



Hawkesbury City Council

ordinary  
meeting  
minutes

date of meeting: 27 May 2008

location: council chambers

time: 5:00 p.m.



**ORDINARY MEETING**

**MINUTES: 27 May 2008**

**MINUTES**

- **WELCOME / EXPLANATIONS / PRAYER**
- **APOLOGIES**
- **DECLARATION OF INTERESTS**
- **SECTION 1 - Confirmation of Minutes**
- **MINUTES ITEMS SUBJECT TO PUBLIC ADDRESS**
- **SECTION 2 - Mayoral Minutes**
- **QUESTIONS WITH NOTICE**
- **SECTION 3 - Notices of Motion**
- **EXCEPTION REPORT - Adoption of Items Not Identified for Discussion and Decision**
- **SECTION 4 - Reports for Determination**

**General Manager**

**City Planning**

**Infrastructure Services**

**Support Services**

- **SECTION 5 - Reports of Committees**
- **QUESTIONS WITHOUT NOTICE**

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Minutes of the Ordinary Meeting held at the Council Chambers, Windsor, on Tuesday, 27 May 2008, commencing at 5.00pm.

Pastor Ryan Sherring of the Hawkesbury Valley Baptist Church, representing the Hawkesbury Minister's Association, gave the opening prayer at the commencement of the meeting.

**ATTENDANCE**

**PRESENT:** Councillor B Bassett, Mayor, Councillor T Books, Deputy Mayor and Councillors B Calvert, K Conolly, T Devine, D Finch, C Paine, B Porter, P Rasmussen, R Stubbs and L Williams.

**ALSO PRESENT:** General Manager - Peter Jackson, Director City Planning - Matt Owens, Director Infrastructure Services - Chris Daley, Acting Director Support Services - Rob Stalley, Manager Corporate Services and Governance - Fausto Sut, Executive Manager - Community Partnerships - Joseph Litwin and Administrative Support Team Leader - Amy Dutch.

**APOLOGIES**

An apology for absence was received from Councillor N Wearne.

**160 RESOLUTION:**

RESOLVED on the motion of Councillor Porter and seconded by Councillor Stubbs that the apology be accepted.

**SECTION 1: Confirmation of Minutes**

**161 RESOLUTION:**

RESOLVED on the motion of Councillor Rasmussen and seconded by Councillor Finch that the Minutes of the Ordinary Meeting held on the 13 May 2008, be confirmed.

SECTION 3 - Notices of Motion

**NM1 - Means Testing the Solar Power Rebate - (80105)**

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**MOTION:**

RESOLVED on the motion of Councillor Williams, seconded by Councillor Rasmussen.

*Refer to RESOLUTION*

**162 RESOLUTION:**

RESOLVED on the motion of Councillor Williams, seconded by Councillor Rasmussen

That Council:

1. Believes that the Federal budget decision to means test the rooftop solar rebate will undermine the Australian renewable energy industry to the detriment of Council residents and our Nation at a time when efforts to address global warming need to be increased.
2. Will write urgently to relevant Government ministers advising them so, including Federal Environment Minister Peter Garret; Senator The Hon Penny Wong Minister for Climate Change and Water; and The Hon Martin Ferguson AM MP, Australian Minister for Resources and Energy.



SECTION 4 - Reports for Determination

GENERAL MANAGER

**Item: 101**            **GM - Tourism Industry activity and proposed regional tourism group - (79351, 95497, 96812, 105004)**

**Previous Item:**     57, Ordinary (8 April 2008)  
                             216, Ordinary (30 October 2007)  
                             89, Ordinary (29 May 2007)

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**MOTION:**

RESOLVED on the motion of Councillor Finch, seconded by Councillor Stubbs.

*Refer to RESOLUTION*

**163 RESOLUTION:**

RESOLVED on the motion of Councillor Finch, seconded by Councillor Stubbs

That Council liaise with the:

1. The Taskforce and subsequent new regional tourism industry association with the intention of identifying ways in which Council and the association can work together on activities that are within the Hawkesbury local government area and invite the association to support the programs and activities of the Hawkesbury Visitor Information Centre.
2. The Taskforce on the proposed regional tourism group, on the basis that Council is prepared to participate in a regional tourism group that undertakes regional marketing activities of a shared 'Hawkesbury' message, is representative of the local tourism industry and which has an operational structure to the satisfaction of Council.
3. Baulkham Hills and Hornsby Councils in regard to their intentions with the proposed regional tourism group.
4. The Taskforce, Baulkham Hills and Hornsby Councils on an operational structure of the proposed regional tourism group that would be mutually beneficial to each of the key parties.

CITY PLANNING

**Item: 102 CP - Tourist Facility - Lot 160 DP 1062551, 307 Tizzana Road, Ebenezer - (DA0444/07, 11094, 7663, 95498)**

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Councillor Paine declared an interest in this matter as Mr M Mahboub is a builder and has undertaken work on her home. She left the meeting and did not take part in voting or discussion on the matter.

Mr Michael Mahboub and Mr Graham Zerk, proponents, addressed Council.  
Mr John Tapp, Mr Greg Miller and Ms Kerrie Winning, respondents, addressed Council.

**MOTION:**

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

***Refer to RESOLUTION***

**164 RESOLUTION:**

RESOLVED on the motion of Councillor Porter, seconded by Councillor Conolly

That Development Application DA0444/07 for a place of assembly, tourist facility and refreshment room involving construction of a wedding chapel, six cabins and conversion of a portion of the existing dwelling as a refreshment room be granted a Deferred Commencement Consent. The Deferred commencement consent conditions that must be satisfied prior to commencement of the consent are as follows:

**Deferred Commencement Conditions**

- A. Toilet facilities are to be provided to the refreshment room for the use of patrons, disabled persons and staff. Toilet facilities are also required to be provided to the assembly building. Details satisfying the provisions of Part F2 of the Building Code of Australia are required to be provided to Hawkesbury City Council.
- B. The dwelling must be separated from the refreshment room and kitchen in accordance with Clause C2.7, C2.8 and C2.9 of the Building Code of Australia to prevent the spread of fire between the different uses. The fire wall shall achieve a Fire Resistance Level of 90/90/90. Details of the proposed method of compliance shall be submitted to Council for assessment and determination.
- C. An exit door one metre wide is required to be provided to the refreshment room so as to permit occupants to exit the building in the event of an emergency. The exit door is to be provided in the external wall of the refreshment room and must comply with the provisions of Clause D2.15, D2.19 and Clause D2.21 of the Building Code of Australia. Details are required to be provided to Council.
- D. Emergency lighting, illuminated exit signage and a smoke/heat detection and alarm system must be provided to the refreshment room and kitchen. Details of the emergency lighting, illuminated exit signage and smoke/heat detection and alarm system are to be provided and shown on the plans.

Upon satisfactory compliance with the above Deferred Commencement consent conditions, the following list of conditions are likely to apply to the consent.

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**General Conditions**

1. The development is to be carried out in compliance with the following plans and documentation listed below and endorsed with Council's stamp, except where amended by other conditions of consent:

<b>Drawing Number/Title</b>	<b>Dated</b>
DA2 295a	3 March 2008
DA3 295a	3 March 2008
DA4 295a	3 March 2008
DA5 295	14 May 2007
DA6 295	14 May 2007
DA7 295	14 May 2007
DA9	8 October 2006
DA10 295a	3 March 2008

<b>Document Name</b>	<b>Dated</b>
Statement of Environmental Effects - Construction of a Rural Tourist Facility, Place of Assembly and Conversion of Existing Dwelling to a Refreshment Room	5 April 2007
On-Site Wastewater Management Assessment and Design	12 April 2007
Bushfire Threat Assessment	3 March 2008
Noise Assessment Report No. 3313	April 2008

2. No excavation, site works or building works shall be commenced prior to the issue of an appropriate Construction Certificate.
3. The development shall comply with the provisions of the Building Code of Australia.
4. The approved use shall not commence until all conditions of this Development Consent have been complied with.
5. The accredited certifier shall provide copies of all Part 4 certificates issued under the Environmental Planning and Assessment Act, 1979 relevant to this development to Hawkesbury City Council within 7 (seven) days of issuing the certificate. A registration fee applies.
6. The applicant shall make themselves aware of any User Restriction, Easements and Covenants to this property and shall comply with the requirements of any Section 88B Instrument relevant to the property in order to prevent the possibility of legal proceedings against them.
7. All vegetative debris (including felled trees) resulting from the approved clearing of the site for construction, is to be chipped or mulched. Tree trunks are to be recovered for posts, firewood or other appropriate use. No vegetative material is to be disposed of by burning.

**Prior To Issue Of Construction Certificate**

8. An Environmental Management and Rehabilitation Plan for the development site shall be prepared by an appropriately qualified person. The Plan shall address (without being limited to) the clearing of vegetation, lopping and removal of trees, earthworks, erosion control, site rehabilitation and landscaping.

All site works shall be carried out in accordance with the Plan. Implementation of the Plan shall be supervised by an appropriately qualified person.

9. Construction of the road, access, car park, drainage and retaining walls are not to commence until three copies of the plans and specifications of the proposed works are submitted to and approved by the Director of City Planning or an Accredited Certifier.

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10. Payment of a Construction Certificate checking fee of \$1 017.00 and a Compliance Certificate inspection fee of \$1 952.00 when submitting Civil Engineering Plans for approval. This amount is valid until 30 June 2008. Fees required if an Accredited Certifier is used will also be provided on request.
11. Details of any fill material removed from or imported to the site shall be submitted with the engineering plans. Details to include quantities, borrow sites or disposal sites.
12. Pursuant to section 80A(1) of the Environmental Planning and Assessment Act 1979 and Hawkesbury City Council's Section 94A Development Contributions Plan 2006 (as amended from time to time), a contribution of \$3,491.00 shall be paid to Hawkesbury City Council.

The amount to be paid is to be adjusted at the time of the actual payment, in accordance with the provisions of Hawkesbury City Council's Section 94A Development Contributions Plan 2006 (as amended from time to time).

The contribution is to be paid prior to the issue of the construction certificate and copies of receipts(s) confirming that the contribution has been fully paid are to be provided to the certifying authority.

13. The southern most driveway, accessing the parking area for the refreshment room, and the existing driveway to the residence and refreshment room are to be delineated "One Way". In this regard the southern most driveway is to be nominated as "Entry Only" and the driveway, currently to the residence/refreshment room, as "Exit Only". Internal vehicular access is to be provided to join the existing driveway to the refreshment room parking area. Details demonstrating compliance are to be provided to the Principal Certifying Authority prior to the issue of the Construction Certificate.
14. A minimum of two car-parking spaces [one in conjunction with refreshment room and one in conjunction with cabins] for use by persons with a disability shall be provided as part of the total car-parking requirements. Disabled parking shall be provided in accordance with AS2890.6 Off Street Car Parking for People with Disabilities. Details demonstrating compliance are to be provided to the Principal Certifying Authority prior to the issue of the Construction Certificate.
15. Details demonstrating high quality internal and external lighting for security without adverse affects on public amenity due to excessive illumination levels/glare are to be submitted with the Construction Certificate.
16. A copy of receipt of payment of Long Service Levy shall be provided to the Principal Certifying Authority prior to any works commencing on site. Payments can be made at Long Service Corporation offices or most Councils.
17. Appropriate areas shall be provided for the storage of garbage/waste material and recycling material and all waste and recyclable material generated by this premises.

The following requirements shall be met:

- a) The storage areas shall be designed to prevent entry of vermin/insects and are to incorporate a smooth surface, graded and appropriately drained with a tap in close proximity to facilitate cleaning; and
  - b) The storage areas shall be adequately screened from the street/adjacent property boundaries;
- Details of the storage area/s are to be provided to, and approved by the Certifying Authority prior to issuing of the Construction Certificate.

18. A plan detailing the provision of landscape treatment adjacent to the proposed car parking areas and cabins is to be prepared. This landscape plan is to be prepared in accordance with the requirements of Hawkesbury Development Control Plan and submitted to the Principal Certifying Authority for approval prior to release of any Construction Certificate. The works identified in this plan are to be completed prior to occupation of the works associated with this approval.

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19. Separate specific details of the flooring, wall and ceiling finishes and any benches, appliances, equipment, fittings, fly screen barriers, low temperature rooms and the grease trap facility shall be lodged (in duplicate) with Council. Such details are to be approved in writing by Council prior to construction and installation of relevant work.
20. Scale plans of the kitchen, cool-room and dry food store indicating the separation distances of equipment from floor level and walls are to be prepared. Separate scale plans indicating configuration of range hood/mechanical exhaust system shall be lodged with Council. Such details are to be approved in writing by Council prior to construction and installation of relevant work.
21. A BASIX certificate is to be provided in conjunction with the proposed tourist cabins demonstrating that the buildings satisfy the appropriate Energy and Water target criteria. This certificate is to be submitted to the Principal Certifying Authority prior to the issue of the Construction Certificate for the cabins.

### **Prior To Commencement Of Works**

22. The applicant shall advise Council of the name, address and contact number of the Principal Certifier Authority, in accordance with Section 81A 2(b) of the Environmental Planning and Assessment Act, 1979.
23. At least two days prior to commencement of works, notice is to be given to Hawkesbury City Council, in accordance with the Environmental Planning and Assessment Regulation.
24. Erosion and sediment control devices are to be installed and maintained at all times during site works and construction. The enclosed warning sign shall be affixed to the sediment fence/erosion control device.
25. All trees that are to be specifically nominated to be retained by notation or condition as a requirement of development consent shall be maintained and protected during demolition, excavation and construction on the site. Protection methods shall be provided to the Principal Certifying Authority by an appropriately qualified person prior to commencement of any works on the site.
26. All protected trees on-site shall be tagged with luminous tape or the like for purposes of identification prior to excavation or construction, and no materials or builder's waste are to be stored in the vicinity of the tree / trees.
27. A separate application is to be lodged with Council for approval under Section 68 (Part C) and Section 68A of the Local Government Act 1993 for the installation of a Centralised Sewage Management Facility at the premises to receive, treat, and dispose of wastewater from the proposed development. The design of the system is to incorporate the following requirements:
  - (a) Sub-surface irrigation system to be installed in conjunction with the wastewater disposal system;
  - (b) A Wastewater Management Plan is to be prepared for the site addressing individual tasks within the operation of the wastewater management system, identification of persons responsible for each task, the reporting/monitoring period, contingencies for system component failures and generation of annual operating reports by suitably qualified independent person.
  - (c) A soil monitoring regime is to be undertaken on an annual basis and is to consider an analysis for total nitrogen, plant available phosphorous, electrical conductivity, pH, cations (sodium, calcium, potassium, magnesium and calculation of exchangeable sodium percentage) and organic carbon.

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28. A waste management plan shall be submitted to and approved by Council. The plan shall address any builder's waste and waste generated during the day to day operation of the development. Particular attention shall be paid to type and quantity of waste, recycling, reuse, storage and disposal.
29. A sign displaying the following information is to be erected adjacent to each access point and to be easily seen from the public road. The sign is to be maintained for the duration of works:
  - (a) Unauthorised access to the site is prohibited.
  - (b) The owner of the site.
  - (c) The person/company carrying out the site works and telephone number (including 24 hour 7 days emergency numbers).
  - (d) The name and contact number of the Principal Certifying Authority.
30. A certificate issued by an approved insurer under Part 6 of the Home Building Act 1989 shall be supplied to the Principal Certifying Authority prior to commencement of works.
31. Toilet facilities (to the satisfaction of Council) shall be provided for workmen throughout the course of building operations. Such facility shall be located wholly within the property boundary.
32. A qualified Structural Engineer's design for all reinforced concrete and structural steel shall be provided to the Principal Certifying Authority prior to any works commencing on site.

### During Construction

33. A minimum of 22 car parking spaces together with access driveways and turning areas, shall be constructed, paved, line marked, signposted and maintained, as shown on the approved plans. The spaces shall be allocated in the following proportions:
  - 14 - Place of Assembly/Refreshment Room
  - 6 - Tourist Cabins
  - 2 - Residential Dwelling

Such spaces are to be identified on-site by line-marking and suitable sign posting. Car-parking provided shall only be used in conjunction with the uses contained within the development.
34. Provision of adequate overflow car parking is to be made available on site.
35. The car parking and manoeuvring areas are to be designed to comply with the requirements of AS2890.1 2004.
36. All constructed batters are to be topsoiled and turfed and where batters exceed a ratio of 3 horizontal to 1 vertical, retaining walls, stoneflagging or terracing shall be constructed.
37. All roof water shall be drained to the water storage vessel/s.
38. All necessary works being carried out to ensure that any natural water flow from adjoining properties is not impeded or diverted.
39. All natural and subsurface water-flow shall not be re-directed or concentrated to adjoining properties. Water flows shall follow the original flow direction without increased velocity.
40. All civil construction works required by this consent shall be in accordance with Hawkesbury Development Control Plan appendix E Civil Works Specification.

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41. Inspections shall be carried out and compliance certificates issued by Council or an accredited certifier for the components of construction detailed in Hawkesbury Development Control Plan Appendix B Civil Works Specification, Part II, Table 1.1.
42. A pavement, 4m wide shall be constructed along the access strip and across the footway to the proposed on-site car parking area appropriate to the gradient of the land in accordance with the following table containing the minimum construction requirements:

<b>Gradient</b>	<b>Surface Construction</b>
0-16%	Compacted crushed rock
17-20%	Bitumen seal
21-25%	Reinforced concrete

Driveway gradients are not to exceed 25% in any section.

43. A turning circle is to be constructed at the termination of the proposed access road. The turning circle is to have a minimum 12 metre outer radius, in accordance with the requirements of 'Planning for Bushfire Protection 2006'.
44. A bitumen sealed rural footway crossing 6m wide shall be constructed to the each approved driveway to the development in accordance with Hawkesbury Development Control Plan Appendix E, Civil Works Specification.
45. Any water tanks, outbuildings or other ancillary structures shall be finished in colours and materials of earth tones of low reflective quality to blend in with the bushland.
46. Dust control measures, eg vegetative cover, mulches, irrigation, barriers and stone shall be applied to reduce surface and airborne movement of sediment blown from exposed areas.
47. Measures shall be implemented to prevent vehicles tracking sediment, debris, soil and other pollutants onto any road.
48. All trucks entering or leaving the site shall have their trays suitably covered to prevent spillage from the truck onto the road.
49. Vehicle entrances and exits shall be clearly signposted, including street number, and visible from both the street and site at all times.
50. Site and building works (including the delivery of materials to and from the property) shall be carried out only on Monday to Friday between 7am – 6pm and on Saturdays between 8am – 4pm.
51. The site shall be kept clean and tidy during the construction period and all unused building materials and rubbish shall be removed from the site upon completion of the project. The following restrictions apply during construction:
- (a) Stockpiles of topsoil, sand, aggregate, spoil or other material shall be stored clear of any drainage path or easement, natural watercourse, footpath, kerb or road surface and shall have measures in place to prevent the movement of such material off site.
  - (b) Building operations such as brick cutting, washing tools, concreting and bricklaying shall be undertaken only within the site.
  - (c) Builders waste must not be burnt or buried on site. All waste (including felled trees) must be contained and removed to a Waste Disposal Depot.
52. The development shall be provided with on-site water storage vessels of minimum 100,000 (one hundred thousand) litres capacity for the dwelling. In addition, suitable water supply is to be provided for the proposed tourist cabin development.

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53. The finished floor level shall be a minimum of 225mm above the surrounding finished ground level and the ground around the perimeter of the building shall be graded and drained to the satisfaction of the Principal Certifying Authority to ensure the free flow of surface water away from the buildings.
54. The development shall be treated for termites in accordance with the Building Code of Australia and AS 3660 as amended by a suitably qualified person with particular attention to timber floors, slab penetrations, joints between slabs, additions to existing buildings.

Details of the type and method of treatment are to be provided to the Principal Certifying Authority and a copy of durable material to be located in the meter box and at the entrance to any crawl space if chemicals are sprayed or pressurised into the soils.

55. Access arrangements to Cabin 1, the Assembly Building and Refreshment Room are to incorporate measures for people with disabilities in accordance with the requirements of Part D3 of the BCA and AS1428.1 (1993), 1228.2 (1992) and 1428.3 (1992) all thresholds and room access (both internal and external) shall have "lipless thresholds".
56. Provision shall be made for access to the buildings with adequate aids provided for those with disabilities (i.e. mobility, hearing, sight impaired) in accordance with the Discrimination Against People with Disabilities Act (DDA), Building Code of Australia and Council's Access Policy.
57. Portable fire extinguisher/s containing an extinguishing agent suitable for the risk being protected shall be installed in accordance with AS 2444 E1.6 in the following locations:
- (a) kitchen
  - (b) adjacent to exits
58. Provision of adequate on-site loading and unloading facilities to cater for the proposed use of the land.
59. The following Fire Safety Measures shall be provided and installed in the building/property by a suitably qualified person and a Certificate of Installation shall be provided to the owner/agent:
- a) Fire Blanket.
  - b) Portable Fire Extinguishers.
  - c) Exit Signs.
  - d) Emergency Lighting.
  - e) Automatic Fire Detection and Alarm System.
  - f) Fire Doors.
  - g) Smoke/Heat Detectors.
  - h) Floor and Wall Coverings.

Prior to Occupation

Prior to requesting an occupation certificate the owner/agent shall certify that each of the essential fire safety measures specified in this statement has:

- a) been installed and assessed by a properly qualified person, and
- b) was found, when it was assessed, to be capable of performing to at least the standard required by the current fire safety schedule for the building for which the certificate is issued.

A copy of the Fire Safety Certificate to be completed is available from Council.

(This Certificate cannot be signed by persons who inspected and/or tested the installed services)

A copy of the Initial Certificate and the Annual Certificate, together with the relevant Fire Safety Schedule must be forwarded to the Council and the Commissioner of the New South Wales Fire



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Brigades. A copy of this Certificate, together with the relevant Fire Safety Schedule must be prominently displayed in the building.

Annually

The Fire Safety Measures are to be regularly serviced/maintained and the owner/agent (including subsequent owners) shall certify annually that each of the fire safety measures specified in this statement has:

- a) been assessed by a properly qualified person.
- b) found, when it was assessed, to be capable of performing to at least the standard required by the current Fire Safety Schedule for the building for which the certificate is issued.

All sound-producing plant, equipment, machinery or fittings associated with or forming part of the mechanical ventilation system and/or the refrigeration system shall be sound insulated and/or isolated so that the noise emitted does not exceed 5dB(A) above the ambient background noise level measured at the nearest residential property boundary.

Certification from an accredited acoustic practitioner shall be provided to the Principal Certifying Authority, to the effect that the development complies with the above condition of consent, prior to the issue of an Occupation Certificate.

60. An illuminated exit sign shall be provided above the exit door. The installation shall be in accordance with AS 2293. A certificate of compliance shall be provided to the Principal Certifying Authority upon the completion of the installation.
61. Emergency lighting shall be provided to the kitchen and in the refreshment room. The installation shall be in accordance with AS 2293. A certificate of compliance shall be provided to the Principal Certifying Authority upon the completion of the installation.
62. A smoke detection and alarm system shall be provided to the dwelling and the refreshment rooms and to the roof space. The kitchen is to be provided with a suitable heat detection and alarm system. The smoke and heat detection and alarm system shall be interconnected so as to alert sleeping occupants in the event of fire. A certificate of compliance shall be provided to the Principal Certifying Authority upon the completion of the installation.
63. During the construction period the applicant is responsible for ensuring all protected trees are maintained in a healthy and vigorous condition. This is to be done by ensuring that all identified tree protection measures are adhered to. In this regard all protected plants on this site shall not exhibit:
  - a) A general decline in health and vigour.
  - b) Damaged, crushed or dying roots due to poor pruning techniques.
  - c) More than 10% loss or dieback of roots, branches and foliage.
  - d) Mechanical damage or bruising of bark and timber of roots, trunk and branches.
  - e) Yellowing of foliage or a thinning of the canopy untypical of its species.
  - f) An increase in the amount of deadwood not associated with normal growth.
  - g) An increase in kino or gum exudation.
  - h) Inappropriate increases in epicormic growth that may indicate that the plants are in a stressed condition.
  - i) Branch drop, torn branches and stripped bark not associated with natural climatic conditions.

The presence of any of these symptoms or signs may be considered by Council as a breach of the Conditions of Development Approval.

64. Noise emissions and vibration must be minimised where possible and work is to be carried out in accordance with Environment Protection Authority guidelines for noise emissions from construction/demolition works and must also comply with the provisions of the Protection of the

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Environment Operations Act 1997. This Condition must be complied with during demolition and building work.

65. The construction and fit out of the premises is to comply with Council's Food Premises Fit Out Code. A copy of the Code is to be obtained by the applicant prior to any construction or fitting out work being undertaken. When inconsistencies between the development/ fit out and the Code are identified, written advice is to be sought from the Council as to the course of action to be adopted.
66. Any area used for the storage of food or food appliances/equipment is to comply with the relevant section of the Council's Food Premises Fit Out Code.
67. The fit out and ancillary works are to be inspected by Council's Environmental Health Officer prior to commencement of any food preparation or retail operations at the premises.
68. The premises are to be registered with Council as a Food Premises and the premises are to be subjected to inspections by Council's Environmental Health Officers as required. The particulars of the business are to be notified to the NSW Food Authority ([www.foodnotify.nsw.gov.au](http://www.foodnotify.nsw.gov.au)).
69. The provisions of the Food Act 2003 and Regulations and the provisions of the Australian New Zealand Food Safety Standards are to be complied with. The construction and fit out is to comply with Australian Standard AS 4674-2004 Design, construction and fit-out of food premises.
70. Any building or part thereof to be used for the purpose of storage, preparation or sale of food for human consumption shall be constructed in accordance with the requirements of the Food Act 2003 and Regulations there under and Council's Food Premises Fit Out Code.
71. Ceilings throughout the premises are to be solid and are to comply with Council's Food Premises Fit Out Code. Drop-in suspended ceiling panels are not permitted over food preparation or food storage areas.
72. All walls, floors, benches, shelves, chairs, fittings and the like are to be constructed with materials that are smooth, durable, impervious to moisture and capable of being easily cleaned with a disinfectant. Fittings and equipment are to be constructed so as not to harbour food, insects or vermin. Fittings and equipment are to comply with Council's Food Premises Fit Out Code.
73. An exhaust hood, filters and flue are to be installed and maintained in accordance with the provisions of Australian Standard AS1668.
74. The kitchen floors are to be covered with a durable, non-toxic, impervious surface, graded to a trapped floor waste outlet, and connected to an approved drainage installation. The floor covering is to be free of protrusions or gaps.
75. Floor tiles are to be butt jointed, or alternatively, open joints are to be epoxy grouted.
76. All wall/floor junctions in the food preparation, serving area and storage areas, including in any prefabricated low temperature room wall and floor, shall be coved according to the Council's Code for the Construction and Fitting Out of Food Premises. The coving is to be a minimum radius of 25mm using a smooth impervious material of a light colour. Where walls and floors are tiled, the coving is to be of a tile type. 'Stick-on' type coving is not permitted.
77. Provide a hand wash basin to be located within the all food preparation rooms and within close accessible proximity to the food preparation section is:
  - To be fitted with hands free taps.
  - To be provided with hot and cold running water.
  - To be provided with a common spout delivering water at approx 40 degrees Centigrade.

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- Provided with a liquid soap dispenser and paper towel dispenser.
  - To be clearly designated as being for the sole purpose of washing hands.
78. The installation of non-commercial refrigeration is not permitted.
79. A slop sink should be installed so that mop water does not contaminate the kitchen sinks. Mop water and water used for washing of garbage receptacles must not be disposed of into any storm water drainage outlet.
80. The area used for the storage of garbage receptacles is to be maintained in a clean condition at all times.
81. Equipment and appliances are to be installed on legs or castors as specified by Council's Food Premises Fit Out Code. Where plinths are to be used, the plinths shall be sealed to the floor, be covered in an equivalent finish to the floor, and the equipment/appliance effectively sealed to the plinth. Coving is to be provided to the plinth where necessary.
82. Food preparation, display and storage areas are to be adequately protected from flies, insects and vermin. Windows are to be screened and doorways are to be provided with self-closing devices.
83. Toilet and washing facilities are to be provided in accordance with Part F2 of the Building Code of Australia relevant to Class 3 to 9 buildings.
84. Refrigerators and frozen food cabinets should be installed so as to comply with Council's Code for the Construction and Fitting Out of Food Premises.
85. Adequate provision is to be made for the disposal of condensation from low temperature rooms and from refrigerators or air conditioning units. Condensation waste is to be disposed of in accordance with the requirements of Hawkesbury City Council.
86. An appropriate temperature gauge is to be provided externally in the low temperature room, refrigerated food display unit and refrigeration units.
87. All panels of any low temperature rooms are to be neatly cut and finished smooth to eliminate any cracks, crevices, or imperfections which may provide access for food, vermin or insects.
88. Storage racks for low temperature rooms shall be constructed of pipe, angle iron, 'T' iron, channel iron, flat metal or other approved materials. The material should be galvanised and otherwise treated to prevent corrosion. Racks are to be of a smooth surface to facilitate cleaning.
89. Adequate lighting is to be provided to the food preparation area. Such lighting is to be flush mounted and provided with a smooth faced diffuser that is designed to minimise dust and grease accumulation.
90. Signage is to be placed at the exit to all car parking areas requesting patrons consider the neighbouring property owners and exit the property quietly.

### **Prior To Issue Of Occupation Certificate**

91. The buildings shall not be used or occupied prior to the issue of an Occupation Certificate.
92. A works as executed plan of the access driveway shall be submitted to the Principal Certifying Authority on completion of works and prior to the issue of any Occupation Certificate. The plan shall include the location of the access in relation to property boundaries and certification that the access complies with the requirements of Planning for Bushfire Protection 2001.
93. To ensure the safety of occupants of the building a "Fire Safety Certificate" which identifies the schedule of "Fire Safety Measures" that have been completed to satisfactory standard shall be

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provided to the Principal Certifying Authority prior to the issue of an "Occupation Certificate" as required in the "Environmental Planning and Assessment Act & Regulation.

94. In accordance with the EPA Act & Regulation the owner of a building is to provide Council with an Annual Fire Safety Statement for the buildings.
95. A Certificate from a telecommunications carrier confirming that provision has been made for services to the development shall be submitted to the Principal Certifying Authority.
96. Written clearance from Integral Energy shall be submitted to the Principal Certifying Authority.

### Use Of The Development

97. The maximum capacity associated with the place of assembly and refreshment room is to be restricted to a maximum of 40 persons at any given time.
98. Hours of operation associated with the place of assembly and refreshment room shall be restricted as follows:  
  
7am to 10.00pm Monday to Thursday and Sunday  
7am to 12.00 midnight Friday and Saturday  
  
All internal and external cleaning of the facility is to only be undertaken within these hours.
99. No internal or external alterations shall be carried out without prior approval of Council.
100. All fire safety equipment and fixtures shall be regularly serviced and maintained. The owner or their agent shall certify annually that each of the fire safety measures specified in this statement has:
  - (a) been assessed by a properly qualified person, and  
  
found, when it was assessed, to be capable of performing to at least the standard required by the current Fire Safety Schedule for the building for which the certificate is issued.
101. The area used for the storage of garbage receptacles is to be maintained in a clean condition at all times.
102. All sound producing plant, equipment, machinery, fittings, and the like shall be sound insulated and/or isolated so as to control noise emissions from the premises to ensure there is no emission of intrusive or offensive noise.
103. No advertising signs or structures shall be erected, displayed or affixed on any building or land without prior approval.
104. The subject development, including landscaping, is to be regularly maintained. Plant species shall be replaced as required in order to maintain the viability of the approved landscape concept prepared for the site.
105. Appropriate sign(s) shall be provided and maintained within the site at the point(s) of vehicular egress to compel all vehicles to stop before proceeding onto the public way.
106. The use of the tourist cabins is to be restricted for short term stay only and are not to be made available as long term accommodation. In this regard any continuous length of stay is to be restricted to not more than two (2) weeks.
107. The bushfire asset protection zones required by this consent shall be maintained at all times.

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108. The development shall be conducted in such a manner that the LA(eq) noise levels, measured at any point in accordance with the NSW EPA's Industrial Noise Policy (2000), do not exceed 5dB(A) LA(eq) above background noise levels with respect to noise amenity of residential dwellings.
109. No deliveries, loading or unloading associated with the premises are to take place between the hours of 5:00pm and 7:00am on any day.
110. Separate development consent is required to be obtained in order to use the refreshment room as a "Place Of Public Entertainment."
111. All food and food handling equipment and utensils are to be stored at least 300mm clear of the floor on smooth faced shelving or other equipment. No food is to be stored on the floor in a low temperature room or freezer.
112. The refrigeration equipment and all associated fittings are to be installed in such a manner that it is capable of operating without causing a noise or vibration nuisance for adjoining property occupiers.
113. All waste matter to be stored away from food areas and disposed of at regular intervals.
114. A portable thermometer accurate to +/-1°C is to be available at the premises at all times for the purpose of checking and monitoring hot and cold foods for compliance temperatures.
115. Materials and equipment for cleaning are to be stored in a cupboard physically separated from any food, food storage, display, or preparation area. Separate cleaning equipment is required for the cleaning of any toilets.
116. Personal clothing, bags, shoes and other personal items are to be stored in a cupboard physically separated from any food, food storage, display, or preparation areas.
117. All potentially hazardous foods are to be stored at a temperature below 5°C or above 60°C unless the type of food is appropriate for storage at ambient room temperatures.
118. The provisions of the Australia New Zealand Food Standards Code is to be complied with at all times.
119. Amplified music in the refreshment room shall be maintained at less than 90 dB at 3 metres from any speaker. All speakers are to be contained within the Refreshment room.
120. Any external lighting shall be directed in such a manner so that no nuisance is caused to adjoining properties or to drivers on surrounding streets.  
  
Appropriate lighting be provided to the exit which will provide illumination during periods of fog.
121. Signage is to be installed to advise patrons that access to other properties is prohibited and warning of the dangers associated with approaching the horse training establishment to the west.
122. Fencing in keeping with the rural style is to be installed to prevent physical access from the development to the adjoining dwelling to the south and the horse training track to the west.

### **NSW Rural Fire Service General Terms of Approval**

#### **Asset Protection Zone**

123. At the commencement of building works and in perpetuity the property around the proposed cabins shall be managed as follows:

North for a distance of 40 metres as an inner protection area and 20 metres as an outer protection area;

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East for a distance of 50 metres as an inner protection area and 20 metres as an outer protection area;

South for a distance of 10 metres as an inner protection area;

West for a distance of 10 metres as an inner protection area, as outlined within Planning for Bush Fire Protection 2006 and the Service's document 'Standards for Asset Protection Zones'.

124. At the commencement of building works and in perpetuity the property around the proposed chapel shall be managed as follows:

North for a distance of 10 metres as an inner protection area and 10 metres as an outer protection area;

East for a distance of 15 metres as an inner protection area and 10 metres as an outer protection area;

South for a distance of 10 metres as an inner protection area;

West for a distance of 15 metres as an inner protection area and 10 metres as an outer protection area, as outlined within planning for Bushfire protection 2006 and the Service's document 'Standards for Asset Protection Zones'.

### **Water and Utilities**

125. Water, electricity and gas are to comply with Sections 4.1.3 and 4.2.7 of Planning for Bush Fire Protection 2006 for the proposed cabins.
126. Water, electricity and gas are to comply with Section 4.1.3 of Planning for Bush Fire Protection 2006 for the existing dwelling/proposed refreshment room and proposed chapel.

### **Access**

127. Internal roads shall comply with following requirements of Section 4.2.7 of Planning for Bush Fire Protection 2006 for the proposed cabins:
- (a) Internal perimeter roads are provided with at least two traffic lane widths (carriageway 8 metres minimum kerb to kerb) and shoulders on each side, allowing traffic to pass in opposite directions.
  - (b) The minimum distance between inner and outer curves is six metres. Curves have a minimum inner radius of 6 metres and are minimal in number to allow for rapid access and egress.

### **Design and Construction**

128. New construction shall comply with Australian Standard AS3959-1999 'Construction of buildings in bush fire-prone areas' Level 1 for proposed cabins 5 & 6.

### **Evacuation and Emergency Management**

129. Arrangements for emergency and evacuation are to comply with Section 4.2.7 of Planning for Bush Fire Protection 2006.

### **Advisory Notes**

- The applicant shall make themselves aware of the Discrimination Against People with Disabilities Act (DDA) and assess their responsibilities and liabilities with regards to the provision of access for all people.

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- Should any aboriginal site or relic be disturbed or uncovered during the construction of this development, all work should cease and the National Parks and Wildlife Service consulted. Any person who knowingly disturbs an aboriginal site or relic is liable to prosecution under the National Parks and Wildlife Act 1974.
- The applicant is advised to consult with:
  - (a) Integral Energy
  - (b) Natural Gas Company
  - (c) a local telecommunications carrier

regarding their requirements for the provision of services to the development and the location of existing services that may be affected by proposed works, either on site or on the adjacent public roads.

**Item: 103 CP - Application for Residential Rezoning - Lot 2 DP 237575, 35 Chapel Street, Richmond - (95498)**

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Mr Robert Montgomery, proponent, addressed Council.

**MOTION:**

RESOLVED on the motion of Councillor Paine, seconded by Councillor Rasmussen.

***Refer to RESOLUTION***

**165 RESOLUTION:**

RESOLVED on the motion of Councillor Paine, seconded by Councillor Rasmussen

That this matter be deferred until the next Council meeting.

**Item: 104 CP - Application for Rezoning - Lot 1 DP 129442 and Lot 1 DP 779913 - 739 George Street, South Windsor (Windsor Baptist Church) - (85593, 95498)**

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Rev. Noel Edwardes, Mr Stuart Vaughan and Mr Robert Montgomery, proponents, addressed Council.

**MOTION:**

RESOLVED on the motion of Councillor Devine, seconded by Councillor Stubbs.

***Refer to RESOLUTION***

**ORDINARY MEETING**

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An AMENDMENT was moved by Councillor Calvert, seconded by Councillor Williams.

That the:

1. Application to rezone land at Lot 1 DP129442 and Lot 1 DP 779913 - 739 George Street South Windsor not be supported at this time.
2. Matter be further considered upon exhibition of the draft Hawkesbury Employment Strategy.

The amendment was lost.

The motion was put and carried

**166 RESOLUTION:**

RESOLVED on the motion of Councillor Devine, seconded by Councillor Stubbs

That:

1. Council recognise the importance of the site as a major gateway to the City, in providing significant local employment opportunities and in capturing escape expenditure.
2. Council recognise that the proposal could assist in meeting the employment targets within the subregional strategy.
3. Council recognise that the site is suitable for the following uses:
  - a. Food and drink premises
  - b. Tourist and visitor accommodation
  - c. Service station
  - d. Childcare centre
  - e. Information and education facilities
4. This resolution and the application be forwarded to the employment lands consultant for consideration.
5. The applicant be advised that the seniors living consent would need to be surrendered upon gazettal of a draft LEP.
6. The matter be reported to Council at the first meeting after the Employment Strategy is released.

**Item: 105 CP - Acceptance of Funding for Community Service Programs - Service Agreement 2008 - 2009 - Department of Community Services - (79771, 95498)**

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**MOTION:**

RESOLVED on the motion of Councillor Porter, seconded by Councillor Stubbs.

***Refer to RESOLUTION***



**ORDINARY MEETING**

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**167 RESOLUTION:**

RESOLVED on the motion of Councillor Porter, seconded by Councillor Stubbs

That authority be given to execute, under the Seal of Council, the Service Agreement - 2008-2009, with the Department of Community Services, to accept a total \$ 545,920, for the deliver of community services projects in the Hawkesbury Local Government Area.

**Item: 106**            **CP - Attribution of Aboriginal Heritage of the Land on Museum Entrance Door - (103542, 95498)**

**Previous Item:**        5, Ordinary (5 February 2008)

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**MOTION:**

RESOLVED on the motion of Councillor Porter, seconded by Councillor Stubbs.

***Refer to RESOLUTION***

**168 RESOLUTION:**

RESOLVED on the motion of Councillor Porter, seconded by Councillor Stubbs

That the statement "*Welcome to the Hawkesbury Regional Museum which stands on traditional lands of the Darug People*" be placed on the front door of the Hawkesbury Regional Museum.

**ORDINARY MEETING**

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**SUPPORT SERVICES**

**Item: 107            SS - Returns Relating to Disclosure of Pecuniary Interests - (96333, 95496)**

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**MOTION:**

RESOLVED on the motion of Councillor Porter, seconded by Councillor Stubbs.

*Refer to RESOLUTION*

**169 RESOLUTION:**

RESOLVED on the motion of Councillor Porter, seconded by Councillor Stubbs

That the information be received and noted.

**Item: 108            SS - Monthly Investments Report - April 2008 - (96332, 95496)**

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**MOTION:**

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

*Refer to RESOLUTION*

**170 RESOLUTION:**

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Porter

That the information be received and noted.

**Item: 109            SS - March 2008 Quarterly Review - 2007- 2008 Management Plan - (96332, 95496)**

**Previous Item:**        107, Special (25 June 2007)

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**MOTION:**

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Stubbs.

*Refer to RESOLUTION*

**ORDINARY MEETING**

**MINUTES: 27 May 2008**

**171 RESOLUTION:**

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Stubbs

That the:

1. Information contained in the report on the 2007-2008 Management Plan - March Quarter Review be received.
2. Quarterly review of the 2007-2008 Management Plan and Financial Statement for the period ending 31 March 2008 be adopted.

**ORDINARY MEETING**

**MINUTES: 27 May 2008**

**CONFIDENTIAL REPORTS**

**172 RESOLUTION:**

RESOLVED on the motion of Councillor Porter, seconded by Councillor Rasmussen.

That the Confidential Items be moved to the end of the business paper to be dealt with last.

**173 RESOLUTION:**

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Porter.

That:

1. 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:

**Item: 110 GM - Legal and Property Matter - Macquarie Street, Windsor**

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d) of the Local Government Act, 1993 as it relates to Legal and Property Matter - Macquarie Street, Windsor and the information is regarded as being commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, confer a commercial advantage on a competitor of the Council, or reveal a trade secret and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.*

2. 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 these matters be withheld from the Press and public.

The Mayor asked for representation from members of the public as to why Council should not go into closed Council to deal with these confidential matters.

There was no response, therefore, the Press and the public left the Council Chambers.

**Item: 110 GM - Legal and Property Matter - Macquarie Street Windsor (79351)**

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**MOTION:**

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

***Refer to RESOLUTION***

**ORDINARY MEETING**

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**174 RESOLUTION:**

The General Manager advised that whilst in closed session, Council RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Stubbs

That:

1. Council take action to terminate the current contract associated with the potential development of Council's Macquarie Street properties with Projects + Infrastructure under the terms of that contract and that Council's solicitors be requested to assist Council in this process.
2. In view of the information provided within the report that Council commence a process with a view of undertaking a Public Private Partnership (PPP) under the terms of the Local Government Act in respect of Site 1 of its Macquarie Street properties as outlined in the Report and that further reports be submitted to Council regarding steps in the process as appropriate.
3. The General Manager be authorised to engage the assistance of an appropriate consultant and/or consultants to facilitate the process and to meet the requirements of the Department of Local Government in this regard.
4. The General Manager be authorised to pursue the development of Site 2 of its Macquarie Street properties as outlined in the report on a "Council project" basis at this stage.
5. Funds associated with developing a PPP and/or "Council project" for the Council's Macquarie Street properties be meet from Council's Contingency Reserve on the basis of a report in this regard being submitted to Council for its information as and when appropriate details are formulated and pending further reports authority be given for the expenditure up to \$25,000.

**175 RESOLUTION:**

RESOLVED on the motion of Councillor Rasmussen, seconded by Councillor Williams that open meeting be resumed.

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**SUPPLEMENTARY REPORTS**

**INFRASTRUCTURE SERVICES**

**Item: 111            IS - Portland Head Road - Proposed Sealing - (95495, 79344)**

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Mr Ron Marks, proponent, addressed Council.

**MOTION:**

RESOLVED on the motion of Councillor Porter, seconded by Councillor Rasmussen.

***Refer to RESOLUTION***

An AMENDMENT was moved by Councillor Williams, seconded by Councillor Calvert.

That:

1. The residents of Portland Head Road be thanked for the offer to fund half the cost of reconstruction and bitumen sealing of the road.
2. Council seek grant funding to support the offer from the residents of Portland Head Road.
3. A report be provided to Council outlining the details of Council land in the vicinity of Portland Head Road and other possible sources of funding the Council's contribution to the construction.

The amendment was lost.

The motion was put and carried

**176 RESOLUTION:**

RESOLVED on the motion of Councillor Porter, seconded by Councillor Rasmussen

That:

1. The residents of Portland Head Road be thanked for the offer to fund half the cost of reconstruction and bitumen sealing of the road which is accepted by Council.
2. Council seek grant funding to support the offer from the residents of Portland Head Road.
3. A report be provided to Council outlining the details of Council land in the vicinity of Portland Head Road and other possible sources of funding the Council's contribution to the construction.

Councillors Bassett and Connelly requested that their names be recorded as having voted against the motion.

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**SUPPORT SERVICES**

**Item: 112            SS - Extinguishment or Cancellation of Easement - Lot 1 DP75819, 532 Cornwallis Road, Richmond Lowlands - (104258, 1931, 95496)**

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**MOTION:**

RESOLVED on the motion of Councillor Porter, seconded by Councillor Stubbs.

***Refer to RESOLUTION***

**177 RESOLUTION:**

RESOLVED on the motion of Councillor Porter, seconded by Councillor Stubbs

That:

1. Council agree to extinguish the easement for transmission lines which affects 532 Cornwallis Lane, Richmond Lowlands (Lot 1 in Deposited Plan 75819).
2. Authority be given for any documentation in association with this matter to be executed under the Seal of Council.
3. Details of Council's resolution be conveyed to the property owner, Yindarra Services Pty Limited, together with the advice that Council is not and will not be bound by the terms of its resolution until such time as appropriate legal documentation to put such resolution into effect has been executed by Council.

**SECTION 5 - Reports of Committees**

**ROC - Local Traffic Committee - 21 May 2008 - (80245)**

**178 RESOLUTION:**

RESOLVED on the motion of Councillor Bassett, seconded by Councillor Rasmussen.

That the minutes of the Local Traffic Committee held on 21 May 2008 as recorded on pages 7 to 18 of the Supplementary Ordinary Business Paper be adopted.

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**QUESTIONS WITHOUT NOTICE**

1. Councillor Porter enquired if the Mayor was aware that the weed control at Australiana Pioneer Village is costing \$30,000.

The Mayor advised that he was aware.

2. Councillor Porter requested that a cleanup notice be issued for the derelict houses at 11 and 13 Ski Lodge Road and enquired if the properties have been condemned and if the State has taken possession of the properties.

The Director City Planning advised that the matter will be investigated.

3. Councillor Conolly enquired if the Council's Art Gallery has a policy to prevent breaches of child protection laws.

The General Manager advised that the matter will be investigated.

4. Council Devine referred to his question at the previous meeting regarding an inspection of the RAAF Sewerage Treatment Plant and enquired if Councillor Rasmussen has made arrangements for the inspection.

Councillor Rasmussen advised that he will contact the RAAF soon to arrange an inspection.

5. Councillor Devine referred to his previous questions regarding the vacant land at the front of Bligh Park and enquired if any cleanup work has been completed.

The Director Infrastructure Services advised that bush regeneration and corrective services groups have been working to clean up the area.

6. Councillor Devine enquired if sound recording equipment was provided to the Guide Dog facility to monitor the noise from the establishment and requested the matter be followed up.

The Director City Planning advised that the matter will be investigated.

7. Councillor Rasmussen enquired if a development application has been received for a dog boarding kennel at Grose Vale and requested that it be reported to Council.

The Director City Planning advised that a development application has been received and that the matter will be reported to Council.

8. Councillor Books enquired whether the concerns raised regarding Inalls Lane, Richmond have been addressed.

The Director City Planning advised that compliance officers are investigating the matter.

9. Councillor Books referred to his previous question requesting installation of a bin on the footpath outside 251-257 George Street, Windsor and enquired about the progress of the matter.

The Director Infrastructure Services advised that he has discussed the matter with the shop owner who requested the bin and the Management of the Riverview Shopping Centre. The Riverview



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Shopping Centre Management has agreed to keep the footpath area clean outside the centre and in the vicinity of the shop that requested the bin, rather than install the bin.

10. Councillor Williams enquired about the \$28,000 favourable variance in rental income shown on page 73 of the business paper regarding the March 2008 Quarterly Review and asked if the \$7,000 from the Upper Colo Reserve is from hire of the campsites.

The Director Infrastructure Services advised that the \$7,000 was received for campsite hire. He also advised that a staff member regularly visits the site to collect site hire fees and ensure that the area is maintained.

11. Councillor Williams requested a report regarding Councillors meeting with applicants who have submitted development applications.

The General Manager advised that the matter will be investigated.

12. Councillor Paine enquired how the Darug people select which development applications will be subject to land studies and asked if there is a policy for selection guidelines.

The Director City Planning advised that at present there is no policy regarding the matter. He advised that the Darug people are provided with a list of development applications and respond when sites of interest are involved in future, staff will vet the requests received for land studies.

13. Councillor Paine referred to the S94 plans for Pitt Town that are being prepared for the Department of Planning and requested the Mayor keep Councillors informed about the progress of the matter.

The Mayor advised that he has made several enquiries regarding the matter but is yet to receive a reply. He advised that he will keep the Councillors informed of the progress.

14. Councillor Paine enquired when a report regarding the Co-generation Plant will come to Council.

The Director Infrastructure Services advised that he is currently preparing information that will be forwarded to an external auditor to report on. The timing of the report will be subject to the External Auditors availability.

15. Councillor Calvert advised that the street sign on Stanley Avenue at Kurrajong Heights has been knocked over.

The Director Infrastructure Services advised that the matter will be investigated.

16. Councillor Calvert enquired if there is a regulation that requires all bus stops to have time tables on display and appropriate disabled access.

The Mayor advised that the matter will be investigated.

17. Councillor Finch enquired regarding the progress of the proposed works at Kurrajong Community Centre.

The Director Infrastructure Services advised that a tender will go out in the next few months.

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18. Councillor Finch enquired if a development application has been received for the Rocking Horse Stud at Kurrajong and requested that it be reported to Council.

The Director City Planning advised that the existing approved uses for the site are being investigated. The development application will be reported to Council.

19. Councillor Stubbs requested that the safety issues concerning Scheyville Road be investigated.

The Director Infrastructure Services advised that the matter will be investigated.

20. Councillor Bassett referred to Councillor Williams question regarding a report in relation to Councillors meeting with applicants who have submitted development applications and requested that the matter be broadened to also include Councillors meeting with objectors.

The meeting terminated at 10.26pm.

Submitted to and confirmed at the Ordinary meeting held on 24 June 2008.

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Mayor