



Hawkesbury City Council

ordinary meeting business paper

date of meeting: 31 July 2012

location: council chambers

time: 6:30 p.m.



mission statement

***“To create opportunities
for a variety of work
and lifestyle choices
in a healthy, natural
environment”***

How Council Operates

Hawkesbury City Council supports and encourages the involvement and participation of local residents in issues that affect the City.

The 12 Councillors who represent Hawkesbury City Council are elected at Local Government elections, held every four years. Voting at these elections is compulsory for residents who are aged 18 years and over and who reside permanently in the City.

Ordinary Meetings of Council are generally held on the second Tuesday of each month (except January), and the last Tuesday of each month (except December), meeting dates are listed on Council's website. The meetings start at 6.30pm and are scheduled to conclude by 11:00pm. These meetings are open to the public.

When an Extraordinary Meeting of Council is held, it will usually also be held on a Tuesday and start at 6.30pm. These meetings are also open to the public.

Meeting Procedure

The Mayor is Chairperson of the meeting.

The business paper contains the agenda and information on the items to be dealt with at the meeting. Matters before the Council will be dealt with by an exception process. This involves Councillors advising the General Manager by 3:00pm on the day of the meeting, of those items they wish to discuss. A list of items for discussion will be displayed at the meeting for the public to view.

At the appropriate stage of the meeting, the Chairperson will move for all those items which have not been listed for discussion (or have registered speakers from the public) to be adopted on block. The meeting then will proceed to deal with each item listed for discussion and decision.

Public Participation

Members of the public can request to speak about an item raised in the business paper at the Council meeting. You must register to speak at a Council meeting. To register you must lodge an application form with Council prior to 3:00pm on the day of the meeting. The application form is available on the Council's website, from the Customer Service Unit and by contacting the Manager - Corporate Services and Governance on (02) 4560 4426 or by email at council@hawkesbury.nsw.gov.au.

The Mayor will invite registered persons to address the Council when the item is being considered. Speakers have a maximum of five minutes to present their views. The Code of Meeting Practice allows for three speakers on the Proponent side (i.e. in support) and three for the Respondent side (i.e. in objection). If there are a large number of speakers for one item, speakers will be asked to organise for three representatives to address the Council for either the Proponent or Respondent side (six speakers in total).

Voting

The motion for each item listed for discussion will be displayed for Councillors and public viewing, if it is different to the recommendation in the Business Paper. The Chair will then ask the Councillors to vote, generally by a show of hands or voices. Depending on the vote, a motion will be Carried (passed) or Lost.

Planning Decision

Under Section 375A of the Local Government Act 1993, voting for all Planning decisions must be recorded individually. Hence, the Chairperson will ask Councillors to vote with their electronic controls on planning items and the result will be displayed on a board located above the Minute Clerk. This will enable the names of those Councillors voting For or Against the motion to be recorded in the minutes of the meeting and subsequently included in the required register. This electronic voting system was an innovation in Australian Local Government pioneered by Hawkesbury City Council.

Business Papers

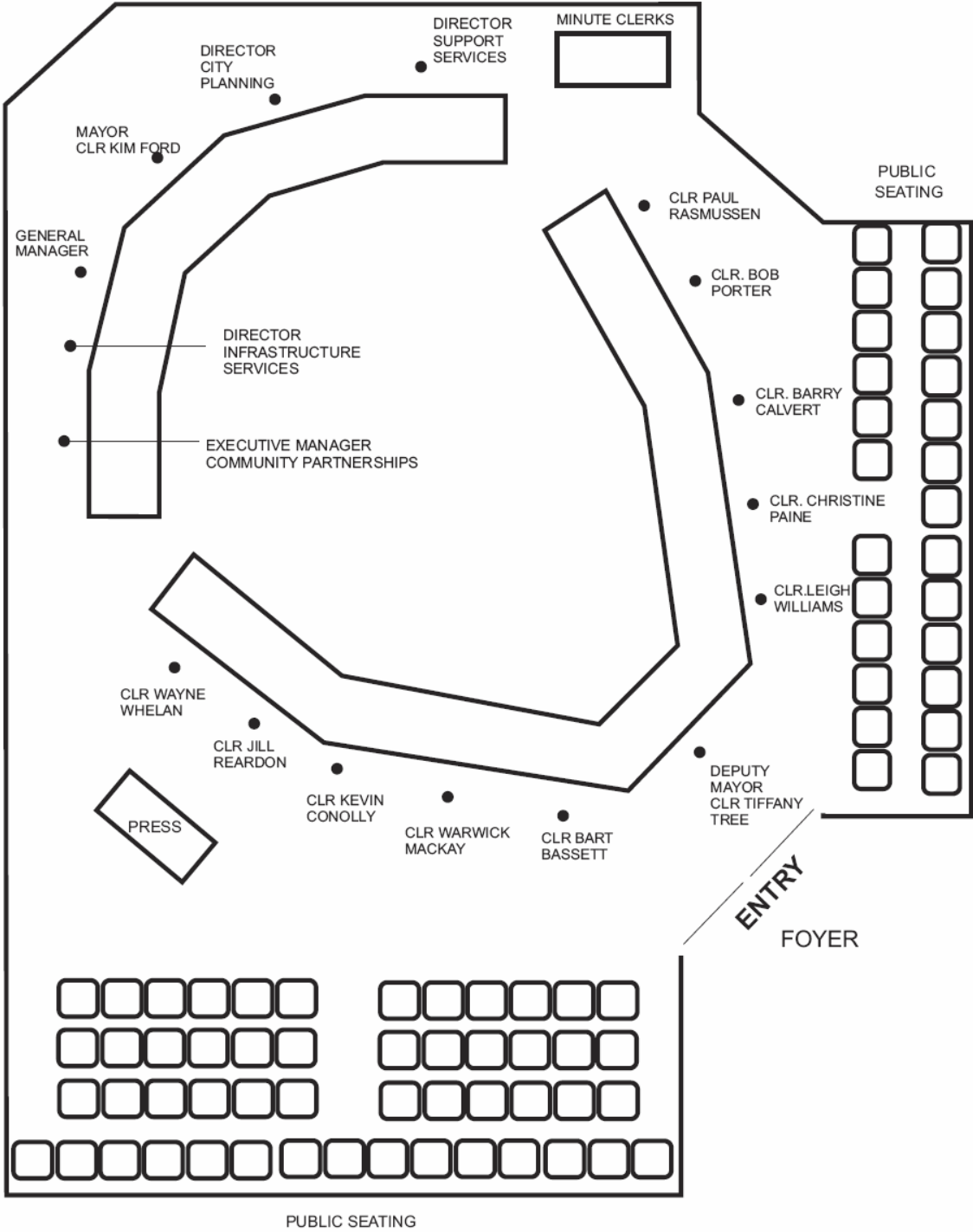
Business papers can be viewed online from noon on the Friday before the meeting on Council's website: <http://www.hawkesbury.nsw.gov.au>

Hard copies of the business paper can be viewed at Council's Administration Building and Libraries after 12 noon on the Friday before the meeting, and electronic copies are available on CD to the public after 12 noon from Council's Customer Service Unit. The business paper can also be viewed on the public computers in the foyer of Council's Administration Building.

Further Information

A guide to Council Meetings is available on the Council's website. If you require further information about meetings of Council, please contact the Manager, Corporate Services and Governance on, telephone (02) 4560 4426.

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SECTION 3 - Notices of Motion

NM 1 - Release the Flood Plain Risk Management Study - (79351, 90477)

Submitted by: Councillor B Porter

NOTICE OF MOTION:

That Hawkesbury City Council release the Floodplain Risk Management Study and Plan, either in Draft or Final form, prior to the 2012 Local Government Election so as to enable our community to be better informed when casting their vote.

BACKGROUND:

Many residents within the community are likely to be significantly affected, both socially and financially by this Study and Plan. Therefore they should have the opportunity of knowing the views and stance to be taken by all candidates at the forthcoming election.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

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Notices of Motion

NM 2 - Dredging Hawkesbury River - (79351, 90477)

Submitted by: Councillor B Porter

NOTICE OF MOTION:

That:

1. The consultant's report on dredging specific points of the Hawkesbury River for navigation purposes be completed.
2. Council apply to the State Government for licence to dredge these areas before the end of this term of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

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SECTION 4 - Reports for Determination

GENERAL MANAGER

Item: 131 **GM - Sydney Aviation Capacity Scoping Study - (79351)**

Previous Item: Item 46, Ordinary (24 April, 2012)
 Item 22, Ordinary (23 February, 2010)
 Item 23, Ordinary (23 February, 2010)

REPORT:

Executive Summary

The Minister for Infrastructure and Transport, the Hon, Anthony Albanese MP (the Minister) has issued a Media Release indicating that the Australian Government has committed to and appointed consultants to undertake a Sydney Aviation Capacity Scoping Study (Scoping Study) to:

- a) investigate and assess the suitability of the proposed Wilton site as a second Sydney airport; and
- b) explore the use of RAAF Base Richmond for limited civil operations.

The purpose of the recent Joint Study on Aviation Capacity for the Sydney Region (Joint Study) was to identify the Australian Government's preferred second Sydney airport site (Wilton site) and to progress a commitment to the site. The Scoping Study is the next step and is to be completed in early 2013.

The Minister also wrote to the Mayor on 20 July, 2012 to advise that the Australian Government was undertaking the Scoping Study and to address specific issues.

The purpose of this report is to inform Council of the Scoping Study and to consider Council's response to the Study and engagement with the Department.

Consultation

The issues raised in this report concern matters which do constitute a trigger for community engagement under Council's Community Engagement Policy. It is proposed that Council undertake the following community engagement process in compliance with Council's Policy:

- undertake Public Notices seeking input from the community and stakeholders on issues related to the use of RAAF Base Richmond for civil operations in a second Sydney airport mix or otherwise.

The responses would be used to:

- a) assist engagement with the Department eg. FAQs, and
- b) assist Council's position on the use of RAAF Base Richmond.

Background

The Minister has issued a Media Release indicating that the Australian Government has committed to and appointed consultants to undertake a Sydney Aviation Capacity Scoping Study (Scoping Study) to:

- a) investigate and assess the suitability of the proposed Wilton site as a second Sydney airport; and
- b) explore the use of RAAF Base Richmond for limited civil operations.

The Minister also wrote to the Mayor on 20 July, 2012 to advise that the Australian Government was undertaking the Scoping Study and to specifically:

- a) advise that the impacts of using RAAF Base Richmond for limited civil operations will be investigated in the Study,
- b) indicate that the findings of the Study will be used to advise Australian Government decisions on a second airport,
- c) seek Council to provide the Department of Infrastructure and Transport (Department) with Frequently Asked Questions (FAQs) to be answered by the Department, to assist Council with responding to community concerns;
- d) advise that the Department will contact Council to arrange a meeting to discuss Council or stakeholders issues about the proposed use of RAAF Base Richmond in a second Sydney airport mix (or otherwise).

A copy of the Minister's Media Release and letter to the Mayor are included as Attachments 1 and 2 to this report respectively.

The purpose of the recent Joint Study on Aviation Capacity for the Sydney Region (Joint Study) was to identify the Australian Government's preferred second Sydney airport site (Wilton site) and to progress a commitment to the site. The Scoping Study is the next step of the Joint Study, which was presented to the Australian and NSW Governments on 2 March 2012. The Joint Study was a task of the Aviation White Paper (started 2009), which sets out the Australian Government's policy on aviation for next 30 years. The Joint Study was to inform:

- infrastructure planning and investment by the Australian Government and the NSW Government and industry, and
- enable the proper integration of future airport operations with surrounding state land use planning and surface transport networks (i.e. NSW Government's Transport Blue Print).

The Minister's letter and the media release indicates the Scoping Study will undertake economic, social and environmental investigations for the Wilton site and RAAF Base Richmond to assess the impacts, viability and issues of using these airports in the second Sydney airport mix.

Council has been monitoring the second Sydney airport matter and the use of RAAF Base Richmond for sometime. Council's position and policy on the issue of the future use of the RAAF Base Richmond is, in summary, that it should be retained and continue as an important operational facility.

A chronology of Council's recent actions on RAAF Base Richmond is detailed later in this report for reference purposes.

The Scoping Study proposes that RAAF Base Richmond be used for limited civil operations and it is assumed the Study will further explain what is meant by 'limited' civil operations. However, civil operations generally fall within the meaning of general aviation (which may include freight). The Joint Study indicated RAAF Base Richmond had been considered as a:

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"...a Defence airfield with greater civil General Aviation (GA) and Regular Public Transport (RPT) access to supplement forecasted aviation needs out of Kingsford Smith Airport and a second Sydney airport."

Of note, the Joint Study indicates that the second Sydney airport would not be operational for 30 years. This could possibly have significant implications for any suggested limited civil operations at RAAF Base Richmond. Also, the Joint Study indicates that RAAF Base Richmond is critical to both Australia's military response capability and the Sydney aviation growth mix in the next 20 years; and that it should be retained as a RAAF Base. However, the Defence Posture Review suggests other possible scenarios and the new Defence White Paper has been brought forward to early 2013, conveniently around the time the Scoping Study will be delivered.

It is suggested that Council should engage with the Department as requested in association with the Scoping Study as this will help inform Council's ongoing position and policy on the RAAF Base Richmond.

Some concern is raised in relation to the purpose and timing of the FAQs, when the Australian Government should be primarily addressing community concerns in the process, not Council. However, Council should have an understanding of what the community views are on the use of RAAF Base Richmond for civil aviation and in light of the Community Strategic Plan. Council/community FAQs should not be provided to the Department until there is an understanding of the full impact of 'limited' civil operations. The purpose and timing of the FAQs can be discussed with the Department at the first flagged meeting.

Chronology of recent Council resolutions/actions

The following recent Council resolutions/actions relate to RAAF Base Richmond:

- Council at its meeting held on 2 October 2008, in regard to RAAF Base Richmond, resolved:
"Council continue to support the need for the retention of the Richmond RAAF Base as both an important defence facility for the Nation and as an integral part of the local region's economy and community and the retention and continued operation of the Airlift Group out of RAAF Base Richmond."
- In Council's submission to the Discussion Paper on "Key Questions for Defence in the 21st Century", a step in the Defence White Paper process, the following submission was made:
"Council requests that as an outcome of the National Aviation Policy White Paper that the Government ensures RAAF Base Richmond is not an option in any other policies of Government and is retained as a strategic Defence facility. "
- The above Resolution was followed up with a Mayoral Minute on RAAF Base Richmond, at the Council meeting on 24 November 2009, where it was resolved (in part) that:
"Council once again make representations to the Prime Minister, Minister for Defence, Minister for Infrastructure, Transport, Regional Development and Local Government and Local State and Federal Members of Parliament (Greenway and Macquarie), requesting their continued support for Richmond to continue as a permanent operational facility for defence purposes in line with the commitment that was made prior to the last Federal election."
- The above Mayoral Minute was actioned and Council's representations referenced the then Shadow Minister for Defence's advice on RAAF Base Richmond (26 September 2007) being:
"Labor has no plans to alter the status of RAAF Base Richmond, and should we be elected to Government later this year Richmond will continue as a permanent operational facility."

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- A response to Council's representations was received from The Hon. Anthony Byrne MP, Parliamentary Secretary to the Prime Minister dated 18 January 2010 (amongst others) which stated (in part):

"The government will continue to use the Airforce Base Richmond as a Defence operational facility, consistent with its pre-election commitment."

- Council at its meeting on 23 February 2010 addressed the Defence White Paper and resolved, in part, that:

"Council continue to advocate its position on RAAF Base Richmond whenever the opportunity arises and be part of any invited process/ committees to remind the Government of the impact of its decisions on local communities."

- Council at its meeting on 13 September 2011, considered the Royal Australian Air Force's review into the Civil Aviation Access to Air Force Airfields (RAAF Review) and resolved:

"That:

1. *The information regarding the Royal Australian Air Force – Review of Civil Aviation Access to Air Force Airfields (RAAF Review) be received.*
2. *Council make a submission to the RAAF Review in regard to proximity to shared Defence airfields near large urban centres, RAAF Base Richmond and the National Aviation Policy based on the position indicated in previous resolutions in this regard.*
3. *The Minister for Infrastructure and Transport be requested to advise on how the RAAF Review will be addressed in the National Aviation White Paper to ensure priority military capability at Defence airfields are not compromised by any shared Defence airfields.*
4. *The Minister for Defence be requested to advise on how the RAAF Review will be addressed in Defence policy and how Defence will progress priority military needs at Defence airfields in the National Aviation White Paper.*
5. *Any submission made by Council reinforce Council's desire for the Airlift Group to be retained at the RAAF Base Richmond."*

- Council at its meeting held on 29 May 2012, considered details of the Federal Budget with particular reference being made to details relating to reductions proposed in the level of overall defence expenditure within the budget and the effects this may have on the current and future operations of the RAAF Base Richmond and resolved:

"That Council:

1. *Write to the Prime Minister, Julia Gillard and Defence Minister, Stephen Smith to seek assurances that the Federal Government will maintain RAAF Richmond as an operational military only facility and retain the Air Lift Group at Richmond following the \$251 million cut backs announced in the budget for the retirement of the C-130h heavy transport fleet based at Richmond and also seeking advice as to proposed timetable for the replacement of the Hercules and investment of funds for the improvement of infrastructure at the Base.*
2. *Seek assurances that the retirement of the fleet will not result in the loss of local jobs or reduce the ability of our Defence forces to respond to military, humanitarian and peace keeping operations.*

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3. *Also seek the support of the Opposition Spokesperson for Defence, the local Federal Member, and the local Labor Spokesperson for Macquarie in respect of Council's representations in this regard."*

Appropriate correspondence was sent in accordance with the above resolution. No responses have been received to date.

Information regarding the Scoping Study is submitted for Council's information and consideration.

Conformance to Community Strategic Plan

The proposal is consistent with the Shaping Our Future Together Directions statement;

- Maintain its independent identity and voice through strong local government and community institutions.

and is also consistent with (or is a nominated) strategy in the Community Strategic Plan being:

- Have ongoing engagement and communication with our community, governments and industries.

It will also contribute to the Goal:

- Work together with community to achieve a balanced set of decisions that integrate jobs, housing, infrastructure, heritage and environment.

Financial Implications

There are no funding implications for considering the report on the Joint Study.

RECOMMENDATION:

That:

1. The letter from the Minister for Infrastructure and Transport regarding the Sydney Aviation Capacity Scoping Study on the suitability of the Wilton site as the second Sydney airport and on the impacts of using RAAF Base Richmond for limited civil operations be received.
2. The community and stakeholders be invited to provide comment on the impacts of using RAAF Base Richmond for limited civil operations in a second Sydney airport mix or otherwise.
3. Responses to part (2) above be used to assist engagement with the Minister for Infrastructure and Transport and the Department of Infrastructure and Transport.
4. As requested, Council officers participate in an engagement process with the Department of Infrastructure and Transport, and report back to Council as needed.

ATTACHMENTS:

AT - 1 Media Release by Minister for Infrastructure and Transport's "Sydney Aviation Capacity Scoping Study Gets Underway."

AT - 2 Minister for Infrastructure and Transport's letter to Mayor on 20 July, 2012.

AT - 1 Media Release by Minister for Infrastructure and Transport's
"Sydney Aviation Capacity Scoping Study Gets Underway."

Sydney Aviation Capacity Scoping Study Gets Underway

Media Release
AA155/2012
23 July 2012

The Federal Government has appointed technical experts and consultants for a scoping study into Wilton's suitability as a second Sydney Airport.

The scoping study will involve detailed economic, social and environmental investigations to assess the impact and viability of an airport at Wilton.

It will also explore the use of RAAF Base Richmond for limited civil operations, including any social, economic and environmental impacts.

The clear finding of the independent Joint Study on Aviation Capacity in the Sydney Region is that Sydney needs a second airport—sooner rather than later.

The main purpose of the study is to identify as early as possible the challenges and the opportunities of any airport development.

It is important that a proper investigation take place prior to any final decisions being made.

While these investigations take place, I am also determined to make sure there is proper consultation and engagement with the community.

I have written to local governments and local Members of Parliament this week informing them of the scoping study.

Further I have asked senior representatives from the Department of Infrastructure and Transport to meet and engage with major stakeholders—something they have already started to do.

The following consultants have been appointed:

- WorleyParsons, in partnership with PricewaterhouseCoopers and Airport Master Planning consultants, will conduct a detailed assessment of environmental and infrastructure aspects near Wilton;
- Ernst and Young will conduct a thorough examination of the scale and nature of impacts of an airport development on the surrounding Wilton and Richmond communities, including factors such as aircraft noise, opportunities for employment and infrastructure investment; and
- Both of these studies will be supported by passenger demand analysis undertaken by Booz and Company.

The scoping study is expected to take at least six months.

A second airport will bring economic benefits to local communities, the state and the nation by creating thousands of jobs and unlocking billions of dollars in investment.

With passenger numbers expected to double by 2035, we know that Sydney's current aviation infrastructure will not cope with demand.

The economic cost of doing nothing is substantial.

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If a second airport is not built, our national economy will suffer as congestion grows and flights and economic investment are turned away.

Unmet demand for aviation in Sydney will cost the national economy \$35 billion by 2060. This means giving up the chance to create nearly 78,000 jobs across the country.

Already, we are seeing major problems arising from a lack of aviation infrastructure in Sydney. For example:

- Right now, on weekdays, there is no scope for new regional services during the morning and afternoon peaks, that is, for eight and a half of the 17 hours that the airport operates daily;
- In just three years (2015), there will be no take-off and landing slots available for any new services during peak times;
- Road and rail access to Sydney Airport is already approaching gridlock. By next year, morning peak trains will be at capacity before they reach the airport stations and the road network will be at capacity by 2015; and
- By 2020, a delay at Sydney Airport during the morning peak would have flow-on effects for around 500 flights affecting every major capital city airport.

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AT - 2 Minister for Infrastructure and Transport's letter to Mayor on 20 July, 2012.



The Hon Anthony Albanese MP

Minister for Infrastructure and Transport
Leader of the House

Reference: 03660-2012

Cr Kim Ford
Mayor
Hawkesbury City Council
PO Box 146
WINDSOR NSW 2756

Dear Cr Ford

As you may be aware, the Australian Government is undertaking a scoping study into Wilton's suitability as a second Sydney airport.

In addition to undertaking detailed economic, social and environmental investigations to assess the impact and viability of an airport at Wilton, the impacts of using Richmond RAAF Base for limited civil operations will also be assessed.

These investigations will be used to later advise Government decisions on a second airport. It is important that a proper investigation take place prior to any final decisions being made.

I have asked my Department to provide Fact Sheets to the General Manager of your Council to provide clear information to your community on the Government's strategy to address aviation capacity constraints in the Sydney region. I also invite your Council to provide my Department with a set of Frequently Asked Questions (FAQs) on behalf of residents. My Department will provide a response to these FAQs to assist you in addressing any community concerns.

Senior representatives at my Department will contact your General Manager, or senior staff, shortly to advise them in relation to this matter and to arrange a meeting to further discuss any issues Council or local stakeholders may have.

Should you have any further questions in the meantime, please contact Brendan McRandle, General Manager, Sydney Aviation Capacity Branch on (02) 6274 7664.

Yours sincerely

ANTHONY ALBANESE

oooO END OF REPORT Oooo

CITY PLANNING

Item: 132 CP - Proposed Development of Flood Liable Land Policy - (95498)

REPORT:

Executive Summary

This report proposes the adoption of a Development of Flood Liable Land Policy to deal with development assessment on flood affected land during the period from the gazettal of the draft Hawkesbury Local Environmental Plan 2012 (HLEP 2012) (formally known as draft HLEP 2011) and the finalisation of the Hawkesbury Floodplain Risk Management Study and Plan and associated documents.

When the draft HLEP 2012 is gazetted, the current flooding provisions Clause (Clause 25) in the Hawkesbury Local Environmental Plan 1989 (HLEP 1989) will be removed and replaced with a Standard Instrument Flood Clause. Whilst the Standard Instrument Flood Clause is satisfactory, it requires the background of various other planning documents to assist development assessment. It is proposed to retain the current HLEP 1989 flood provisions (Clause 25) in the form of a Council Policy until the required planning documents are finalised.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. The proposed Policy is an existing planning control that has been in the HLEP 1989 since January 1999 and is generally well understood. In this regard, the control is essentially the same but being transferred into a Policy of Council and as such public exhibition is not considered necessary.

Background

Development assessment is currently governed by the provisions of Clause 25 in the Hawkesbury Local Environmental Plan 1989 (HLEP 1989). With the gazettal of the draft HLEP 2012, Clause 25 will be replaced with a standard flood Clause that forms part of the Standard Instrument. In the long term this new Clause should be adequate for development assessment as Council is well advanced in the preparation of the Hawkesbury Floodplain Risk Management Study and Plan which will complement the Standard Instrument flood Clause. However, in the short term, until this work is completed, there is a need for a Policy to bridge the gap in the adopted flood information that is required for consistent, transparent development assessment of flood affected land.

The current HLEP 1989 Clause 25 is as follows:

25 Development of flood liable land

(1) *In this clause:*

commencement day means the day on which Hawkesbury Local Environmental Plan 1989 (Amendment No 86) commenced;

flood compatible materials means building materials and surface finishes capable of withstanding prolonged immersion in water;

floodway means the channel of a river or stream and those portions of the flood plain adjoining the channel which constitute the main flow path for floodwaters.

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- (2) *A building shall not be erected on any land lying at a level lower than 3 metres below the 1-in-100 year flood level for the area in which the land is situated, except as provided by subclauses (4), (6) and (8).*
- (3) *Each habitable room in a building situated on any land to which this plan applies shall have a floor level no lower than the 1-in-100 year flood level for the area in which the land is located.*
- (4) *Notwithstanding subclauses (2), (3), (10) and (11), a building that was lawfully situated on any land at 30 June 1997 may, with the consent of the Council, be extended, altered, added to or replaced if the floor level of the building, after the building work has been carried out, is not more than 3 metres below the floor height standard for the land immediately before the commencement day.*
- (5) *The Council shall, in the assessment of a development application, consider the flood liability of access to the land and, if the land is within a floodway, the effect of isolation of the land by flooding, notwithstanding whether other aspects of this clause have been satisfied.*
- (6) *Minor structures such as outbuildings, sheds and garages may be erected on land below the 1-in-100 year flood level, with the consent of the Council. The Council shall, in the assessment of a development application for such a structure, consider the likely frequency of flooding, the potential flood damage and measures to be taken for the evacuation of the property.*
- (7) *Any part of a building below the 1-in-100 year flood level is to be constructed of flood compatible materials.*
- (8) *Notwithstanding subclauses (2) and (3), a dwelling or other building may, with the consent of the Council, be erected on an area of land which has a level not less than 3 metres below the floor height standard for the land immediately before the commencement day. However, the Council shall not grant consent for development pursuant to this subclause after 30 June 2002.*
- (9) *In subclause (8) **area of land** means an area of land at natural surface level or an area of land that has been filled with the consent of the Council.*
- (10) *Despite subclauses (2) and (3) but subject to subclause (4), a dwelling must not be erected on land lying below the 1-in-100 year flood level if the allotment of land on which it is to be erected was created by a subdivision approved under clause 11 on or after the commencement day.*
- (11) *Despite subclauses (2) and (3) but subject to subclause (4), a dwelling must not be erected on land lying below the floor height standard for the land immediately before the commencement day if the allotment of land on which it is to be erected was created by a subdivision approved under clause 11 before the commencement day.*

The current Clause 25 above contains some specific, numerical, provisions that are generally well understood by regular applicants and provides a relatively clear indication of the required provisions. It should be noted that some of the above Clause is now redundant (Part 8 in particular) and the conversion of this Clause into a Council Policy will allow the provisions to be clarified.

It is also clear that the above Clause will require some rewording to enable it to be a stand alone Policy. The wording has been amended to enable this and is included in the attachment to this report.

The proposed flood Clause in the draft HLEP 2012 is a performance based Clause, i.e., there are no numerical controls. The new flood Clause will require Council, prior to issuing a development approval on flood liable land, to be satisfied with all of the following matters:

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- compatibility with the flood hazard of the land;
- not likely to significantly adversely affect flood behaviour resulting in detrimental increases in the potential flood affectation of other development or properties;
- incorporates appropriate measures to manage risk to life from flood;
- not likely to significantly adversely affect the environment;
- not likely to result in unsustainable social and economic costs to the community as a consequence of flooding.

The proposed flood Clause (Clause 6.3) in draft HLEP 2012 is generally well drafted and is currently awaiting gazettal with the draft HLEP 2012. However, as this Clause is a performance based Clause, in order to provide a consistent application of the flood provisions, a number of other, flood specific studies and Policies are required. Council is currently preparing the Hawkesbury Floodplain Risk Management Study and Plan (FRMS&P) that will provide the basis for much of this work, such as flood hazard mapping, risk categories, flood costs, risk management actions, etc. Following completion of the FRMS&P, which contains some suggestions for planning controls, Council's Development Control Plan will also need to be amended, via a separate statutory process, in order to apply the appropriate controls for the relevant localities.

The Policy attached to this report is essentially the same provisions that are contained in the existing Clause 25 of the HLEP 1989. Some of the subclauses have been removed as they no longer apply and some of the wording has been amended to enable the Clause to be applied as a stand alone Policy of Council or to clarify the meaning in the context of the Policy.

It is recommended that the attached Policy be adopted by Council. It is also recommended that the Policy be applied as consistently as Clause 25 of the HLEP 1989 has, and is currently, enforced. The diligent administration of the Policy is recommended as frequent variation to Council Policies can lead to the community and Courts interpreting those varied Policies as being abandoned and are not given any weight. In relation to a flood Policy, an interpretation of Policy abandonment can lead to significant adverse liabilities for both the community and Council. This policy approach is critical for the unique nature of flooding and the extent of low-lying land in the Hawkesbury.

Conformance to Community Strategic Plan

The proposal is consistent with the Shaping Our Future Together Directions statement;

- Implement and monitor Council's sustainability principles.

The proposal is also consistent with the Looking After People and Place Directions Statement;

- Have an effective system of flood mitigation, fire and natural disaster management and community safety which protects life, property and infrastructure.

and is also consistent with the nominated strategy in the Community Strategic Plan being:

- Develop disaster response and community safety plans.

Financial Implications

There are no direct financial implications with adopting the attached Policy. However, should the Policy not be adopted and the draft HLEP 2012 be gazetted there would be a Policy void within Council in regards to the assessment of development applications and this could have significant adverse financial implications for applicants in the form of delays in processing and also for Council in the additional resources required to overcome such a void until the appropriate documents are in place.

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Planning Decision

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

RECOMMENDATION:

That:

1. Council adopt the “Development of Flood Liable Land Policy” as attached to this report.
2. The Policy is to commence upon the gazettal of the draft Hawkesbury Local Environmental Plan 2012.
3. The adopted Policy be applied to all relevant development applications in the same manner as Clause 25 of the Hawkesbury Local Environmental Plan 1989 was previously applied.

ATTACHMENTS:

AT - 1 Development of Flood Liable Land Policy - *(Distributed Under Separate Cover)*.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 31 July 2012

Item: 133 **CP - Draft Wilberforce Subdivision and Development Policy - (95498)**

Previous Item: 19, Ordinary (15 February 2011)
 264, Ordinary (29 January 2011)
 14, Ordinary (14 February 2012)

REPORT:

Executive Summary

Council at its meeting of 14 February 2012 considered a report following the public exhibition of the draft Wilberforce Subdivision and Development Policy (Version 1). Concerns were raised in regards to the further development potential of flood prone land within the Housing zone and Council resolved to amend the draft Policy to *"remove reference to subdivision of any land below the 1 in 100 year level."*

The draft Policy was amended and re-exhibited for a period of 28 days. The purpose of this report is to consider the submission received following exhibition and to recommend adoption of the draft Wilberforce Subdivision and Development Policy.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. The draft Policy has been placed on exhibition on two separate occasions and this report considers the submission received during the most recent period.

Background

15 February 2011, Council resolved to prepare a Policy to provide guidance on dealing with the limited sewer capacity in Wilberforce.

29 November 2011, Council considered amended terms of the draft Policy and resolved to place on public exhibition.

16 December 2011 to 30 January 2012, Draft Policy placed on public exhibition.

14 February 2012, Council considered report following public exhibition and resolved the following:

"That Council:

- 1. Amend the Wilberforce Subdivision and Development Policy to remove reference to subdivision of any land below the 1 in 100 flood level.*
- 2. Place the amended Policy on exhibition."*

The original draft Policy provided for approximately 109 additional allotments within the Housing zoned land in Wilberforce with approximately 18 of these located within land that was subject to minor flooding in the 1 in 100 year event. The approximate design capacity of the Priority Sewer Scheme (PSP) in this locality is 100 additional Equivalent Tenements (ET). The original Policy allowed for more than the design capacity assuming that not all allotments would be taken up.

In accordance with the resolution of 14 February 2012, the draft Policy was amended by proposing a minimum allotment size in the flood prone area of the Housing zone equal to the largest allotment within that area. In this case the largest allotment is approximately 1.1ha. As such the minimum allotment size in the flood prone area is 1.1ha which will not permit any additional subdivision of flood prone land in the Housing zone of Wilberforce.

This amendment has resulted in the approximate development potential in the Housing zone of Wilberforce to be in the vicinity of 91 additional allotments, using the minimum allotment size of 750m². The amended draft Policy has not proposed to “reallocate” these 18 allotments due to the minor change that this would have on allotment sizes if spread over the whole of Wilberforce. The other factor in not reallocating this potential is the comments made in relation to the debate in the Council meeting on this matter that expressed a desire to not allow allotments smaller than 750m² with some preference for 1,000m².

It should be noted that the additional allotment figures are approximate only (although not unrealistic in the longer term) and have been proposed, at least in the short term, until the actual capacity of the sewer system can be calculated by Sydney Water once all the available allotments are connected to the system. It is proposed that the Policy, if adopted, is to be reviewed within two years to enable a more accurate assessment to be made of the capacity of the PSP. Once this is undertaken a reassessment of the allotment size and subdivision potential could be made if required.

The Amended Policy was placed on Public exhibition from 18 May 2012 to 18 June 2012.

Public Submission on the Draft Wilberforce Subdivision and Development Policy

One submission was received from Montgomery Planning Solutions, on behalf of their client, as a result of the public exhibition. The submission raised the following matters:

1. *The draft policy appears to be based purely on an exercise in fitting numbers to the PSP. No assessment has been made in respect of the physical capability of land for subdivision.*

Comment

It is true that the principle basis for the policy is the need to deal with the limited capacity of the Priority Sewer Scheme (PSP). However, the provisions and lot sizes in the policy have, conservatively, been based on other factors such as likelihood of redevelopment in the longer term and character of Wilberforce including access, vegetation removal, proximity to services (shops) and age of dwellings.

2. *The draft policy takes development rights from land which is suitable for subdivision and transfers those rights to land which includes flood prone land.*

Comment

The draft Policy does not transfer development rights to flood prone land as it prohibits any additional development on the flood affected land in the Housing zone. Changes to any planning controls often change the development potential of land. It is clear that the existing minimum allotment size, 450m², is inappropriate for the locality both on servicing capability and character issues. However, the basis of the Policy, as agreed by Council on 15 February 2011, is to spread the limited development potential more equitably across the locality.

3. *The draft policy is flawed in assuming that all land identified as capable of subdivision will be subdivided.*

Comment

As mentioned previously the original assumption, whilst conservative, did not assume that all land would be capable of subdivision. However, rather than considering only the next 5 years for development potential, the assessment considered redevelopment in the longer term and included the age of the existing housing stock. The primary focus of the draft Policy was to assist with the allocation of the limited sewer capacity of the locality rather than leaving it to the provisions of the existing Clause 18 in HLEP 1989 that requires “satisfactory arrangements (to) be made for the provision to the land of water, sewerage, drainage and electricity service.”

The submission has stated that “There is no reason why Council cannot simply refuse a development application once the number of available connections has been allocated by previous development consents.” And “It is simply a matter of issuing consents until the allocation is reached.” As expressed in previous reports to Council regarding this draft Policy, leaving the allocation of this limited resource to the DA process alone, as suggested by the submission, would not flag the issue to potential applicants and

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residents who would spend money unnecessarily on the preparation of an application that would be wasted if it is refused. It would also result in raised expectations (that could not be met) that the land can be further developed and serviced.

It is recommended that the approach of the draft Policy in providing guidance on the allocation of limited resources, in this case the sewer capacity, so that future development can be managed is appropriate. The draft Policy has included a provision for review within two years so that the actual sewer system capacity can be reassessed and the provisions of the Policy can be adjusted accordingly.

Conformance to Community Strategic Plan

The proposal is consistent with the Looking After People and Place Directions statement;

- Population Growth is matched with the provision of infrastructure and is sympathetic to the rural, environmental, heritage values and character of the Hawkesbury

and is also consistent with the nominated strategy in the Community Strategic Plan being:

- Identify community needs, establish benchmarks, plan to deliver and advocate for required services and facilities

Financial Implications

No financial implications are applicable to this report.

Planning Decision

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

RECOMMENDATION:

That Council adopt the draft Wilberforce Subdivision and Development Policy (Version 2) as exhibited and attached to this report.

ATTACHMENTS:

AT - 1 Wilberforce Subdivision and Development Policy - (*Distributed Under Separate Cover*)

oooO END OF REPORT Oooo

Item: 134**CP - Agreements for the Patrol of Private Car Parking Area - (95498, 96330)**

REPORT:**Executive Summary**

The purpose of this report is to review the proposals in a previous report to Council (30 June 2009 as attached) to enter into agreements with parties to regulate parking activities on private land. It is recommended that the agreements be expanded to allow:

- Interested parties to participate with the requirement for Council to provide a "minimum guaranteed service level" which attracts the appropriate fee for that service, ie, regular patrols per week, and/or
- Interested parties to participate without the requirement for Council to provide a guaranteed service level, ie, intermittent patrols at Council's discretion depending on available resources.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy in respect of the activity however, the proposed fees and charges will be required to be publicly advertised in accordance with the Local Government Act, 1993.

Background

At the meeting held on 30 June 2009, Council considered a report to provide parking services to external organisations under the provisions of Section 650 of the *Local Government Act 1993*, which allows Local Government Authorities to enter into agreements with parties to regulate parking activities on private land. The resolution, in part, from that meeting was as follows:

"That:

- 1. Council offer the services to Country Target Windsor initially by exercising it's authority in accordance with Section 650 of the Local Government Act 1993, to undertake parking regulation within car parks, by way of agreement between the interested parties and Council.*
- 2. Fees and charges in accordance with the schedule incorporated in the body of the report be approved and included in the agreement between Council and the interested parties utilising this service.*
- 3. The agreement with Target Windsor be signed and executed under the seal of Council."*

A copy of the 30 June 2009 report is attached for background information.

The current situation is that no interested parties have entered into these arrangements for the following reasons:

- Target Windsor installed gated entry/exit points resolving their previous parking concerns.
- Hawkesbury District Hospital did not wish to pursue the arrangements with Council.

Notwithstanding this, circumstances continue to exist where external organisations have expressed a need for surveillance of private car parks within Council's area of operations. If Council were to consider

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assisting these external organisations in providing a solution to their parking area concerns, Council would be limited in options under the current provisions of the "Parking patrols in private car parks" agreement previously reported to Council on 30 June 2009.

The reported agreement was to place the land under the control of Council and it is to be managed and operated as a free parking area and to make provisions for certain consequential arrangements under Section 650 of the *Local Government Act 1993* between Council and the land owner.

This agreement also provided a guaranteed minimum service level including "time parking" along with other general safety related offences. The owner allows Council to carry out parking surveillance upon the property in accordance with the agreement, and pays Council the agreed fees and charges. Council also retains the income from fines imposed as part of the surveillance.

Need to Review Current Terms of Agreement

Economic circumstances continue to impact on local businesses making them reluctant to enter into an agreement with Council whereby the current fees and charges for the provision of guaranteed minimum services for the surveillance of private parking areas apply.

In March 2012, Council was approached by Rail Corporation NSW to provide surveillance of the Windsor Bus and Rail Interchange after a number of safety concerns with other non authorised vehicles entering the "bus only area" were encountered by Government transport workers and the general public.

The request was for Council Parking Officers to patrol the bus only area and issue infringements to those persons who ignored the well sign posted "bus only area" and those persons who parked illegally in the disabled car parking spaces provided in the adjacent parking area. The agreement previously proposed at the 30 June 2009 meeting did not include the patrolling of the general car parking areas.

Recently Council has also been approached by Windsor Riverview Shopping Centre and the Woolworths Centre in Kable Street to provide surveillance of their undercover parking area.

Riverview Shopping Centre management stated that under the current proposed agreement conditions of Council's "Parking patrols in private car parks", which includes fees and charges benefiting Council for time limited parking surveillance, they were unable to support at this time due to financial constraints. They indicated that should Council consider other alternative arrangements, without such financial implications, that they would welcome the opportunity to reconsider the matter.

Proposal

It is recommended that Council amend the conditions in the current agreement by inserting Clauses that would allow negotiation of the service levels for each individual site as appropriate. In this regard, optional Clauses would be prepared to allow interested parties to participate with or without the requirement for Council to provide a "minimum guaranteed service level". This would permit Council to patrol the premises that were included in the agreement whenever it so chooses or, if the other party requests a regular patrol of the site, the appropriate fee per car parking space would be applicable. Most other conditions under the current agreement are to remain.

By making these proposed changes to the current agreement conditions, it is felt that opportunities will arise for Council to assist businesses with their parking issues, caused by persons who use their car parks for all day commuter parking contrary to signage, and also assist to provide a deterrent to those persons who engage in the unsafe practice of entering restricted traffic zones that have been set up to protect the community.

Disabled parking spaces would also be patrolled in these private parking areas under the proposed amendments to ensure that only those persons who are entitled to use such spaces are doing so with the correct authority.

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From Council's perspective, the amendments would allow an opportunity for its parking officers to be more flexible in their activities, and be more productive whilst performing their usual patrol duties in Council car parks and street surveillance.

All income gained from the issuing of infringements would come to Council as part of any proposed agreement.

Fees to Provide Minimum Guaranteed Service

The following fee structure is proposed where the agreement requires a minimum guaranteed service, ie, regular weekly car park patrols by Council staff. These fees are based on the understanding that the car park would only be patrolled once per week. If Council chooses to patrol it more often, then this would be at its own discretion and cost.

The fee would be calculated at a weekly rate per parking space. Any monies from any fines imposed for breaching time restrictions would also be payable to Council. This would be included in any agreement between Council and the interested party.

Schedule of proposed fees:

Parking Spaces	Per Parking Space / Week
Up to 50	@ \$1.00
51 - 100	@ 0.85
101 - 200	@ 0.75
201 & above	@ 0.65

The above fees are not currently included in Council's adopted fees and charges for the 2012/2013 financial year.

Conformance to Community Strategic Plan

The proposal is consistent with the Supporting Business and Local Jobs Directions statement;

- Help create thriving town centres, each with it's own character that attracts residents, visitors and businesses.

and is also consistent with strategy in the Community Strategic Plan being:

- Work with industry and education providers to promote sustainable business practices.

Financial Implications

The ability to provide flexibility for Council to provide a private car park patrol service would enable a tailored service to be provided to interested parties.

All associated expected revenue from the issuing of penalty notices would fund such additional activities on a cost recovery basis.

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RECOMMENDATION:

That:

1. The current "Parking patrols in private car parks" agreement be amended to provide flexibility in the provision of regular or intermittent patrols of private car parks as outlined in the report
2. The General Manager be authorised to enter into private car park patrol agreements as required.
3. The following proposed new fees to provide a guaranteed weekly patrol by Council's parking officers of private car parks be publicly advertised for a period of 28 days.

Parking Spaces	Per Parking Space / Week
Up to 50	@ \$1.00
51 - 100	@ 0.85
101 - 200	@ 0.75
201 & above	@ 0.65

4. Should submissions be received to the proposed fees following the public consultation a further report will be submitted to Council addressing the issues raised, prior to adoption of the fees.
5. Should there be no submissions to the proposed fees following the public consultation process, the fees be adopted without the need for a further report to Council.

ATTACHMENTS:

AT - 1 Council report to Ordinary meeting 30 June 2009

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AT - 1 Council Report to Ordinary Meeting 30 June 2009

ITEM: CP - Agreement for the Patrol of Private Car Parking Area - (95498, 96330)

REPORT:

Background

Council has been approached by a number of private businesses in Windsor, including Hawkesbury Hospital, Windsor Riverview Shopping Centre and Country Target, as to the availability of Council Parking Officers to carry out parking patrols and enforcement of signage on privately owned lands.

The reason these private property owners have requested the service to be provided is that, on a daily basis, their customer car parking spaces are being occupied all day by persons (not necessarily their employees) wanting to park within very close proximity to their place of employment.

The interested property owners have indicated that they will provide adequate car parking spaces for their own staff in a location beyond the customer car parking spaces within the boundaries of the property, and in some cases these will be restricted by lockable bollards.

Recent enquiries with the Riverview Centre have revealed that they are no longer wishing to pursue their previous requests to have their premises patrolled.

Available Parking Spaces for the Public

An audit of car parking spaces available in the central business area of Windsor, (Bridge Street to Tebbutt Street and The Terrace and Ross Street) over an area of approximately 1,300 metres x 800 metres, has identified that there are 784 "on street" spaces available for parking. Of these there are 273 time restricted spaces and 511 non restricted spaces. These figures do not include the time restricted Council owned car parks in Windsor.

Additional on street parking is also available in Moses Street adjacent to McQuade Park. These spaces are currently time restricted. During the trial period the parking situation in Windsor will be monitored and the current time restrictions can be reviewed by the Local Traffic Committee should the need arise.

Council's Authority to Patrol Private Car Parking Areas

Council is the "Regulatory Authority" responsible for the enforcement of parking restrictions within the local Hawkesbury area upon public streets and Council lands.

In accordance with Section 650 of the *Local Government Act 1993*, Council may enter into an agreement with a land owner in order to undertake parking patrols and enforcement on private premises.

A draft legal agreement has been drafted by Pike Lawyers, which can be used to formalise agreements with the interested parties. The agreement will specify the responsibilities of the landowner and the Council. In this regard the Council will manage and operate the land as a free parking area; specify barriers, signs and notices required and arrange for their installation. All costs associated with Council's involvement would be at the landowner's expense. Any fines and infringement notices issued will be processed through the NSW Infringement Processing Bureau in the same manner as all other notices and fines. The agreement will also deal with insurance cover for Council staff entering the private property.

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It is suggested that any of the agreements be for a twelve month period, with an initial three month period, in which either party can choose to cancel the agreement, if they find that the arrangements are unsatisfactory for them.

Staff Availability

Council employs two permanent parking officers and one casual parking officer as required.

The two permanent parking officers are responsible for the monitoring and enforcement of parking restrictions upon public streets and Council land within the Windsor, South Windsor, Richmond, and North Richmond areas on a daily basis. The casual parking officer is utilised to cover periods of annual leave, rostered days, along with special operations eg: school zones.

It is believed that the service can be provided without having to increase staff numbers to perform the duties as it would simply be the case of spreading their current duties out over a larger area.

Fees to Provide the Service

The proposed fee structure below has been suggested to the Hospital and Country Target representatives, who, in principle, believe that these figures would be acceptable to their executive management teams. These fees are based on the understanding (service agreement) that the car park would only be patrolled once per week. If Council chooses to patrol it more often, then this is at its own discretion.

The fee would be calculated at a weekly rate per parking space. Any monies from any fines imposed for breaching time restrictions would also be payable to Council. This would be included in any agreement between Council and the interested party.

Schedule of proposed fees:

Parking Spaces	Per Parking Space / Week
Up to 50	@ \$1.00
51 – 100	@ 0.85
101 - 200	@ 0.75
201 & above	@ 0.65

Conclusion

Uncontrolled parking within private car parks has resulted in these areas being used for all day parking by employees within the CBD which has restricted the availability of these spaces for shoppers and visitors to Windsor. The owners of some of these car parks have approached Council to assist in controlling the use of these car parks so that the customers and shoppers in the CBD have better access to parking.

There are a number of Local Government Areas, both within Sydney and in regional areas that provide this service for the community. Contact with these Councils indicates that, whilst there are initial implementation issues that need to be managed, there are medium to long term benefits to the commercial centres and shoppers by making car park spaces more available.

Conformance to Strategic Plan

The proposal is deemed to conform with the objectives set out in Council's Strategic Plan i.e:

“A prosperous community sustained by a diverse local economy that encourages innovation and enterprise to attract people to live, work and invest in the City.”

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Funding

The inclusion of fees and charges associated with an agreement to provide the services of council parking officers, along with the associated expected revenue from the issuing of penalty notices would fund such additional activities.

RECOMMENDATION:

That:

1. Council offer the service to Country Target Windsor and Hawkesbury District Hospital initially, by exercising its authority in accordance with section 650 of the *Local Government Act 1993*, to undertake parking regulation within private car parks, by way of an agreement between the interested parties and Council.
2. Fees and charges in accordance with the schedule incorporated in the body of this report be approved and included in the agreement between Council and the interested parties utilising this service.
3. The agreements with Country Target Windsor and Hawkesbury District Hospital be signed and executed under the Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 135 CP - Community Sponsorship Program - 2012/2013 - Round 1 - (95498, 96328)

REPORT:**Executive Summary**

This report has been prepared to advise Council of applications for financial assistance to be determined under Round 1 of the Community Sponsorship Program for 2012/2013. The report lists the applications received, the proposed level of financial assistance and those applications that will require the execution of Council's standard Sponsorship Agreement.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. Applications for Community Sponsorship can be received by Council at any time and are reported to Council up to four times a year. Information about the Community Sponsorship Program is placed on Council's website.

Background

On 13 March 2007 Council resolved to adopt a Sponsorship Policy, prepared in accordance with the guidelines issued by the Independent Commission Against Corruption. Criteria and administrative arrangements for the Community Sponsorship Program (CSP) were subsequently developed with implementation commencing in 2007/2008.

The CSP provides the opportunity for community groups and individuals to seek financial assistance from Council. The CSP currently provides for five categories of assistance:

- Minor Assistance (up to \$500)
- Event Sponsorship (for up to 3 years)
- Seeding Grants (for community based programs)
- Access the Community Facilities (to subsidise the cost of hire for community facilities)
- Improvements to Council Facility (reimbursement of Development Application fees for renovations or additions to Council owned buildings or facilities).

The adopted budget for 2012/2013 includes an allocation of \$66,147 for the CSP. Pursuant to Council's resolution of 29 April 2008, \$20,180 of this amount has been set aside as a contribution to the staging of the Hawkesbury City Eisteddfod.

Community Sponsorship Program (2012/2013)

In accordance with Council's Community Sponsorship Policy applications for community sponsorship under Round 1 of the Community Sponsorship Program 2012/2013 were called for in late May and closed on 29 June, 2012. 14 applications were received. In addition to these applications, a further 10 applications representing various years of approved three and five-year sponsorship events (approved in 2008/2009, 2009/2010) have been included for Council's determination.

Assessment of 2012/2013 Round 1 Applications

In total 24 applications have been presented for Council's consideration under Round 1 of the 2012/2013 CSP. Table 1 summarises the applications received and the proposed level of financial assistance.

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Applicant	Type (1)	Proposal	Recom. Amount
1. Hawkesbury City Eisteddfod Society	ES	Hawkesbury City Eisteddfod	\$20,180
2. Ferry Artists Gallery	ES	Artists workshops in conjunction with Hills Festival	\$1,000
3. Windsor Business Group	ES	Sydney Blues Festival	\$3,000
4. Cancer Council NSW	ES	Hawkesbury Relay for Life	\$1,800
5. Hawkesbury Jazz Club Inc	ES	Rory Thomas Memorial Youth in Jazz competition	\$2,000
6. Kurrajong Colo RSL Sub-branch	ES	Hire of chairs for ANZAC and Remembrance Days	\$350
7. Rotary Club of Richmond	ES	Carols by Candlelight in Richmond Park	\$900
8. Peppercorn Services Inc	ES	Hawkesbury Pregnancy, Children & Families Expo	\$3,000
9. The Kurrajong Scarecrow Festival Inc	ES	Annual Kurrajong Scarecrow Festival	\$1,800
10. St Albans Folk Festival Inc	ES	St Albans Folk Festival	\$1,800
11. Glossodia Public School	ACF	Hire of Windsor Function Centre – Presentation Night	\$335
12. Macquarie Towns Scottish Society	SG	Annual Ball at Macedonian Hall, Londonderry	\$500
13. Wilberforce School of Arts Committee	SG	Erection of roof over rear decking at hall	\$3,000
14. Colo Under 12 Girls Division 1 Soccer Team	MA	Representative Soccer	\$500
15. Lutanda Childrens Services	SG	Eco garden at Yarramundi campsite	\$1,000
16. St Matthew's Catholic Primary School	ACF	Hire of WFC – Voices of Youth Speech Competition	\$335
17. Bede Polding College	MA	Student volunteers working in Thailand and Vietnam	\$500
18. Caitlan Oehm	MA	Representative swimming	\$100
19. Colo Wilderness Area Family Picnic Day	ES	Community Family Day	\$1,800
20. Save Our Preschools	MA	Defray costs of "Save Our Preschools" campaign	\$400
21. Hawkesbury Riding Club Inc	SG	Equestrian education program	\$1,500
22. Clint Moss	MA	Representative Oztag	\$100
23. SIDS Stampede	SG	SIDS Stampede Fun Run	\$3,000
24. Hawkesbury Seniors Exercise Group	SG	Inexpensive But Nutritional Meals	\$3,000
TOTAL			\$51,900

MA = Minor Assistance ES = 3 Year Event Sponsorship SG = Program + Activity Seeding Grant ACF = Access to Community Facilities

Table 1 Requests for financial assistance Round 1 of 2012/2013 Community Sponsorship Program

The applications received were assessed against the applicable criteria outlined in the CSP. The criteria reflect the provisions of Council's adopted Sponsorship Policy and the amounts recommended for approval are consistent with the policy. A more complete summary of the assessment of applications against the CSP are appended to this report (Attachment 1).

Applications Recommended for Partial-Funding Only

Application 15 - Lutanda Children's Services (amount sought \$3,000 - amount recommended \$1,000).

The applicant wishes to establish an eco-garden at their Yarramundi Conference Centre to educate visitors in sustainable farming practices, while also supplying vegetables for on-site catering purposes, at a total estimated cost of \$50,000. The applicant is a state-wide organisation whose services receive significant funding from the NSW Department of Family and Community Services. The organisation's Yarramundi site draws fee paying clients from across the greater Sydney metropolitan area and consequently the direct benefits of the project to Hawkesbury residents would be relatively minimal. A contribution of \$1,000 would be reasonable under these circumstances.

Application 19 - Colo Wilderness Area Family Picnic Day (amount sought \$2,400 - amount recommended \$1,800).

Applicant is the recipient of previous 3 Year Event Sponsorship which ended in 2011/2012. Applicant is seeking to renew the Event Sponsorship Agreement for a further three years - the amount recommended reflects 75% of previous year's funding as per Council's resolution of 11 August 2009.

There are sufficient funds to cover the total recommended amount of \$51,900 for Round 1 of the 2012/2013 Community Sponsorship Program leaving a balance of \$14,247 for allocation in further rounds.

Conformance to Strategic Plan

The proposal is consistent with the "*Shaping our Future Together*" Direction statement:

- "Have constructive and productive partnerships with residents, community groups and institutions"

and is also consistent with the strategy in the Community Strategic Plan being:

- "Develop and implement a community partnership and participation program"

It will also contribute to the Goal within the *Shaping our Future Together* element within the Community Strategic Plan:

- "Support community initiatives and volunteers"

and assist Council to achieve the following CSP measure:

- "Level of support to community organisations"

Funding Implications

Funding allocations recommended in this report are available within current budget provisions.

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RECOMMENDATION:

That Council:

1. Approve payments of Section 356 Financial Assistance to the organisations or individuals listed, and at the level recommended in Table 1 of this report.
2. Note that the required Sponsorship Agreements for Applications 1 through 10 have been previously executed to provide for the continuation of funding for these proposals.
3. Approve the execution of Council's standard Sponsorship Agreement for the applications 13, 15, 19, 21, 23 and 24 identified in Table 1 of this report.

ATTACHMENTS:

AT - 1 Assessment of Applications under Round 1 of Community Sponsorship Program 2012/2013

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AT - 1 Assessment of Applications under Round 1 of

Community Sponsorship Program 2012/2013

Applicant	Sponsorship Type (1)	Description	Assessment Criteria								Amount requested (or previously approved for ES Sponsorship)	Amount recommended	Comments
			Local service	Not-for-profit	Not funded by State/Federal Agency	Co-contribution provided	Reflects agreed community priority	Meets sponsorship criteria	Financially sustainable	Documentation provided			
1. Hawkesbury City Elstidedford Society	ES	Staging of Hawkesbury City Elstidedford	✓	✓	✓	✓	✓	✓	✓	✓	20,180	20,180	Continuation of funding for Year 5 of approved 5 Year event sponsorship agreement
2. Ferry Artists Gallery	ES	Artists workshops in conjunction with Hills Festival	✓	✓	✓	✓	✓	✓	✓	✓	1,000	1,000	Continuation of funding for Year 3 of approved 3 Year event sponsorship agreement.
3. Windsor Business Group	ES	Sydney Blues Festival	✓	✓	✓	✓	✓	✓	✓	✓	3,000	3,000	Continuation of funding for Year 3 of approved 3 Year event sponsorship agreement.
4. Cancer Council NSW	ES	Hawkesbury Relay for Life	✓	✓	✓	✓	✓	✓	✓	✓	2,250	1,800	Continuation of funding for Year 5 of renewed 3 Year event sponsorship agreement .
5. Hawkesbury Jazz Club Inc	ES	Rory Thomas Memorial Youth in Jazz competition	✓	✓	✓	✓	✓	✓	✓	✓	2,000	2,000	Continuation of funding for Year 2 of approved 3 Year event sponsorship agreement.
6. Kurrajong Colo RSL Sub-branch	ES	Hire of chairs for ANZAC and Remembrance Days	✓	✓	✓	✓	✓	✓	✓	✓	350	350	Continuation of funding for Year 2 of approved 3 Year event sponsorship agreement.
7. Rotary Club of Richmond	ES	Carols by Candlelight in Richmond Park	✓	✓	✓	✓	✓	✓	✓	✓	1,125	900	Continuation of funding for Year 5 of renewed 3 Year event sponsorship agreement .
8. Peppercorn Services Inc	ES	Annual Hawkesbury Pregnancy, Children and Families expo	✓	✓	✓	✓	✓	✓	✓	✓	3,000	3,000	Continuation of funding for Year 2 of approved 3 Year event sponsorship agreement.
9. The Kurrajong Scarecrow Festival Inc	ES	Annual Kurrajong Scarecrow Festival	✓	✓	✓	✓	✓	✓	✓	✓	2,250	1,800	Continuation of funding for Year 5 of renewed 3 Year Event sponsorship agreement.
10. St Albans Folk Festival Inc	ES	St Albans Folk Festival	✓	✓	✓	✓	✓	✓	✓	✓	1,800	1,800	Continuation of funding for Year 5 of renewed 3 Year Event sponsorship agreement.
11. Glassodda Public School	ACF	Hire of Windsor Function centre for annual Presentation Night	✓	✓	✗	✓	✓	✓	n/a	✓	335	335	Meets requirements of Access to Community Facilities category.
12. Macquarie Towns Scottish Society	MA	Annual ball at Macedonian Hall, Londonerry	✓	✓	✓	✓	✓	✓	n/a	✓	500	500	Meets requirements of Minor Assistance category
13. Wilberforce School of Arts Committee	SG	Erection of roof over rear decking at hall	✓	✓	✓	✓	✓	✓	✓	✓	3,000	3,000	Funding to be provided subject to committee liaison with Council staff in relation to development consent.
14. Colo Under 12 Girls Division 1 Soccer Team	MA	Representative Soccer – Kanga Cup, Canberra, ACT	✓	✓	✓	✓	✓	✓	n/a	✓	500	500	Meets requirements of Minor Assistance category

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(1) MA = Minor Assistance ES = 3 Year Event Sponsorship SG = Seeding Grant ACF = Access to Community Facilities ICF= Improvement to Community Facilities

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Item: 136 CP - Proposed Public Exhibition of Draft Hawkesbury Flood Risk Management Study and Plan - (95498, 86589))

REPORT:

Executive Summary

The purpose of this report is to seek Council's resolution to publically exhibit the draft Hawkesbury Floodplain Risk Management Study and Plan (draft Study and Plan). The draft Study and Plan deals with flood risks and does not change flood levels that have been used by Council for the last ten or more years.

The draft Study and Plan has been prepared by Bewsher Consulting Pty Ltd (Bewshers) on behalf of Council's Floodplain Risk Management Advisory Committee (FRMAC).

On 23 July 2012 the FRMAC resolved, inter alia, to recommend to Council that the draft Study and Plan be placed on public exhibition.

Accordingly the draft Study and Plan is being reported to Council with a recommendation that the draft be placed on public exhibition for a period of not less than 30 days.

Consultation

The issues raised in this report concern matters which constitute a trigger for Community Engagement under Council's Community Engagement Policy. It is proposed that Council undertake the following community engagement process in compliance with Council's Policy:

- Consultation - by placing the draft Study and Plan on public exhibition for a period of at least 30 days.
- Involve - the draft Study and Plan to be further considered by Council's Floodplain Risk Management Advisory Committee after the consultation period.

It is proposed that the exact method and extent of the consultation be determined by Council staff in association with Bewshers and relevant staff from the Office of Environment and Heritage to enable the maximum opportunity for as many people to make comment on and have input into the draft documents. At this stage it is envisaged that the consultation would consist of at least:

- Notice in local newspaper.
- Draft Study and Plan being made available at Council's Main Administration Building, libraries and on Council's website.
- Summary information and Frequently Asked Questions to be prepared and placed on Council's website, customer service counter and be available at all exhibition locations.
- One weekend public display.

Other possible exhibition measures may also include a dedicated email address for submissions and contact information for relevant specialised staff to answer queries.

Background

On 13 April 2010 Council resolved to engage Bewsher Consulting Pty Ltd (Bewshers) to undertake a Floodplain Risk Management Study and Plan for the Hawkesbury River.

Over the past two years Bewshers has worked with Council's FRMAC, Council staff and representatives from various government agencies to prepare a draft Study and Plan. The draft Study and Plan has been prepared in light of, and consistent with, the provisions of the NSW Government's *Floodplain Development Manual, the management of flood liable land*, April 2005.

The draft Study and Plan has been considered by the FRMAC on a number of occasions throughout 2011 and 2012 and on 23 July 2012 the FRMAC resolved, inter alia, to recommend to Council that the draft Study and Plan be placed on public exhibition.

The draft Study and Plan is in three volumes, being:

Volume 1 – Main Report

Volume 2 – Planning Issues

Volume 3 – Flood Maps and Annotated Bibliography

A brief outline of the three volumes is provided below.

Volume 1 – Introduction to the study area and NSW Government's floodplain management process; review of existing data; explanation of flood mapping; risk to property; risk to life; options to mitigate existing flood risks; introduction to town planning issues; community consultation; draft floodplain risk management plan; frequently asked questions.

Volume 2 – Explanation of NSW flood risk management framework; explanation of *Environmental Planning and Assessment Act 1979* (the Act) flood risk management framework and guidelines; review of flood related development controls applying to the Hawkesbury; analysis of existing and projected population and development; discussion of planning issues and options; summary and conclusion; recommended amendments to Council's Local Environmental Plan (LEP) and Development Control Plan (DCP).

Note whilst Volume 2 does contain recommended amendments to Council's flood related development controls in the LEP and DCP and the exhibition of the draft Study and Plan will provide the community with an opportunity to comment on these recommendations, subsequent adoption of the draft Study and Plan will not in itself amend Council current development controls. If Council is to pursue amendments to the LEP and DCP this would require a separate process under the relevant provisions of the Act and associated Regulations, including an additional public exhibition process.

The inclusion of recommended planning control changes are a standard inclusion in the preparation of Floodplain Risk Management Studies and Plans. In this regard the recommendations provide context for the Plan; and also provide the required advice to enable Council to "Act in good faith" in relation to the flood liable land liability provisions contained in Section 733 of the Local Government Act 1993.

Volume 3 – Flood extent, flood level and flood hazard categorisation maps for various flood events from the 1 in 5 year flood up to the Probable Maximum Flood; flood risk precinct map; annotated bibliography of the broad range of reports, studies and publications that the consultants have relied upon.

The above is a very brief summary of the volumes as a full explanation of the content could not adequately be summarised in this report. However, the following points are a very brief indication of what the draft Study and Plan does and does not do.

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The draft Study and Plan **is/does not**;

- Is not a flood study. The draft Study and Plan utilises the same flood information and levels that have been used by Council and other Authorities for the past 10 or more years,
- Does Not change the design flood levels for the locality, i.e., the 1 in 100 year flood level at Windsor of 17.3m AHD and the relevant level in other localities remains the same,
- Does not, in itself, change Council's planning controls. However, it does contain recommendations that should be considered as part of a separate statutory process that involves separate public consultation,
- Does not prevent development of land that can currently be developed,

The draft Study and Plan **does**;

- Provide valuable data and mapping of flood risks in the study area that can be utilised in future development and infrastructure planning,
- Contain recommendations for improving community flood education and awareness,
- Contain recommendations for improving and enhancing emergency management
- Contain recommendations for further investigation of local mitigation projects,
- Contain recommendations for further investigation into the flood data for tributaries and very small events, such as those that occurred in early 2012,

Undertaking community consultation is the next step in the process of finalising the draft Study and Plan. It is recommended that the draft Study and Plan be exhibited for a minimum period of 30 days. After the exhibition period the submissions received will be considered by the FRMAC with, where appropriate, amendments being made to the draft Study and Plan. Following this process the Study and Plan will be reported to Council for adoption and implementation.

Conformance to Community Strategic Plan

The proposal is consistent with the Looking After People and Place Directions statement;

- Have an effective system of flood mitigation, fire and natural disaster management and community safety which protects life, property and infrastructure

and is also consistent with the nominated strategy in the Community Strategic Plan being:

- Develop disaster response and community safety plans

The proposed implementation timeframe for this matter, as specified in the CSP Milestones is 2009-2011.

Financial Implications

The project is jointly funded by Council and by the Office of Environment and Heritage under the NSW Government's Floodplain Management Program. Council's contribution to this works has been, and is currently being, provided for in the approved budget for this project.

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RECOMMENDATION:

That:

1. The draft Hawkesbury Floodplain Risk Management Study and Plan be placed on public exhibition for a minimum period of 30 days.
2. Following the exhibition period the submissions received and the proposed amendments, if required, are to be reported to Council for adoption.

ATTACHMENTS:

- AT - 1** Draft Hawkesbury Floodplain Risk Management Study and Plan - (*Distributed Under Separate Cover*)

oooO END OF REPORT Oooo

ORDINARY MEETING**Meeting Date:** 31 July 2012**SUPPORT SERVICES****Item: 137 SS Monthly Investments Report June 2012 (96332, 95496)****Previous Item:** 144, Ordinary (29 June 2010)**REPORT:****Executive Summary**

According to Clause 212 of the Local Government (General) Regulation 2005, the Responsible Accounting Officer must provide the Council with a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The report must include a certificate as to whether or not investments have been made in accordance with the Act, the Regulation and the Council's Investment Policy.

This report indicates that Council held \$39.80 million in investments at 30 June 2012.

It is recommended that this report be received and noted.

Consultation

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

Background

The following table indicates that Council held \$39.80 million in investments as at 30 June 2012. Details of the financial institutions with which the investments were made, date investments were taken out, the maturity date (where applicable), the rate of return achieved, the credit rating of the institutions both in the short term and the long term, and the percentage of the total portfolio, are provided below:

Investment Type	Institution Short Term Rating	Institution Long Term Rating	Lodgement Date	Maturity Date	Interest Rate %	Principal \$	Percentage of Portfolio	Total \$
On Call								
ANZ	A1+	AA-	30-June-12		5.00%	2,650,000	6.64%	
CBA	A1+	AA-	30-June-12		4.00%	200,000	0.50%	2,850,000
Term Investments								
ANZ	A1+	AA-	23-Mar-12	17-Oct-12	6.00%	400,000	1.01%	
ANZ	A1+	AA-	13-Jun-12	07-Nov-12	5.10%	1,000,000	2.51%	
Bankwest	A1+	AA-	11-Apr-12	25-Jul-12	5.75%	1,500,000	3.77%	
Bankwest	A1+	AA-	22-Feb-12	22-Aug-12	5.85%	1,200,000	3.02%	
Bankwest	A1+	AA-	07-Mar-12	05-Sep-12	5.85%	2,000,000	5.03%	
Bankwest	A1+	AA-	21-Mar-12	05-Sep-12	5.90%	500,000	1.26%	

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Investment Type	Institution Short Term Rating	Institution Long Term Rating	Lodgement Date	Maturity Date	Interest Rate %	Principal \$	Percentage of Portfolio	Total \$
Bankwest	A1+	AA-	13-Jun-12	26-Sep-12	5.20%	1,000,000	2.51%	
CBA	A1+	AA-	29-May-12	27-Aug-12	5.30%	500,000	1.26%	
CBA	A1+	AA-	31-May-12	27-Aug-12	5.30%	1,000,000	2.51%	
CUA	A-2	BBB	07-Mar-12	06-Feb-13	6.05%	250,000	0.63%	
NAB	A1+	AA-	22-Feb-12	22-Aug-12	5.85%	1,000,000	2.51%	
NAB	A1+	AA-	27-Jul-11	25-Jul-12	6.29%	1,000,000	2.51%	
NAB	A1+	AA-	06-Jul-11	05-Jul-12	6.25%	2,000,000	5.03%	
NAB	A1+	AA-	25-Jan-12	25-Jul-12	5.91%	2,000,000	5.03%	
NAB	A1+	AA-	25-Jan-12	25-Jul-12	5.91%	1,800,000	4.52%	
NAB	A1+	AA-	11-Apr-12	10-Oct-12	5.72%	2,000,000	5.03%	
NAB	A1+	AA-	16-May-12	20-Nov-12	5.35%	2,000,000	5.03%	
NAB	A1+	AA-	16-May-12	20-Nov-12	5.35%	1,000,000	2.51%	
NAB	A1+	AA-	06-Jun-12	05-Dec-12	5.15%	2,500,000	6.28%	
NAB	A1+	AA-	13-Jun-12	16-Jan-13	5.12%	1,000,000	2.51%	
St George	A1+	AA-	09-Feb-12	08-Aug-12	5.93%	1,000,000	2.51%	
St George	A1+	AA-	24-Feb-12	05-Sep-12	6.01%	800,000	2.01%	
St George	A1+	AA-	17-May-12	20-Nov-12	5.35%	1,000,000	2.51%	
Westpac	A1+	AA-	10-Aug-11	08-Aug-12	6.00%	2,000,000	5.03%	
Westpac	A1+	AA-	17-Aug-11	15-Aug-12	6.00%	1,000,000	2.51%	
Westpac	A1+	AA-	09-May-12	07-Nov-12	5.55%	3,000,000	7.54%	
Westpac	A1+	AA-	06-Jun-12	05-Dec-12	5.10%	1,000,000	2.51%	
Westpac	A1+	AA-	26-Apr-12	24-Oct-12	5.70%	500,000	1.26%	
Westpac	A1+	AA-	26-Apr-12	24-Oct-12	5.70%	1,000,000	2.51%	36,950,000
TOTAL INVESTMENT AS AT 30 JUNE 2012								39,800,000

Performance by Type

Category	Balance \$	Average Interest	Bench Mark	Bench Mark %	Difference to Benchmark
Cash at Call	2,850,000	4.93%	Reserve Bank Cash Reference Rate	3.50%	1.43%
Term Deposit	36,950,000	5.67%	UBS 90 Day Bank Bill Rate	3.55%	2.12%
Total	39,800,000	5.62%			

ORDINARY MEETING

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Restricted/Unrestricted Funds

Restriction Type	Amount \$
External Restrictions -S94	7,453,389
External Restrictions - Other	7,276,393
Internal Restrictions	14,630,245
Unrestricted	10,439,973
Total	39,800,000

Funds subject to external restrictions cannot be utilised for any purpose other than that specified, in line with legislative requirements. Externally restricted funds include funds relating to Section 94 Contributions, Domestic Waste Management, Stormwater Management and Grants.

Internal restrictions refer to funds allocated through a Council Resolution for specific purposes, or to meet future known expenses. Whilst it would 'technically' be possible for these funds to be utilised for other purposes, such a course of action, unless done on a temporary internal loan basis, would not be recommended, nor would it be 'good business practice'. Internally restricted funds include funds relating to Tip Remediation, Plant Replacement, Risk Management and Election.

Unrestricted funds may be used for general purposes in line with Council's adopted budget.

Investment Commentary

The investment portfolio decreased by \$0.83 million for the month of June 2012. During June, income was received totalling \$6.88 million, including rate payments amounting to \$2.38 million, while payments to suppliers and staff costs amounted to \$8.08 million.

The investment portfolio currently involves a number of term deposits and on-call accounts. Council's current investment portfolio is not subject to share market volatility.

As at 30 June 2012, Council has invested \$9.0 million with second tier financial institutions, that are wholly owned subsidiaries of major trading banks, and \$0.25 million invested with a second tier institution that is not a wholly owned subsidiary of a major Australian trading bank, with the remaining funds being invested with first tier institutions. Council's adopted Investment Policy allows Council to invest funds with second tier Authorised Deposit-taking Institutions that are wholly owned subsidiaries of major Australian trading banks, subject to conditions stipulated in the Policy. Investments in second tier financial institutions, that are not wholly owned subsidiaries of major trading banks, are limited to the amount guaranteed under the Financial Claims Scheme (FCS) for Authorised Deposit-taking Institutions (ADIs), in line with Council's Investment Policy.

The FCS protects depositors by guaranteeing deposits (up to the cap) held in ADIs incorporated in Australia, and allows quick access to deposits if an ADI becomes insolvent. A permanent guarantee cap, per account holder, per ADI, of \$250,000, has been in place since 1 February 2012.

The investment portfolio is regularly reviewed in order to maximise investment performance and minimise risk. Independent advice is sought on new investment opportunities, and Council's investment portfolio is independently reviewed by Council's investment advisor each calendar quarter.

Council's investment portfolio complies with Council's Investment Policy, adopted on 26 June 2012.

Investment Certification

I, Emma Galea (Responsible Accounting Officer), hereby certify that the investments listed in this report have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy.

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Conformance to Community Strategic Plan

The proposal is consistent with the Shaping Our Future Together Directions statement;

- Be financially sustainable to meet the current and future needs of the community based on a diversified income base, affordable and viable services

and is also consistent with (or is a nominated) strategy in the Community Strategic Plan being:

- Maintain and review a sustainable long term financial framework.

Financial Implications

The budgeted income for 2011/2012 has been achieved.

RECOMMENDATION:

The report regarding the monthly investments for June 2012 be received and noted.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 31 July 2012

Item: 138 **SS - Policy for Payment of Expenses and Provision of Facilities to Councillors - (95496)**

Previous Item: 109, Ordinary (13 September 2011),
 255, Ordinary (8 November 2011)

REPORT:

Executive Summary

Councils are required to adopt a Policy relating to the payment of expenses and the provision of facilities to Councillors by the Local Government Act 1993 (LGA). The LGA requires that the Policy be reviewed annually, and be publicly exhibited prior to the Policy being adopted.

The annual review of Council's Policy has been undertaken and the following amendments are proposed:

- Councillor training and learning, are further refined and defined
- The provision of productivity enhancing facilities by way of an iPad as well as a laptop or desktop computer
- Identification of time limits to make payments for mobile phone reimbursements to Council
- Other minor amendments for the purposes of updating

The report recommends the amended Policy be placed on public exhibition and the matter be reported back to Council at the conclusion of the exhibition period.

Consultation

The LGA requires the Policy to be placed on public exhibition for a period of at least 28 days prior to its adoption, to allow the public an opportunity to review and comment on the Policy and any proposed amendments.

Background

At the meeting of Council, held 8 November 2011, Council adopted a revised "Policy on the Payment of Expenses and Provision of Facilities to Councillors".

Section 252 of the LGA requires each council, within five months after the end of each financial year, to adopt a policy in this regard. Section 253 of the LGA also details requirements to be complied with prior to such a policy being adopted or amended and is in the following terms:

- "(1) A council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities allowing at least 28 days for the making of public submissions.*
- (2) Before adopting or amending the policy, the council must consider any submissions made within the time allowed for submission and make any appropriate changes to the draft policy or amendment.*
- (3) Despite subsection (1) and (2), a council need not give public notice of a proposed amendment to its policy for the payment of expenses or provision of facilities if the council is of the opinion that the proposed amendment is not substantial.*

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- (4) *Within 28 days after adopting a policy or making an amendment to a policy for which public notice is required to be given under this section, a council is to forward to the Director-General:*
- (a) *a copy of the policy or amendment together with details of all submissions received in accordance with subsection (1), and*
 - (b) *a statement setting out, for each submission, the council's response to the submission and the reasons for the council's response, and*
 - (c) *a copy of the notice given under subsection (1).*
- (5) *A council must comply with this section when proposing to adopt a policy each year in accordance with section 252(1) even if the council proposes to adopt a policy that is the same as its existing policy."*

A review of the Council's Policy has been undertaken and the following amendments are proposed to the Policy:

1. Council at its meeting on 8 May 2012, considered a Notice of Motion regarding the annual review of this Policy and resolved, as follows;

"That when the report is submitted to Council in relation to the annual review of Council's "Policy Regarding Payment of Expenses and Provision of Facilities to Councillors" appropriate provisions be incorporated into the draft document for Council's consideration in relation to the following matters:

- *Part 2, Clause 1 c, Councillor training and learning, to incorporate provisions to ensure appropriate local government related learning and educational activities and costs are further refined and defined.*
- *Part 3, Clause 2 c, facilities provided to Councillors, to incorporate provisions enabling Councillors to be provided with productivity enhancing facilities by way of an iPad as well as a laptop or desktop computer."*

Appropriate wording has been included in the Policy as resolved above.

2. Time limits for the Mayor and Councillors to make payments for mobile phone reimbursements to Council have been included in the Policy.
3. Other minor amendments for the purposes of updating have been included in the Policy.

A copy of the existing Policy updated to reflect the above amendments is attached to this report, as Attachment 1. All proposed amendments are underlined, and any proposed deletions have a line through them. The proposed amended Policy, as attached, is recommended for public exhibition and a report back to Council.

Conformance to Community Strategic Plan

The proposal is consistent with the Shaping Our Future Together Directions statement;

- Have transparent, accountable and respected leadership and an engaged community

and is also consistent with the strategy in the Community Strategic Plan being:

- Have ongoing engagement and communication with our community, governments and industries.

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Financial Implications

The cost of providing expenses and facilities in accordance with the Policy would be met from the 2012/2013 Adopted Budget.

The cost of advertising the Policy would be met from Component 22 of the 2012/2013 Adopted Operational Plan.

RECOMMENDATION:

That the amended Policy for Payment of Expenses and Provision of Facilities to Councillors attached as Attachment 1 to the report be placed on public exhibition for a period of at least 28 days and that the matter be reported back to Council at the conclusion of the exhibition period.

ATTACHMENTS:

AT - 1 Amended Policy for Payment of Expenses and Provision of Facilities to Councillors - (*Distributed Under Separate Cover*).

oooO END OF REPORT Oooo

Item: 139 SS - Proposal for the Establishment of a Ministerial Western Sydney Arts Committee - (81664)

REPORT:**Executive Summary**

Council has received correspondence from the General Manager of Campbelltown City Council, requesting support for a proposal to establish a Ministerial Western Sydney Arts Committee. The purpose of the Committee would be to assist the Minister for Western Sydney in matters relating to cultural infrastructure and services in the Western Sydney region.

The membership of the proposed Committee would consist of directors or managers of seven Western Sydney cultural institutions managed by local government authorities - Campbelltown, Bankstown, Blacktown, Liverpool, Hawkesbury, Penrith and Parramatta Councils.

It is recommended that Council support, in principle, the proposal to establish the Committee and that if established, the General Manager appoint an appropriate member of Council staff to be on the Committee.

Consultation

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

Background

Council received correspondence, dated 28 June 2012 from the General Manager of Campbelltown City Council requesting support for a proposal to establish a Ministerial Western Sydney Arts Committee. The correspondence includes a cover letter, and a Brief that includes the scope, background, objectives, membership and outcomes of the proposed Committee. A copy of the correspondence from Campbelltown City Council is attached as Attachment 1 to this report.

As noted in the Brief, the purpose of the Ministerial Committee would be to "assist the Minister for Western Sydney in matters that relate to hard and soft cultural infrastructure within Western Sydney. It would provide information that can be used to form partnerships across other Ministerial portfolios to increase the profile and capacity of Western Sydney cultural organisations run by Local Government."

Also noted in the Brief:

- Western Sydney is one of the fastest growing regions in the State. With a population of close to 1.9 million and within the next twenty years, Western Sydney will accommodate over half the population of NSW with a growth of approximately 600,000 people.
- Arts NSW has removed the Western Sydney Arts Strategy category from the funding pool, in place of new generic categories which create uncertainty around Western Sydney cultural investment and its priority for the future.
- The LGSA's submission to the recent NSW Cultural Grants Review, noted that "it is vital that initial cultural investments are followed up with regular State Government funding support for recurrent operational and programming costs."

Council's significant investment in the field of arts and cultural development with the building and resourcing of the Hawkesbury Regional Gallery and Regional Museum is indicated as the reason why Hawkesbury City Council have been approached to support the proposal to establish a Ministerial Western Sydney Arts Committee.

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The Committee “would lobby and provide advice on the importance of placing culture and creativity into the objectives and operations across all State Government departments which would lead to the sustainability of cultural production in Western Sydney.”

It is therefore recommended that Council support, in principle, the proposal to establish the Committee and that should the Committee be established, the General Manager appoint an appropriate member of Council staff to participate as a Committee member in order to represent the cultural interests of the City of Hawkesbury.

Conformance to Community Strategic Plan

The proposal is consistent with the Shaping Our Future Together Directions statement;

- Be financially sustainable to meet the current and future needs of the community based on a diversified income base, affordable and viable services.

and is also consistent with the following strategy in the Community Strategic Plan being:

- Work with other levels of government to ensure an equitable share of taxes.

Financial Implications

There are no foreseeable financial implications as a result of this report other than staff time required to be involved with the Committee.

RECOMMENDATION:

That:

1. Council support, in principle, the proposal to establish a Ministerial Western Sydney Arts Committee.
2. If the Committee is established, the General Manager appoint an appropriate member of Council staff to participate as a Committee member.

ATTACHMENTS:

AT - 1 Letter dated 28 June 2012 from the General Manager of Campbelltown City Council.

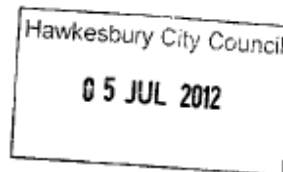
ORDINARY MEETING

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AT - 1 Letter dated 28 June 2012 from the General Manager of Campbelltown City Council.



28 June 2012



Mr Peter Jackson
General Manager
Hawkesbury City Council
PO Box 146
WINDSOR NSW 2756

Dear Mr Jackson

Proposal for the establishment of a Ministerial Western Sydney Arts Committee

I have been advised that preliminary discussions have been held between yourself and the Director of Hawkesbury Regional Gallery, Kathleen von Witt regarding the establishment of a Ministerial Western Sydney Arts Committee.

The purpose of the Committee would be to assist the Minister for Western Sydney in matters relating to cultural infrastructure and provide a dynamic platform for major cultural institutions. This in turn would contribute towards the growth and development of cultural production across Western Sydney, and strengthen its position as an integral part of Local Government priorities.

Given Western Sydney is one of the fastest growing regions in New South Wales, ongoing support by Government is fundamental in ensuring equitable attention is given across cultural services in this region. Therefore the establishment of such a Committee would also prove beneficial to the Western Sydney region, in terms of innovation and imaginative use of information and communication technologies.

The membership of the proposed committee would consist of Directors or Managers of seven major Western Sydney cultural institutions managed by the Local Government authorities - Campbelltown, Bankstown, Blacktown, Liverpool, Hawkesbury, Penrith and Parramatta Councils. The formation of such a group would assist in the dialogue process across State Government departments relating to the integration of arts and culture in education, planning and transport.

Given Hawkesbury City Council has significantly invested in the field of Arts and Cultural development, its support of the proposed Ministerial Committee would create a strong incentive towards its establishment.

Office of the General Manager

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Telephone 02 4645 4659 Facsimile 02 4626 8698 TTY 02 4645 4615
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ORDINARY MEETING

Meeting Date: 31 July 2012

Campbelltown Council would like to progress this proposal and requests your support. I would appreciate your response to Council's request as a letter will then be forwarded to the Minister for Western Sydney on behalf of the Councils advocating for the establishment of a Ministerial Committee in relation to cultural infrastructure across Western Sydney.

Attached is a brief committee outline for your information. If you wish to discuss this matter further, please contact me on 4645 4659.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Paul Tosi', with a stylized flourish at the end.

Paul Tosi
General Manager

Attach.

Proposal for the establishment of the Ministerial Western Sydney Arts Committee

Scope

To establish a Ministerial committee that can assist the Minister for Western Sydney in matters that relate to hard and soft cultural infrastructure within Western Sydney. It would provide information that can be used to form partnerships across other Ministerial portfolios to increase the profile and capacity of Western Sydney cultural organisations run by Local Government.

Background

As identified in WSROC's first response to the NSW Cultural Grants Review, funding for the cultural sector in Western Sydney has not been adequate to address the backlog of unmet needs in facilities and programs. This problem is exacerbated by the fact that Western Sydney is one of the fastest growing regions in the State. With a population of close to 1.9 million and within the next twenty years, Western Sydney will accommodate over half the population of NSW with a growth of approximately 600,000 people. Continuing attention is needed to ensure that services are equitably distributed and that access to arts and cultural activity for Western Sydney's communities continues to improve and does not fall further behind.

The New South Wales Government through Arts NSW has funded the Western Sydney Arts Strategy as a multi-disciplinary place-based approach to capacity building, continues to be central to addressing the legacy of under-development and managing the rapidity of new urban development in Western Sydney, while continuing to nurture and celebrate Western Sydney's distinctive arts and cultural activity. The Strategy has made a significant impact in the region, while it has gone some way towards redressing the imbalance of funding in the Sydney metropolitan area and has also been effective in fast tracking the development of arts and culture in Western Sydney. Arts NSW has removed the Western Sydney Arts Strategy category from the funding pool, in place of new generic categories which creates uncertainty around Western Sydney cultural investment and its priority for the future.

Deficiencies

The LGSA's submission to the recent NSW Cultural Grants Review importantly acknowledged:
"Across NSW State arts investments in Local Government produce cultural development results far in excess of the State Government contributions. Inside councils, competing priorities for expenditure necessitate ongoing State incentives for cultural development. Arts NSW total annual funding figures to Local Government are particularly low, especially when compared to total NSW council's expenditure on culture."

"Despite this positive effort, Local Government's finances cannot be taken for granted. With many NSW Local Governments facing financial challenges, as found by the Independent Inquiry into the Financial Sustainability of NSW Local Government, it is vital that initial cultural investments are followed up with regular State Government funding support for recurrent operational and programming costs."

The Western Sydney Arts Strategy has supported Local Government to deliver their capital and cultural programs and to employ curators, cultural development officers, education officers and directors. Since 2001, over \$10 million has been provided through the Western Sydney Arts Strategy to arts and cultural programs, artists and staff. However, staff levels in Western Sydney's cultural institutions are comparatively low compared to the more sustainability resourced Sydney CBD arts organisations. Many Western Sydney arts organisations lack the financial capacity either to employ enough staff with particular artform expertise to develop programs and product to meet organisational aims and community expectations or to employ administrative staff to undertake necessary support duties. This has promoted a short-term project culture with limited resources for longer term strategic planning, full program development, research and audience development. Further State Government lobbying is needed to position Western Sydney cultural production as a key priority area.

In a growing number of Australian cities percent for public art has become standard practice for allocating a percentage of the total cost of a project to public art and placemaking works associated with that project or site. The Western Australian, Tasmanian, and Queensland Governments all have legislated percent for public art programs. Percent for art allocates a nominated percentage (commonly up to 2%) of the total cost of a capital works project or development to integrate public art works. Western Sydney and indeed the whole state could potential benefit from such an approach to increase awareness and integrate cultural and placemaking activities into urban design and planning policies.

Research undertaken by the University of Western Sydney's Urban Frontiers Program a *New Vision for Western Sydney – Options for 21st Century Governance*, April 2002 stressed the following: "Decades of under-investment of policy and fiscal resources in Western Sydney by successive State and Federal Governments have left many of the region's cultural, social and environmental needs unmet. The legacy of this 'undernourished' development includes mounting social and environmental problems, including hardening pockets of poverty and social exclusion, a dwindling and fraying public sphere and ever-increasing ecological stress".

Description of the Major Cultural Infrastructural

Western Sydney has 7 major cultural institutions managed by Local Government to produce creative and cultural content,

- **Bankstown Arts Centre** - rehearsal studios, workshops and gallery
- **Blacktown Arts Centre** - converted former church in a multi-purpose art space, including theatre and galleries
- **Campbelltown Arts Centre** - 180-seat theatre, rehearsal studios, workshops, café and major gallery
- **Casula Powerhouse** - galleries, two new floors, a 328-seat theatre, and café
- **Hawkesbury Regional Museum** - museum and gallery
- **Joan Sutherland Performing Arts Centre and Penrith Regional Gallery & the Lewer's Bequest** - now has a new 380-seat theatre, 23 music studios, two recital rooms, two orchestral rooms and licensed bar, gallery, café, research library and archive
- **Riverside Theatres** - 3 theatres with seating for 100, 220 and 761 people with licensed bar.

Objectives of the Ministerial Western Sydney Arts Committee

The main objectives of the Ministerial Western Sydney Arts Committee are to:

- Provide advice on a holistic networked, and a layered united Local Government approach to future infrastructure development particularly in regard to the provision of future cultural facilities and programs at a state Government level
- Recognise the importance and the need to strengthen new and existing cultural assets/infrastructure as major attractors for social and economic prosperity for Western Sydney
- Advocate and provide information on how the arts play a vital role in 'good city making' in Western Sydney
- Become a leadership group that can assist in the dialogue across State Government departments relating to the integration of arts and culture into education, planning and transport
- Support the work of artists and creative industries in innovation and the imaginative uses of information and communication technologies across Western Sydney
- Link arts, creativity and cultural development in Western Sydney to the broader urban design and planning policies within State departments
- Resource and information share across the region

ORDINARY MEETING

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- Recognise the importance of cultural production within Western Sydney and position it as an integral part of Local Government priorities.

Ministerial Western Sydney Arts Committee Membership

Minister for Western Sydney (Chairperson)

Minister of the Arts

Arts NSW - Director-General

Minister for Local Government - Senior Advisor

Representatives from each of the 7 major Western Sydney Local Government funded Cultural Organisation

Outcomes

Art and cultural activities can enrich our understanding of place, create a distinct local feel, build community spirit and grow economic opportunities. The New South Wales State Government needs to work more effectively to support Local Government cultural institutions to achieve this outcome. The Ministerial Western Sydney Arts Committee would work to bridge the divide between Local Government cultural institutions and State Government departments and policies. It would lobby and provide advice on the importance of placing culture and creativity into the objectives and operations across all State Government departments which would lead to the sustainability of cultural production in Western Sydney.

The Ministerial Western Sydney Arts Committee would provide growth to cultural capacity in Western Sydney in light of the removal of the Western Sydney Arts Strategy from Arts NSW's priorities and extend the range and scope of cultural services, and facilities to the local community and beyond.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 31 July 2012

CONFIDENTIAL REPORTS

Item: 140 CP - Tender No. 00912- Upper Hawkesbury River Estuary Study and Management Plan - (95495, 95498, 124414, 121837) **CONFIDENTIAL**

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 tenders for the supply of goods and/or services to Council and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

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

ORDINARY MEETING

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Item: 141 IS - Tender No. 00913 - Windsor Foreshore Landscape Works, Windsor - (95495.79354) **CONFIDENTIAL**

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 tenders for the supply of goods and/or services to Council and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

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

ordinary

section 5

reports
of committees

ORDINARY MEETING
Reports of Committees

ORDINARY MEETING
Reports of Committees

SECTION 5 - Reports of Committees

ROC - Waste Management Advisory Committee Minutes - 4 July 2012 - (95498, 95249)

The meeting commenced at 4.05pm in Council Chambers

Present:	Councillor Bob Porter Councillor Christine Paine Councillor Jill Reardon Councillor Leigh Williams Mr William Sneddon Mr Geoff Bessell Professor Basant Maheshwari	Chairperson Deputy Chairperson Hawkesbury City Council Hawkesbury City Council Community Member Community Member University of Western Sydney
Apologies:	Mr Matthew Collins	Hawkesbury City Council
In Attendance:	Mr Matthew Owens Mr Jeff Organ Mr Ramiz Younan Ms Dianne Tierney Ms Amanda Monaco Ms Robyn Kozjak - Minute Taker	Hawkesbury City Council Hawkesbury City Council Hawkesbury City Council Hawkesbury City Council Hawkesbury City Council Hawkesbury City Council

REPORT:

RESOLVED on the motion of Councillor Reardon and seconded by Mr Bill Sneddon that the apology be accepted.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Councillor Reardon and seconded by Mr Bill Sneddon that the Minutes of the Waste Management Advisory Committee held on 18 April 2012, be confirmed.

SECTION 4 - Reports for Information

Item 1: Progress Report - Waste Education Officer - Education Update

DISCUSSION:

- Ms Monaco gave a verbal report on recent waste education events.

ORDINARY MEETING
Reports of Committees

In response to Councillor Paine's enquiry regarding the Waste Education Officer's position, Mr Owens responded the position was funded through the Waste and Sustainability Improvement Program which runs until 2015, after which time the situation would be revised.

RECOMMENDATION TO COMMITTEE:

That the information be received.

MOTION:

RESOLVED on the motion of Councillor Reardon, seconded by Mr Bill Sneddon

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the information be received.

4.12pm - Councillor Williams arrived at the meeting

Item 2: Carbon Price Impacts and Mitigation Options

DISCUSSION:

- Mr Organ reported it was crucial over the next 12 months to investigate avenues to attain a landfill that has low methane emissions and efficient capture costs (eg which generates electricity and/or gains CFI credits), and in the longer term, to prevent potentially significant financial losses, Alternative Waste Treatment Systems be investigated to ensure the 25,000 tonne emissions threshold was not breached.

RECOMMENDATION TO COMMITTEE:

That the information be received.

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the information be received.

Item 3: Drop Off Facility - South Windsor Waste Management Facility

DISCUSSION:

- Mr Younan distributed copies of the revised plan for the proposed Drop off Facility.

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- Query was raised regarding the disposal of e-waste and Mr Organ reported the National Television and Computer Product Stewardship Scheme (a government scheme for the collection and recycling of end-of-life TV'S, computers and computer peripherals) commenced on 1 July and was being progressively rolled out. Mr Organ advised under the Scheme householders and businesses would be able to drop-off these items for free at designated access points. Mr Younan added it would be beneficial if Council was nominated as a site for that program, and advised he would investigate further.
- The Chair indicated he was pleased the development of the Drop off Facility was imminent.

RECOMMENDATION TO COMMITTEE:

That the proposal for the improved Drop off Facility at the South Windsor Waste Management Facility be noted.

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the proposal for the improved Drop off Facility at the South Windsor Waste Management Facility be noted.

Item 4: University of Western Sydney Lands and the South Windsor Waste Management Facility

DISCUSSION:

- Mr Organ reported on a meeting in May between staff and the UWS wherein a range of options were discussed for potential future plans for UWS lands currently leased by Council. Mr Organ advised the UWS had not yet provided a valuation from the Valuer General, however, reported it was envisaged such advice would be available in approximately 3 months' time.
- The Chair expressed disappointment at the progress of the matter. Mr Organ responded Council had received its own valuation, however, statutory requirements dictated that a valuation from the VG's office was required.

RECOMMENDATION TO COMMITTEE:

That the information be received.

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

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COMMITTEE RECOMMENDATION:

That the information be received.

SECTION 5 - General Business

- Councillor Paine made enquiry as to the status of the tenders for green waste. Mr Owens responded the various options in the Council resolution (from 29 June), were being investigated and in due course consultants would be asked to prepare tender documents.

The meeting closed at 5.07pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
Reports of Committees

ROC - Local Traffic Committee - 9 July 2012 - (80245)

Minutes of the Meeting of the Local Traffic Committee held in the Large Committee Room, Windsor, on Monday, 9 July 2012 commencing at 3:00pm.

ATTENDANCE

Present:	Councillor Kim Ford (Chairman) Mr Ray Williams, MP (Hawkesbury) Snr Constable Brad Phillips, NSW Police Force
Apologies:	Mr Richard McHenry, Roads and Maritime Services Mr Bart Bassett, MP (Londonderry) Mr Kevin Conolly, MP (Riverstone) Mr Peter Ramshaw, NSW Taxi Council Mr Jodie Edmunds, Westbus Mr Carlos DeSousa, Hawkesbury Valley Bus Service
In Attendance:	Mr C Amit, Manager, Design & Mapping Services Ms J Wong, Community Safety Coordinator

The Chairman tendered an apology on behalf of Mr Kevin Conolly, MP, (Riverstone), advising that Mr Kevin Conolly, MP, (Riverstone), concurred with recommendations as contained in the formal agenda and had granted proxy to himself to cast vote(s) on his behalf.

SECTION 1 - Minutes

Item 1.1 Confirmation of Minutes

The Committee resolved on the motion of Snr Constable Brad Phillips, seconded by Mr Richard McHenry, that the minutes from the previous meeting held on 18 June 2012 be confirmed.

Item 1.2 Business Arising

There was no business arising from the previous minutes

SECTION 2 - Reports for Determination

Item 2.1 LTC - 9 July 2012 - Item 2.1 - 2012 Kurrajong Scarecrow Festival (Londonderry) - (80245, 101906, 83338)

REPORT:

Introduction

An application has been received from Road & Rail Data on behalf of Kurrajong Scarecrow Festival Incorporated seeking approval (in traffic management terms) to conduct the 16th Annual Kurrajong Scarecrow Festival on Sunday, 28 October 2012.

The event organiser has advised:

- The event covers a 1 day period only, between the hours of 6.00am to 5.00pm.
- The set up and pack down times are between 5.45am and 5.15pm.
- The event is a regular feature of the local community calendar and has been successfully run without incident for many years.
- This is a local community fund raising event which involves local community organisations and youth groups on different levels.
- Approximately 2000 spectators are expected to attend.
- The number of participants is expected to be approximately 30 to 50.
- The full day festival requires the closure of a section of Old Bells Line of Road within the Kurrajong township.
- The safety of the event will be improved with the removal of through traffic to a 100 metre long section of Old Bells Line of Road, between the Grose Vale Road intersection and the driveway to the Kurrajong Antique Centre,
- The section of Old Bells Line of Road closed to through traffic will provide a level area for stallholders, and the public to walk through, as the local park (Memorial Park) is unsuitable for this purpose due to its varying levels and sloping banks,
- Given that locals and tourists use Old Bells Line of Road to enter and leave the Kurrajong township on the western side of the township, a detour is proposed to direct traffic to alternative entry points,
- The remainder of the town centre is also expected to be involved with bunting and individual shop promotions during the day.
- Application to utilise Memorial Park has been made under separate cover to Council's Parks and Recreation Section.
- Road Closure Details:

ORDINARY MEETING
Reports of Committees

- Date: Sunday, 28 October 2012
- Time: 6.00am - 5.00pm
- Road Closure: Old Bells Line of Road, 100m long road section between the Grose Vale Road intersection and the driveway to the Kurrajong Antique Centre (101 Old Bells Line of Road);
- The diversion route for traffic is:

Travelling East to West: Bells Line of Road to the western leg of Old Bells Line of Road, via the eastern leg of Old Bells Line of Road;

- Turn Right at Kurrajong Road, and then proceed to Old Bells Line of Road (western leg),
- Turn Left or Right at Old Bells Line of Road (western leg)

Travelling West to East: Bells Line of Road to the eastern leg of Old Bells Line of Road, via the western leg of Old Bells Line of Road;

- Turn Left at Kurrajong Road, and then proceed to Old Bells Line of Road (eastern leg),
 - Turn Left or Right at Old Bells Line of Road (eastern leg),
 - Alternatively Woodburn Road can be utilised.
- Where traffic is coming into the township via the eastern leg of Old Bells Line of Road and wish to turn right at the intersection of Old Bells Line of Road and Grose Vale Road to exit the town (and have missed the detours in place), drivers can make a 'u' turn at the Kurrajong Public School bus bay to return back down the road to utilise the detours set up.
 - The regulatory speed limit on Old Bells Line of Road in the vicinity of this event is 50kph with the approaching eastern leg of Old Bells line of Road and Grose Vale Road having a speed limit of 40kph.
 - At intersections, traffic will be prevented from entering the closed areas by traffic barriers manned by traffic wardens.
 - Approximately 15 car parking spaces will be lost during the road closure of Old Bells Line of Road. Parking for stall holders and visitors will be available at McMahons Park located in McMahons Park Road. A mini bus will service the area through the day. Alternatively street parking is available in this vicinity.

Refer to Attachment 1: 2012 Kurrajong Scarecrow Festival - Road Closure/Detour Plan, Old Bells Line of Road, Kurrajong:

Discussion

It would be appropriate to classify the event as a "Class 2" special event under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads and Maritime Services - RMS (formerly RTA) as the event may impact minor traffic and transport systems due to the proposed road closure and there is a low scale disruption to the non-event community.

The Transport Management Plan (TMP) and the associated Traffic Control Plan (TCP) is to be submitted to the Roads and Maritime Services - RMS (formerly RTA) for authorisation due to the proposed road closure.

The event organiser has submitted the following items in relation to the event: Attachment 2 (ECM Document Nos: 4052871, 4053600 & 4066370):

ORDINARY MEETING
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1. Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
2. Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
3. Special Event Transport Management Plan Template – RTA (Roads and Maritime Services - RMS),
4. Road Closure/Detour Plan,
5. Copy of the correspondence to be forwarded to the Residents and Businesses.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Snr Constable Brad Phillips, seconded by Councillor Kim Ford.

That:

1. The 2012 Kurrajong Scarecrow Festival event planned for Sunday, 28 October 2012 be classified as a “**Class 2**” special event, in terms of traffic management, under the “Traffic and Transport Management for Special Events” guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).
2. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
3. It is strongly recommended that the event organiser becomes familiar with the contents of the Roads and Maritime Services - RMS (formerly RTA) publication “Guide to Traffic and Transport Management for Special Events” (Version 3.4) and the Hawkesbury City Council special event information package that explains the responsibilities of the event organiser in detail.
4. It is strongly recommended that the event organiser visits Council's web site, <http://www.hawkesbury.nsw.gov.au/news-and-events/organising-an-event>, and refers to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they are familiar with the contents and requirements of this information. The approval conditions listed below relate only to matters relating to the traffic management of the event.
5. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted, the following road closure and traffic control measures;
 - Road Closure: Old Bells Line of Road, 100m long road section between the Grose Vale Road intersection and the driveway to the Kurrajong Antique Centre at 101 Old Bells Line of Road, Kurrajong, on Sunday 28 October 2012 from 6.00am to 5.00pm.
 - No other road closures are permitted.

and the following conditions;

Prior to the event:

- 5a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian

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- management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally council has an events template which can be provided to assist in identifying and controlling risks);
- 5b. the event organiser is to assess the risk and address the suitability of the entire site as part of the risk assessment considering the possible risks for all. This assessment should be carried out by visual inspection of the site by the event organiser prior to preparing the TMP and prior to the event;
 - 5c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; **a copy of the Police Force approval to be submitted to Council;**
 - 5d. the event organiser is to obtain approval from the **Roads and Maritime Services - RMS (formerly RTA)** as a road closure is proposed for Old Bells Line of Road, Kurrajong, as outlined in the body of the report; **a copy of the RTA approval to be submitted to Council;**
 - 5e. the event organiser **is to submit a Transport Management Plan (TMP) for the entire event incorporating a Traffic Control Plan (TCP) to Council and the Roads and Maritime Services - RMS (formerly RTA)** for acknowledgement. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements of the relevant Work Cover legislation;
 - 5f. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than **\$10,000,000 noting Council and the Roads and Maritime Services - RMS (formerly RTA) as interested parties on the Policy** and that Policy is to cover **both on-road and off-road activities;**
 - 5g. the event organiser is to obtain written approval from Council's Parks and Recreation Section for the use of Memorial Park;
 - 5h. the event organiser is to advertise the event in the local press stating the entire extent of the event, - including the proposed traffic control measures, road closure and detour routes - and the traffic impact/delays expected, due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);
 - 5i. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
 - 5j. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event - including the proposed traffic control measures, road closures and detour routes - and the traffic impact/delays expected, due to the event for at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
 - 5k. the event organiser is to directly notify all the residences and businesses which may be affected by the event - including the proposed traffic control measures, road closures and detour routes - and the traffic impact/delays expected, due to the event for at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, (and as a minimum to the full extent of the proposed road closures), with that letter advising full details of the event; **a copy of the correspondence has been submitted to Council;**
 - 5l. the event organiser is to **submit the completed " Traffic and Transport Management for Special Events – Final Approval Application Form (Form C)" to Council;**

During the event:

- 5m. access is to be maintained for businesses, residents and their visitors;
- 5n. a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;
- 5o. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 5p. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the detour route (including the road closure points), during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 5q. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 5r. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity.

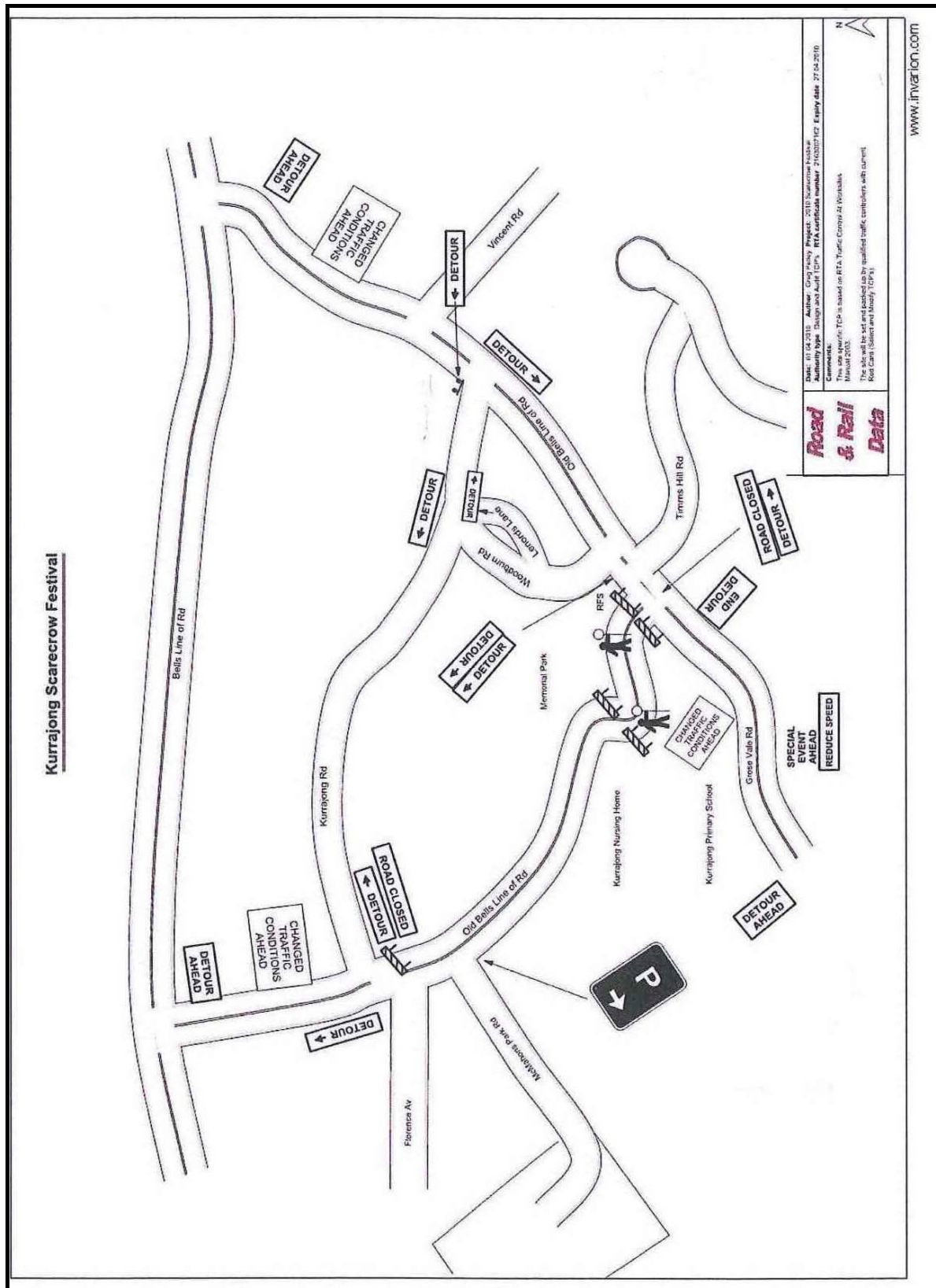
APPENDICES:

- AT - 1** 2012 Kurrajong Scarecrow Festival - Road Closure/Detour Plan, Old Bells Line of Road, Kurrajong.
- AT - 2** Special Event Application - (ECM Document Nos: 4052871, 4053600 & 4066370) - *see attached.*

ORDINARY MEETING

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AT 1 - 2012 Kurrajong Scarecrow Festival - Road Closure/Detour Plan, Old Bells Line of Road, Kurrajong.



Item 2.2 LTC - 9 July 2012 - Item 2.2 - The Windsor Spectacular 2012 - Upper Hawkesbury Power Boat Club - (Hawkesbury, Londonderry & Riverstone) - (80245, 73829)

REPORT:

Introduction

An application has been received from the Upper Hawkesbury Power Boat Club (UHPBC) seeking approval (in traffic management terms) to conduct the Windsor Spectacular 2012 on Saturday, 15 and Sunday, 16 September 2012.

The event organiser has advised;

- This is an annual event which has been held for over 10 years.
- The event is a circuit power boat race (oval shape) on the Hawkesbury River, adjacent to Governor Phillip Reserve with various categories of boats.
- The circuit is generally along the straight section of the River between the Windsor Bridge and South Creek.
- Event Schedule:

Saturday, 15 September 2012:

- Test and Tune at Governor Phillip Reserve, Windsor
- Start and Finish times: 09.00am - 5:00pm.
- Set Up and Pack Down times: 7.00 am - 6:00pm

Sunday, 16 September 2012:

- Circuit power boat race (oval shape) on the Hawkesbury River, adjacent to Governor Phillip Reserve.
- Start and Finish times: 9.00am - 5:00pm.
- Set Up and Pack Down Times: 7.00am - 6:00pm.
- The number of competitors expected is approximately 120 for the event.
- There will be 6 boats per group competing, per race, in various categories, with up to 20 groups competing.
- Expecting approximately 4000 spectators for the event
- Parking will be at Governor Phillip Reserve with additional parking available off street utilising vacant land adjacent to Governor Phillip Reserve. Parking is available for approximately 4000 vehicles
- The effect on traffic is not expected to be significant

Affected Streets are:

- George Street, Windsor: between Bridge Street and Palmer Street
 - Arndell Street, Windsor: the full length
 - Palmer Street, Windsor: the full length
 - North Street/Court Street, Windsor: the full length
- It is expected that the event will impact only marginally on traffic using Windsor Road, Bridge Street, Macquarie Street and Wilberforce Road compared to the normal traffic during weekends.
 - As no road closures will be in place, there will be little effect on traditional afternoon peak hour southeast bound traffic on Windsor Road.

Refer to Attachment 1: Windsor Spectacular 2012 – Race Course Plan.

Discussion

The event will be held along the Hawkesbury River and within the Governor Phillip Reserve. The event and the spectators travelling to the event may impact heavily on the state road network on Windsor Road, Macquarie Street, Wilberforce Road, Bridge Street and local roads such as George Street and Court Street. It would be appropriate to classify the event as a “**Class 2**” special event under the “Traffic and Transport Management for Special Events” guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).

The event organiser has submitted the following items in relation to the event: Attachment 2 (ECM Document No: 4090051):

1. Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
2. Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
3. Special Event Transport Management Plan Template – RTA (Roads and Maritime Services - RMS),
4. Race Course Plan,
5. Copy of the application to the NSW Police Force,
6. Copies of correspondence forwarded to the NSW Police Force, NSW Ambulance Service, Windsor Fire Brigade, Richmond Fire Brigade (Fire & Rescue NSW) and SES.

Council resolved to grant the exclusive use of Governor Phillip Reserve for the event at its meeting on 26 June 2012.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Ray Williams, MP, seconded by Mr Richard McHenery.

That:

1. The Windsor Spectacular 2012 – Upper Hawkesbury Power Boat Club - event planned for Saturday, 15 and Sunday, 16 September 2012, be classified as a “**Class 2**” special event, in terms of traffic management, under the “Traffic and Transport Management for Special Events” guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).
2. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
3. It is strongly recommended that the event organiser becomes familiar with the contents of the Roads and Maritime Services - RMS (formerly RTA) publication “Guide to Traffic and Transport Management for Special Events” (Version 3.4) and the Hawkesbury City Council special event information package that explains the responsibilities of the event organiser in detail.

4. It is strongly recommended that the event organiser visits Council's web site, <http://www.hawkesbury.nsw.gov.au/news-and-events/organising-an-event>, and refers to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they are familiar with the contents and requirements of this information. The approval conditions listed below relate only to matters relating to the traffic management of the event.
5. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 5a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally council has an events template which can be provided to assist in identifying and controlling risks);
- 5b. the event organiser is to assess the risk and address the suitability of the entire route / site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route / site by the event organiser prior to preparing the TMP and prior to the event;
- 5c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; **a copy of the Police Force approval to be submitted to Council;**
- 5d. the event organiser **is to submit a Transport Management Plan (TMP) for the entire route/event incorporating a Traffic Control Plan (TCP) to Council and the Roads and Maritime Services - RMS (formerly RTA)** for acknowledgement. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements of the relevant Work Cover legislation;
- 5e. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than **\$10,000,000 noting Council and the Roads and Maritime Services - RMS (formerly RTA) as interested parties on the Policy** and that Policy is to cover **both on-road and off-road activities;**
- 5f. the event organiser is to obtain the relevant approval to conduct the event along the Hawkesbury River from the Roads and Maritime Services - RMS (formerly NSW Maritime); **a copy of this approval to be submitted to Council;**
- 5g. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; **a copy of this approval to be submitted to Council;**
- 5h. the event organiser is to advertise the event in the local press stating the entire extent of the event, and the traffic impact/delays expected, due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the

- advertising medium);
- 5i. the event organiser is to notify the details of the event to the NSW Rural Fire Service at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
 - 5j. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, and the traffic impact/delays expected, due to the event for at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
 - 5k. the event organiser is to directly notify all the residences and businesses which may be affected by the event, and the traffic impact/delays expected, due to the event for at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council;**
 - 5l. the event organiser is to **submit** the completed " Traffic and Transport Management for Special Events – **Final Approval Application Form (Form C)**" **to Council;**

During the event:

- 5m. access is to be maintained for businesses, residents and their visitors;
- 5n. a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;
- 5o. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 5p. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 5q. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 5r. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity.

APPENDICES:

- AT - 1** Windsor Spectacular 2012 – Race Course Plan
- AT - 2** Special Event Application - (ECM Document No. 4090051) - *see attached*

Item 2.3 LTC - 9 July 2012 - Item 2.3 - Officer Training Unit Association, Church Parade 2013 - (Riverstone) - (80245, 116328)

REPORT:

Introduction

An application has been received seeking approval (in traffic management terms) to conduct the Officer Training Unit Association Church Parade 2013 along The Terrace and Moses Street, Windsor, on Sunday, 28 April 2013.

The event organiser has advised:

- The event has been previously held between 1965 to 1973, 1993 and 2003.
- The Church Parade Event is a Street March and Church Service to celebrate the 40th Anniversary of the closure of the Officer Training Unit at Scheyville.
- The Parade will be undertaken along The Terrace and Moses Street, commencing at Elizabeth Street and The Terrace and ending at St Matthews Anglican Church located in Moses Street near Greenway Crescent.
- The Parade will over a distance of approximately 500 metres.
- The Parade is expected to commence at 9.15am and end at 9.50am.
- The number of Participants is expected to be approximately 200 to 300 which will form one single marching unit.
- There will be rolling road closures with traffic control provided by the NSW Police Force.
- The event will be under the Full Control of the NSW Police Force.
- The Commander, Traffic & Highway Patrol Command, NSW Police has agreed to supply sufficient Police resources to control traffic for the event.
- To ensure the changed traffic conditions remain safe for attendees and local residents, NSW Police will manage through traffic at each of the intersections along the Event route.
- Due to the Event being under the Full Control of the NSW Police force, the event should be considered as a Class 4.
- All public roads covered by this Event are minor public roads, which carry minor traffic flow on a Sunday morning.

Traffic disruptions will be advertised in the Hawkesbury Gazette newspaper.

Discussion

It would be appropriate to classify the event as a "Class 4" special event under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads and Maritime Services - RMS (formerly RTA) as the event will be under the Full Control of the NSW Police Force. The Guidelines stipulate that only Police consent is required for a "Class 4" event, with RMS or Council consent not required. In addition, advertising the event's traffic aspects to the community is not required. It is noted that there may be some impact on minor traffic and transport systems as well as low scale disruption to the non-event community.

ORDINARY MEETING
Reports of Committees

The event organiser has submitted the following items in relation to the event: Attachment 2 (ECM Document No: 4037919):

1. Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
2. Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
3. Special Event Transport Management Plan Template – RTA (Roads and Maritime Services - RMS),
4. Event Safety Risk Assessment and Control Plan,
5. Event Route Map,
6. Copy of the correspondence from the NSW Police Force indicating endorsement and support of the event.
7. Copies of correspondence forwarded to the NSW Ambulance Service and Fire and Rescue NSW.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Snr Constable Brad Phillips, seconded by Mr Richard McHenry.

That:

1. The Officer Training Unit Association Church Parade 2013 along The Terrace between Elizabeth Street and St Matthews Anglican Church, Windsor, on Sunday, 28 April 2013 be classified as a “**Class 4**” special event, in terms of traffic management, under the “Traffic and Transport Management for Special Events” guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).
2. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
3. It is strongly recommended that the event organiser becomes familiar with the contents of the Roads and Maritime Services - RMS (formerly RTA) publication “Guide to Traffic and Transport Management for Special Events” (Version 3.4) and the Hawkesbury City Council special event information package that explains the responsibilities of the event organiser in detail.
4. It is strongly recommended that the event organiser visits Council’s web site, <http://www.hawkesbury.nsw.gov.au/news-and-events/organising-an-event>, and refers to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they are familiar with the contents and requirements of this information. The approval conditions listed below relate only to matters relating to the traffic management of the event.
5. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the event being undertaken under the Full Control and Responsibility of the NSW Police Force due to the event being classified as a “Class 4” special event.
6. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement

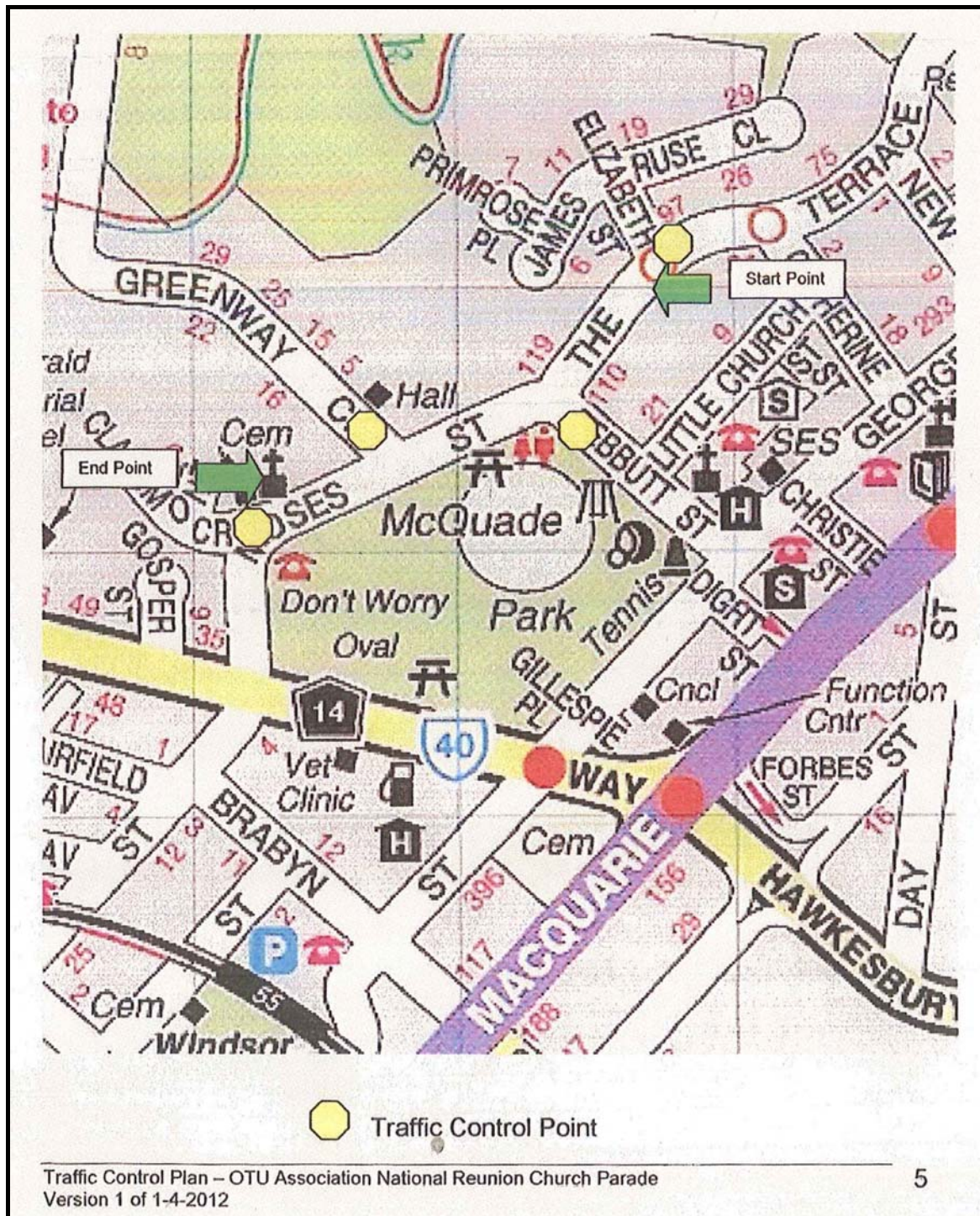
rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally council has an events template which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

7. the event organiser is to assess the risk and address the suitability of the entire route as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route / site by the event organiser prior to the event.
8. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than **\$10,000,000 noting Council and the Roads and Maritime Services - RMS (formerly RTA) as interested parties on the Policy** and that Policy is to cover **both on-road and off-road activities**.

APPENDICES:

- AT - 1** Officer Training Unit Association Church Parade 2013 - Event Route Map.
- AT - 2** Special Event Application – (ECM Document No: 4037919) - *see attached*.

AT - 1 Officer Training Unit Association Church Parade 2013 - Event Route Map



ORDINARY MEETING
Reports of Committees

SECTION 3 - Reports for Information

There were no Reports for Information.

SECTION 4 - General Business

There was no General Business.

SECTION 5 - Next Meeting

The next Local Traffic Committee meeting is proposed to be held on Monday, 13 August 2012, at 3.00pm in the Large Committee Room.

The meeting terminated at 3:45pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
Reports of Committees

ROC - Floodplain Risk Management Advisory Committee Minutes - 23 July 2012 - (95498, 86589)

The meeting commenced at 6:04pm

Present: Councillor Kevin Conolly, Chairperson
Councillor Warwick Mackay, Hawkesbury City Council
Councillor Jill Reardon, Hawkesbury City Council
Councillor Bill Whelan, Hawkesbury City Council
Mr Harry Panagopoulos, Office of Environment and Heritage
Ms Sue Ribbons, Office of Environment and Heritage
Mr John Miller, Community Representative
Mr Les Sheather, Community Representative
Mr Alexander (Phil) Windebank, Community Representative
Mr Ian Johnston, Community Representative
Mr Kevin Jones, SES
Mr Robert Bowman, Department of Primary Industries

Apologies: Councillor Paul Rasmussen, Deputy Chairperson
Mr Geoffrey Bessell, Community Representative
Mr Peter Cinque, SES
Mr Chris Ransom, RAAF
Mr Phillip Pleffer, Hawkesbury City Council
Mr Chris Amit, Hawkesbury City Council

In Attendance: Mr Matthew Owens, Hawkesbury City Council
Mr Drew Bewsher - Bewsher Consulting
Mr Bart Bassett MP, Member for Londonderry
Ms Robyn Kozjak - Minute Taker, Hawkesbury City Council

REPORT:

RESOLVED on the motion of Mr John Miller and seconded by Mr Phil Windebank that the apologies be accepted.

General (non specific) declarations of interest from land owners affected by the PMF were received from Councillor Conolly, Mr John Miller, Mr Robert Bowman and Mr Phil Windebank.

6.09pm - Councillor Whelan arrived at the meeting

CONFIRMATION OF MINUTES

Mr Panagopoulos referred to page 5 of the previous minutes wherein 'Exceptional Circumstances' was referred to, and wished to add the following wording:

ORDINARY MEETING
Reports of Committees

"The DPI was considering representations from the FMMA to review planning circular PS07003 which covers the above issue."

RESOLVED on the motion of Mr John Miller and seconded by Mr Phil Windebank that the Minutes of the Floodplain Risk Management Advisory Committee held on the 5 March 2012, be confirmed.

Member	31/10/11	12/12/11	05/03/12	23/07/12				
Councillor Kevin Conolly - (Chair)	✓	✓	✓	✓				
Councillor Bill Whelan	✓	✓	✓	✓				
Councillor Jill Reardon	✓	A	✓	✓				
Councillor Warwick Mackay	✓	✓	✓	✓				
Councillor Paul Rasmussen	✓	A	A	A				
Mr Peter Cinque OAM - (SES Sydney Western Division)	✓	✓	✓	A				
Mr Harry Panagopoulos - (Office of Environment and Heritage)	✓	✓	✓	✓				
Mr Chris Ransom - (Dept of Defence)	A	A	A	A				
Snr Inspector Robert Bowman - (Industry & Investment NSW) - Primary Industries	✓	✓	✓	✓				
Mr Les Sheather - (Community Member)	✓	✓	✓	✓				
Mr Kevin Jones - (SES Headquarters)	✓	A	✓	✓				
Mr Geoffrey Bessell - (Community Member)	A	A	A	A				
Mr John Miller - (Community Member)	✓	✓	✓	✓				
Mr Alexander (Phil) Windebank (Community Member)	A	A	✓	✓				
Mr Ian Johnston (Community Member)	✓	✓	A	✓				

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

SECTION 3 - Reports for Determination

ITEM: 1 Amended Draft Floodplain Risk Management Study & Plan

DISCUSSION:

Mr Sheather referred to page 10 of the agenda, and sought clarification on a number of items including:

- No. 2 in respect to adding additional item 7 (e) in table 3 of Volume 1. Mr Panagopoulos acknowledged the lack of information held by the OEH in relation to minor flood events (below 5%), reporting the SES had approached them for information on low range floods to assist with emergency planning and they were not able to be provided with information on small events. Mr Panagopoulos advised he'd added a comment to Council for Mr Bewsher to explore further with Mr Cinque to look at that gap.
- No. 6 in respect to voluntary house raising. Mr Panagopoulos advised the OEH did not have a policy that endorsed redevelopment and he believed the NSW government needed to make a decision on providing subsidies for redevelopment. Mr Panagopoulos advised he'd added some suggested wording in this regard.

6.15pm - Drew Bewsher arrived at the meeting

- No. 4 in respect to climate change - Mr Bewsher advised WMA Water was commissioned in 2009 by DECC to look at implications on increased rainfall density/sea level rise. Mr Bewsher reported he proposed some changes in the document to give a more complete description of WMA Waters' findings, such as setting flood planning levels, what freeboard we should have and how that level might accommodate climate change.
- Mr Owens referred to various planning issues and controls in the documents and reminded the Committee any recommendations to make changes to the LEP and DCP did not imply those changes would be made to those documents. Mr Owens reported amendments to those statutory documents involved a completely separate process.
- Mr Sheather asked if there was any proposal to increase the current height of the 1:100 year building level and Mr Bewsher responded there was no proposal to change that, however, suggested it should be reviewed at some time in the future. Mr Bewsher added if a building was to be erected on 1:100 land, a second level should be added to attain a 1:200 height. Mr Sheather enquired if freeboard was taken into account and Mr Bewsher responded freeboard was not proposed.

6.30pm - Councillor Mackay arrived at the meeting

- Mr Johnston raised concern there appeared to be inaccuracies in the document (Volume 3). Mr Bewsher responded the information Mr Johnston referred to was extracted from Molino Stewart's report and had not been verified for the current investigation. Mr Bewsher reported he would ensure an annotation was made advising readers the information was taken from older, unconfirmed data.
- Mr Miller sought confirmation the document could be amended once it had been reported to Council and his query was affirmed.

RECOMMENDATION TO COMMITTEE:

That the:

1. Amendments listed in this report and the minutes from this meeting be incorporated into the draft Hawkesbury Floodplain Risk Management Study and Plan documents dated July 2012.
2. Draft Hawkesbury Floodplain Risk Management Study and Plan, as amended, be recommended to Council that it be placed on public exhibition.

MOTION:

RESOLVED on the motion of Councillor Mackay, seconded by Mr Les Sheather

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the:

1. Amendments listed in this report and the minutes from this meeting be incorporated into the draft Hawkesbury Floodplain Risk Management Study and Plan documents dated July 2012.
2. Draft Hawkesbury Floodplain Risk Management Study and Plan, as amended, be recommended to Council that it be placed on public exhibition.
 - Mr Sheather commended Mr Bewsher and staff for the work that had gone into the preparation of the FRMS&P, reporting he was appreciative to have been part of the process.
 - The Chair thanked all those present at the meeting and on behalf of the Hawkesbury citizens, praised staff, the consultant and the Committee for their efforts during the term.

The meeting closed at 6.48pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
Questions for Next Meeting

QUESTIONS FOR NEXT MEETING

Councillors Questions from Previous Meetings and Responses - (105109)

REPORT:

Questions – 10 July 2012

#	Councillor	Question	Response
1	Paine	Asked what knowledge Council has in relation to the approved shooting in National Parks, and has the Government been in touch with Council regarding regulations and safety.	The Director Infrastructure Services advised that Council has written to the State Government seeking advice on the impacts of the recent amendments to the Game and Feral Animal Control Act, and any specific impact on the Hawkesbury local government area.
2	Paine	Asked if Council owns the Toll House near South Creek, and if Council does own the building would there be any possibility of Council letting the building to the women who provides food for the homeless on Saturday evenings.	The Director Infrastructure Services advised that the building is owned by Council, however, the building is not in a habitable condition with no services connected and is not suitable for this use.
3	Paine	Asked if the report from Roads and Maritime Services regarding North Richmond Bridge would affect any proposals for residential development at North Richmond.	The Director City Planning advised that the RMS report findings are generally known and all proposals for residential development are required to address those issues. The development at North Richmond has proposed a solution for traffic issues for their proposal and that proposed solution will be assessed accordingly upon receipt of all the required information from the applicant.
4	Tree	Asked if Council was aware that culling will not occur in World Heritage National Parks, nor will it occur in populated areas.	The Director Infrastructure Services advised that Council was aware of the provisions of the amendments to the Game and Feral Animal Control Act relating to World Heritage Areas. Council has also written to the State Government seeking advice on any specific impacts within the Hawkesbury local government area.

ORDINARY MEETING
Questions for Next Meeting

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo



ordinary
meeting

end of
business
paper

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