforce, McGraths Hill, Vineyard, and several locations in the Penrith Local Government Area.
- The company has six casual teachers who teach classic ballet and tap from ages two through to adulthood.
- Recent and upcoming performances are held at the Croatian Club in Blacktown, Evan Theatre in Penrith, West HQ in Rooty Hill and the Pioneer Theatre in Castle Hill. Current Hawkesbury performance spaces are not big enough for the group.
- Creative Dance Academy tried to hold an event at the Windsor Cultural Centre recently and found that the venue was not accommodating to their needs.
- Creative Dance Academy support Hawkesbury Eisteddfod and Light up Windsor as they are not independently run events. They do not support the Hawkesbury Show as the dance section is run by another dance school.
- Creative Dance Academy use a variety of venues within the Hawkesbury to teach. They expressed concerns about the use of the North Richmond Community Centre as there are a large number of dance groups operating in the facility and some may not have public liability insurance and Working with Children Checks. The group has found that the older community centres are better than newer community centres as they have sprung floors.
- Blacktown City Council pays groups to perform at their venues and events. Creative Dance Academy receive a list of opportunities at the start of year and can choose which venues and events they want to perform at. Funding is around \$300 for 30 minute performances and \$200 for 15 minute performances. Other Local Government Areas they perform at, do not pay the group for events.
- Creative Dance Academy perform at all Fetes and Fairs that they are invited to. They do not receive payment for these events.

Regent Richmond

- The owner of the Regent Richmond invited Creative Dance Academy to visit the venue so they can decide if it will be useable for them. If facilities are not large enough, the group could hire a room at the Richmond Club to act as a changeroom and waiting room.
- The Regent Richmond hopes to be open by the end of 2024.
- Hire packages for the Regent Richmond will include the entire venue and all of its facilities.

COMMITTEE RECOMMENDATION:

Those members present at the meeting agreed:

1. All invitees from previous Working Group Meetings be notified about the outcomes of the Working Group as well as the funding information collected for this meeting.
2. Hawkesbury City Council should not be in competition with local businesses and would like to focus on helping existing venues to better accommodate local performance groups.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP

Meeting Date: 25 June 2024

3. The next and final Enhancing the Arts in the Hawkesbury Working Group for this term will be held 16 July 2024. This meeting will focus on summarising the information received by invitees over the last three meetings.
4. The terms of reference for this Working Group be updated so that the quorum is majority of Working Group members.
5. The Manager of Arts and Culture will continue to update the Copy of Hall Hire list attached as Attachment 1 to Item 4.1.2. This list is up to date currently but will need to be updated regularly.
6. The Manager of Arts and Culture will share the results of the cultural survey, which closed on 21 June 2024, at the next Working Group on 16 July 2024.
7. A report with the information gathered from all invitees who attended this Working Group will be compiled and submitted to the next Working Group on 16 July 2024.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP

Meeting Date: 25 June 2024

3. CONFIRMATION OF MINUTES

Those members present at the meeting agreed that the Minutes from the previous meeting held on Tuesday 21 May 2024 are correct.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP

Meeting Date: 25 June 2024

4. REPORTS FOR DETERMINATION

4.1.1. EAHWG - Representatives - Local Performance, Dance and Drama Groups - (142931)

Directorate: Corporate Services

OFFICER'S RECOMMENDATION:

That the Enhancing the Arts in the Hawkesbury Working Group receive and note the information in the report regarding representatives from local dance and drama groups attending the Working Group meeting.

COMMITTEE RECOMMENDATION:

Those members present at the meeting agreed that the Enhancing the Arts in the Hawkesbury Working Group receive and note the information in the report regarding representatives from local dance and drama groups attending the Working Group meeting.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP

Meeting Date: 25 June 2024

4.1.2. EAHWG - Updated Potential Performance Venues List - (142931)

Directorate: Corporate Services

OFFICER'S RECOMMENDATION:

That the Enhancing the Arts in the Hawkesbury Working Group receive and note the information in the report regarding performing arts venues in Hawkesbury Local Government Area and three representative venues from other Local Government Areas.

COMMITTEE RECOMMENDATION:

Those members present at the meeting agreed that the Enhancing the Arts in the Hawkesbury Working Group receive and note the information in the report regarding performing arts venues in Hawkesbury Local Government Area and three representative venues from other Local Government Areas.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP

Meeting Date: 25 June 2024

4.1.3. EAHWG - Potential Funding Opportunities for Performing Arts - (142931)

Directorate: Corporate Services

OFFICER'S RECOMMENDATION:

That the Enhancing the Arts in the Hawkesbury Working Group receive and note the information in the report regarding Government funding available through Create NSW, Creative Australia, Sound Australia as well as industry-based groups.

COMMITTEE RECOMMENDATION:

Those members present at the meeting agreed that the Enhancing the Arts in the Hawkesbury Working Group receive and note the information in the report regarding Government funding available through Create NSW, Creative Australia, Sound Australia as well as industry-based groups.

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

ENHANCING THE ARTS IN THE HAWKESBURY WORKING GROUP

Meeting Date: 25 June 2024

5. GENERAL BUSINESS

There was no general business discussed.

The meeting terminated at 5:41pm.

oooO END OF REPORT Oooo

ORDINARY MEETING

11. RECEIPT OF MINUTES OF OTHER COMMITTEES

Meeting Date: 23 July 2024

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12. NOTICES OF MOTION

12.1.1. NM1 - Electric Vehicle Charging

Submitted by: Councillor Calvert

NOTICE OF MOTION

That:

1. Council notes the correspondence from Penny Sharpe MLC, Minister for Energy, Minister for The Environment, Minister for Heritage in relation to grants programs for Electric Vehicle (EV) Charging.
2. The Mayor writes to the Minister requesting a meeting to highlight the importance of this issue and to press for the inclusion of the Hawkesbury Local Government Area in future funding rounds of the Electric Vehicle (EV) Destination Charging grants program.

BACKGROUND

A number of recent grant programs in respect of electric vehicle charging have been released. Unfortunately, the Hawkesbury has not been an eligible LGA in either the Destination Charging Grants Program or the EV Kerbside Charging Grants.

In January 2024, Council's General Manager wrote to Penny Sharpe MLC, Minister for Energy, Minister for The Environment, Minister for Heritage, requesting that for the purposes of the EV Destination Charging Grants Program Hawkesbury City be considered as a regional tourism destination rather than as a Metro LGA so that EV charging stations can be provided along some of our popular tourist routes. This letter and the Minister's response are attached to this motion.

Many tourists travel to such areas as Kurrajong, Bilpin, St Albans and Ebenezer on weekend day trips but at the moment there are no EV charging stations in those areas and along the roads leading to them. The Hawkesbury economy relies heavily on the tourist industry and the lack of EV charging stations is stifling this industry in our area.

Council acknowledges that an EV charging station is set to open before the end of this year at South Windsor through the \$149M Investment in the Ultra-Fast Charging Infrastructure Program and although this particular location may be welcomed by local residents it does not address the lack of EV charging facilities in and around our major tourist centres and routes.

ATTACHMENTS


AT - 1 Letter to the Hon. Penny Sharpe, MLC dated 29 January 2024.

AT - 2 Letter to General Manager dated 15 April 2024.

ORDINARY MEETING
12. NOTICES OF MOTION
Meeting Date: 23 July 2024

Attachment 1 - Letter to the Hon. Penny Sharpe, MLC dated 29 January 2024

366 George Street
WINDSOR NSW 2756
(PO Box 146, WINDSOR 2756)
(02) 4560 4444
council@hawkesbury.nsw.gov.au
www.hawkesbury.nsw.gov.au



Our Ref: ECM No. 8735172

29 January 2024

The Hon. Penny Sharpe, MLC
Minister for Climate Change, Minister for Energy
Minister for the Environment and Minister for Heritage
52 Martin Place
SYDNEY NSW 2000

E-mail: office@Sharpe.minister.nsw.gov.au

Dear Minister

I am writing to you with respect to Round 2 of the Drive electric NSW EV destination charging grants which has opened for applications. However, regrettably the Hawkesbury Local Government Area is once again not eligible to apply as per the published Guidelines.

Importantly, the Hawkesbury Local Government Area has been identified as both an optimal zone for metropolitan charging and regional charging in the NSW EV Charging Masterplan. Additionally, the NSW Electric Vehicle Strategy specifically identifies roads within the Hawkesbury Local Government Area for electrification with fast charging infrastructure. Based on NSW Government strategies, the Hawkesbury Local Government Area is an important link in the NSW EV charging network, but our ineligibility to apply for funding results in this opportunity not being fully realised.

The Hawkesbury Local Government Area is a premium tourism destination in the Sydney Metropolitan Area, and there are significant benefits from government support in establishing charging infrastructure.

It should be noted that the Hawkesbury Local Government Area was also overlooked for Kerbside charging grants, and as a consequence we find ourselves unable to apply for funding for this critical infrastructure on either a regional or metropolitan basis.

There is substantial merit in destination charging within the Hawkesbury Local Government Area that will benefit NSW, the Western Sydney Region, and our own community. The Hawkesbury Local Government Area is a key location and connector for metropolitan residents travelling to the Blue Mountains and into Regional NSW.

Hawkesbury City Council has very ambitious Net-Zero targets that are in line with the NSW Net Zero strategy and go above and beyond. Transport is the second largest contributor to emissions within NSW (NSW Net Zero Plan 2030) and is similarly our second largest source of emissions and is growing. This is an issue that requires coordination and collaboration to tackle. Without the support of the NSW government, the Hawkesbury Local Government Area faces considerable challenges to meet our own 2030 net-zero community target. This in turn will impact our regional carbon performance, and the NSW Net Zero Plan. We are an important component of this interconnected system.

I would like to thank you for the efforts and understanding that the NSW government has shown towards assisting local councils meet their Net-Zero and EV transition challenges, and formally request that the opportunity to apply for destination charging be extended to the Hawkesbury Local Government Area.

Yours faithfully


Elizabeth Richardson
General Manager | Hawkesbury City Council
☎ (02) 4560 4410



Interpreter Service available, call 131 450 131 450 خدمة الترجمة الشفهية متاحة، اتصل على رقم 131 450 131 450 可提供傳譯服務，請致電 131 450 131 450 Hemm servizz tal-interpretu, cempel 131 450

ORDINARY MEETING
12. NOTICES OF MOTION
Meeting Date: 23 July 2024

Attachment 2 - Letter to Ms Elizabeth Richardson dated 15 April 2024

OFFICIAL

The Hon Penny Sharpe MLC
Minister for Climate Change, Minister for Energy,
Minister for the Environment, Minister for Heritage,
Leader of the Government in the Legislative Council



Your ref: ECM No. 8735172
Our ref: MD24/780

Ms Elizabeth Richardson
General Manager
Hawkesbury City Council

By email: robyn.felsch@hawkesbury.nsw.gov.au

Dear Ms Richardson

Thank you for your letter regarding the Electric Vehicle (EV) destination charging grants. I appreciate you bringing this matter to my attention.

I acknowledge your feedback regarding the eligibility of the Hawkesbury Local Government Area (LGA) for the NSW Government's EV charging infrastructure grants. There are currently three grants programs of potential relevance to LGAs.

The first is the EV Destination Charging grants program. The aim of this program is to support EV charging at regional tourism destinations. The program uses Destination NSW's tourism regions to distinguish between regional and metro LGAs for the purpose of the program. The Hawkesbury LGA is defined as a metropolitan LGA and so is not eligible for round 2 of the grants. Your feedback is appreciated and will be considered in the design of future funding rounds.

The \$10 million EV Kerbside Charging grants program is intended to provide charging options for residents in areas with the least access to off street parking. LGAs with the highest percentage of residents without off street parking have been prioritised in the first round of this program, however the charging needs across metropolitan NSW, including the Hawkesbury LGA, will be considered in future rounds.

I am pleased to advise that as part of the \$149 million investment in Ultra-fast Charging Infrastructure, charging sites will be funded in and around the Hawkesbury LGA. I can confirm that a funded fast-charging station is planned for South Windsor, that is intended to be open by the end of 2024. A third funding round is expected to open later in 2024, which will provide opportunities for areas not yet funded across the State, including within and around the Hawkesbury LGA. These fast charging sites will provide charging options to residents and visitors.

If you have any further questions about this issue, please contact Mr Terry Niemeier, Director Program and Market Development, Energy, Department of Climate Change, Energy, the Environment and Water on 0455 446 455 or at terry.niemeier@environment.nsw.gov.au.

Thank you for taking the time to bring this matter to the Government's attention.

Sincerely,


Penny Sharpe MLC
Minister for Climate Change, Minister for Energy,
Minister for the Environment, Minister for Heritage

15/4/24

52 Martin Place Sydney NSW 2000
GPO Box 5341 Sydney NSW 2001

02 7225 6020
nsw.gov.au/ministers

ORDINARY MEETING
12. NOTICES OF MOTION
Meeting Date: 23 July 2024

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ORDINARY MEETING
13. QUESTIONS WITH NOTICE
Meeting Date: 23 July 2024

13. QUESTIONS WITH NOTICE

Nil reports.

ORDINARY MEETING
13. QUESTIONS WITH NOTICE
Meeting Date: 23 July 2024

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ORDINARY MEETING

14. RESPONSES TO QUESTIONS WITH NOTICE FROM PREVIOUS MEETING

Meeting Date: 23 July 2024

14. RESPONSES TO QUESTIONS WITH NOTICE FROM PREVIOUS MEETING

14.1.1. Responses to Councillor Questions Taken on Notice at the Council Meeting - 9 July 2024

The following questions were raised from Councillors regarding matters on the Council Meeting Business Paper of 9 July 2024. These questions were taken on notice and the responses are provided below:

#	Councillor	Question	Response
1	Lyons-Buckett	On page 68 of the Business Paper there are some questions on notice from the Heritage Committee Meeting on 24 May 2024, when will the answers be available?	A response is aimed to be provided to the Heritage Committee Meeting on 1 August 2024.
2	Sheather	If we put trees up the streets, have Council considered we may have similar issues with the birds like we have had in the parks, such as chewing through electrical wires and damage to private properties?	Council has engaged consultant design specialists, including landscape architects, that will ensure the species of trees planted within streetscapes are suitable for these environments.
3	Wheeler	How much money is left in the Liveability Project budget?	Council is currently confirming carry forward of grant funding that will be provided. The full remaining budget will be included within a report to Council on 13 August 2024 when considering Stages 1a and 2.
4	Wheeler	Are the Gas Lamps in Windsor Mall running 24/7 and how much are these costing to run?	The gas lamps in Windsor Mall are operating 24/7. The lamps are lit manually as there are no igniters on the fittings. There is a solenoid valve on each meter which governs the gas flow down during daylight hours via a daylight sensor, to reduce cost. Council has not yet received a bill since the lamps have been relit, however an estimated cost of gas consumption is between \$2,000-\$3,000 per quarter, allowing for reasonable variability.
5	Sheather	Due to the swamps being blocked up and much fuller, can we have information to see what implications this has on a wetland?	This is being investigated and will be reported back to a future Council Meeting.

oooO END OF REPORT Oooo

ORDINARY MEETING

14. RESPONSES TO QUESTIONS WITH NOTICE FROM PREVIOUS MEETING

Meeting Date: 23 July 2024

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ORDINARY MEETING
15. CONFIDENTIAL REPORTS
Meeting Date: 23 July 2024

15. CONFIDENTIAL REPORTS

15.1. GENERAL MANAGER

Nil reports.

15.2. CITY PLANNING

Nil reports.

ORDINARY MEETING

15. CONFIDENTIAL REPORTS

Meeting Date: 23 July 2024

15.3. CORPORATE SERVICES

15.3.1. CS- Lease from Crepe Myrtle Pty Limited - 442 and Part of 441 Cornwallis Road, Cornwallis - (793514, 95495)

Previous Item: 128, Ordinary (28 June 2021), 117, Ordinary (14 June 2022)

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.

15.3.2. CS - Code of Conduct Complaint and Investigation - (95496)

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)(i) of the Act as it relates to alleged contraventions of any code of conduct requirements applicable under Section 440.

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: 23 July 2024

15.4. INFRASTRUCTURE SERVICES

Nil reports.



Ordinary Meeting

End of Business Paper

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