



Hawkesbury City Council

ordinary
meeting
business
paper

date of meeting: 25 August 2015

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 11pm. 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 3pm 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 register to speak on any items in the business paper other than the Confirmation of Minutes; Mayoral Minutes; Responses to Questions from Previous Meeting; Notices of Motion (including Rescission Motions); Mayoral Elections; Deputy Mayoral Elections; Committee Elections and Annual Committee Reports. To register, you must lodge an application form with Council prior to 3pm on the day of the meeting. The application form is available on Council's website, from the Customer Service Unit or by contacting the Manager - Corporate Services and Governance on (02) 4560 4444 or by email at council@hawkesbury.nsw.gov.au.

The Mayor will invite registered persons to address the Council when the relevant item is being considered. Speakers have a maximum of three minutes to present their views. The Code of Meeting Practice allows for three speakers 'For' a recommendation (i.e. in support), and three speakers 'Against' a recommendation (i.e. in opposition).

Speakers representing an organisation or group must provide written consent from the identified organisation or group (to speak on its behalf) when registering to speak, specifically by way of letter to the General Manager within the registration timeframe.

All speakers must state their name, organisation if applicable (after producing written authorisation from that organisation) and their interest in the matter before speaking.

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

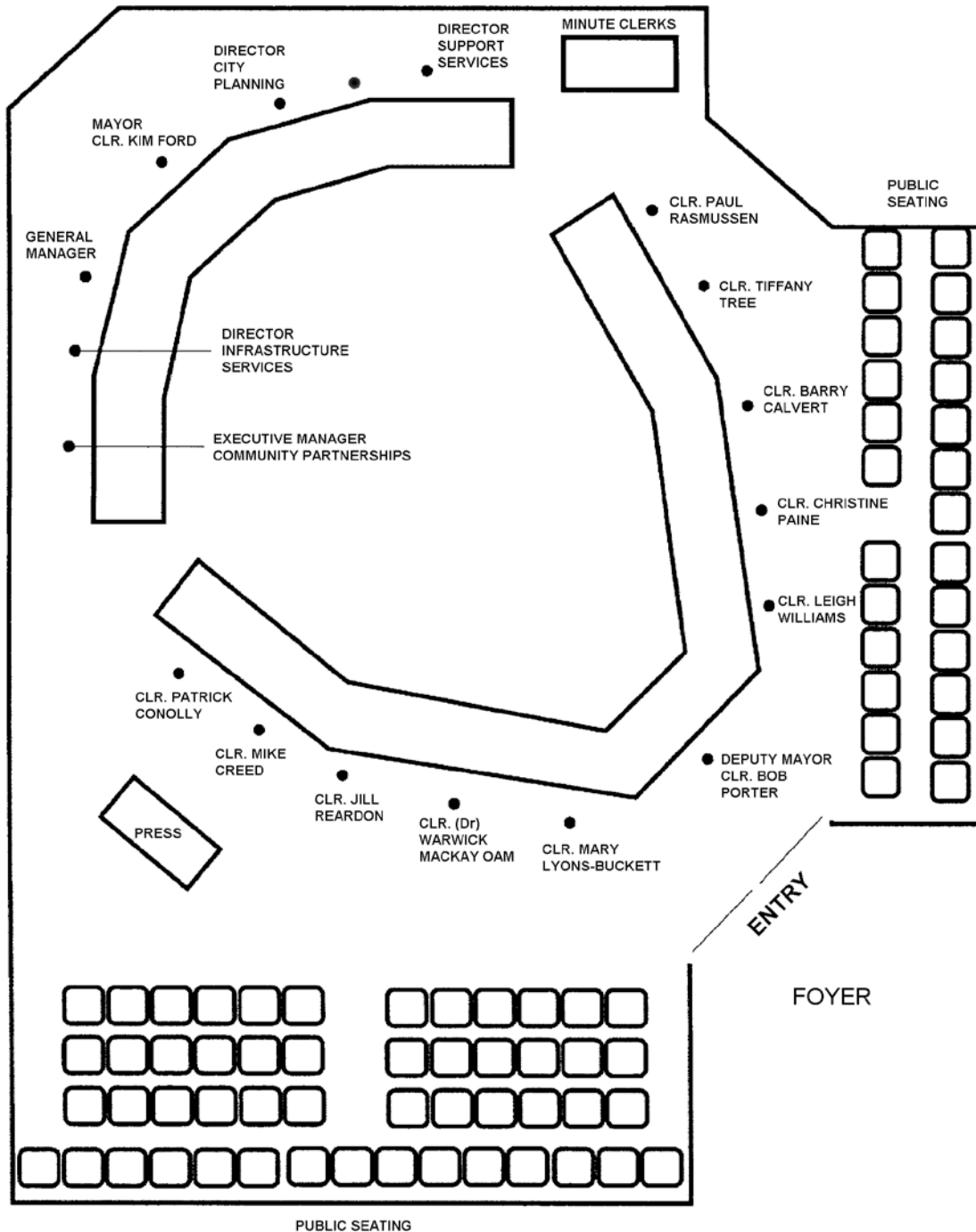
Business papers can be viewed online from noon on the Friday before the meeting on Council's website: <http://www.hawkesbury.nsw.gov.au>.

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 4444.

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SECTION 3 - Reports for Determination

PLANNING DECISIONS

Item: 134 CP - Kurmond and Kurrajong Large Lot Residential Investigation Area - Progress Report - (95498, 124414)

REPORT:

Executive Summary

The purpose of this report is to respond to Council's request for a report regarding the mapped investigation areas shown in the Residential Land Strategy around Richmond/Hobartville, North Richmond, Wilberforce, Glossodia and Windsor/South Windsor/Bligh Park.

The recommendation in the report to the Council meeting of 28 July 2015 sought, amongst other things to re-instate the ability for residential planning proposals to be lodged for mapped investigation areas shown in the Residential Land Strategy (RLS) except the Kurmond and Kurrajong investigation area. Council resolved to maintain the suspension for the Kurmond and Kurrajong investigation area until another progress report is to be considered by 30 November (to enable structure planning works to be completed) and to temporarily maintain the suspension for the mapped investigation areas shown in the Residential Land Strategy around Richmond/Hobartville, North Richmond, Wilberforce, Glossodia, Windsor/South Windsor/Bligh Park pending this report.

This report recommends that the information be received and that the suspension of residential planning proposals be lifted for the remaining mapped investigation areas in the RLS.

Consultation

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

Background

At Council's meeting of 28 July 2015, it was resolved as follows:

"That:

- 1. The draft development principles and local planning approach outlined in this report be adopted as an Interim Policy for the purposes of structure planning within the Kurmond and Kurrajong Investigation area.*
- 2. Council officers initiate discussions with the Kurmond and Kurrajong landowners and community about the Interim Policy and local planning approach, in September 2015.*

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3. Council's resolution of 3 February 2015 in relation to lodgement of any NEW residential planning proposal applications:
 - a) Be temporarily maintained for mapped investigation areas shown in the Residential Land Strategy around Richmond/Hobartville, North Richmond, Wilberforce, Glossodia and Windsor/South Windsor/Bligh Park pending the submission of a report regarding those areas to the second Council meeting in August 2015
 - b) *Be maintained for the Kurmond and Kurrajong investigation area and all other unmapped, non-urban investigation areas around rural villages as identified in the Residential Land Strategy until 30 November 2015.*
4. *Those current planning proposals within the Kurmond and Kurrajong Investigation area (see Attachment 2) only proceed to Gateway if the 'fundamental' development constraints have been addressed (see Attachment 1).*
5. *Site specific planning proposals for any areas to be kept to a minimum and any additional amendments to LEP 2012 outside the local planning approach be kept to correcting minor drafting errors or strategic amendments instigated by Council.*
6. *Any other proposed residential amendments resulting from the Residential Land Strategy or the local planning approach for Kurmond and Kurrajong Investigation Area which are supported, be combined into a single Planning Proposal to amend LEP 2012 in 2016/17.*
7. *A report be submitted to Council no later than November 2015 regarding the progress of the local planning approach for the Kurmond and Kurrajong investigation areas and the status of other planning proposals.*
8. *A separate report be submitted to Council early in 2016 on the progress of the review of the Residential Land Strategy including the progress in implementing Council's resolution under Item 4 of 9 December 2014 for the Residential Land Strategy to include 'Second Dwellings'.*

This report relates to part 3(a) of the above resolution.

Strategic Planning

Prior to rezoning land in the Hawkesbury-Nepean Valley, the State Government's 'A Plan for Growing Sydney' requires councils (and hence the Planning Review Panel - "Gateway" Panel) to consider capacity assessment issues (e.g. flooding, road network, water servicing). A planning proposal must therefore include adequate information explaining capacity provision before it can be supported and an LEP amendment made. However, isolated and independent 'subdivision' planning proposals are insufficient to be a catalyst for large scale infrastructure investment either privately or by the State government. Hence, it is harder to justify the likely cumulative impact of these developments as being consistent with 'A Plan for Growing Sydney'.

Planning proposals are not designed to set the future vision for the Hawkesbury area rather a proposal must be a reflection of the vision already set by a strategic approach in the form of adopted plans and an evidence based approach to both housing demand and supply. A strategic approach means making sure that planning proposals (rezonings and other changes) are thoroughly justified against a strategic context. If a proposal is not identified in a strategic plan, then it is hard to justify that change (or not) to LEP2012. Figure 1 below shows the relationship between the different strategic planning processes.

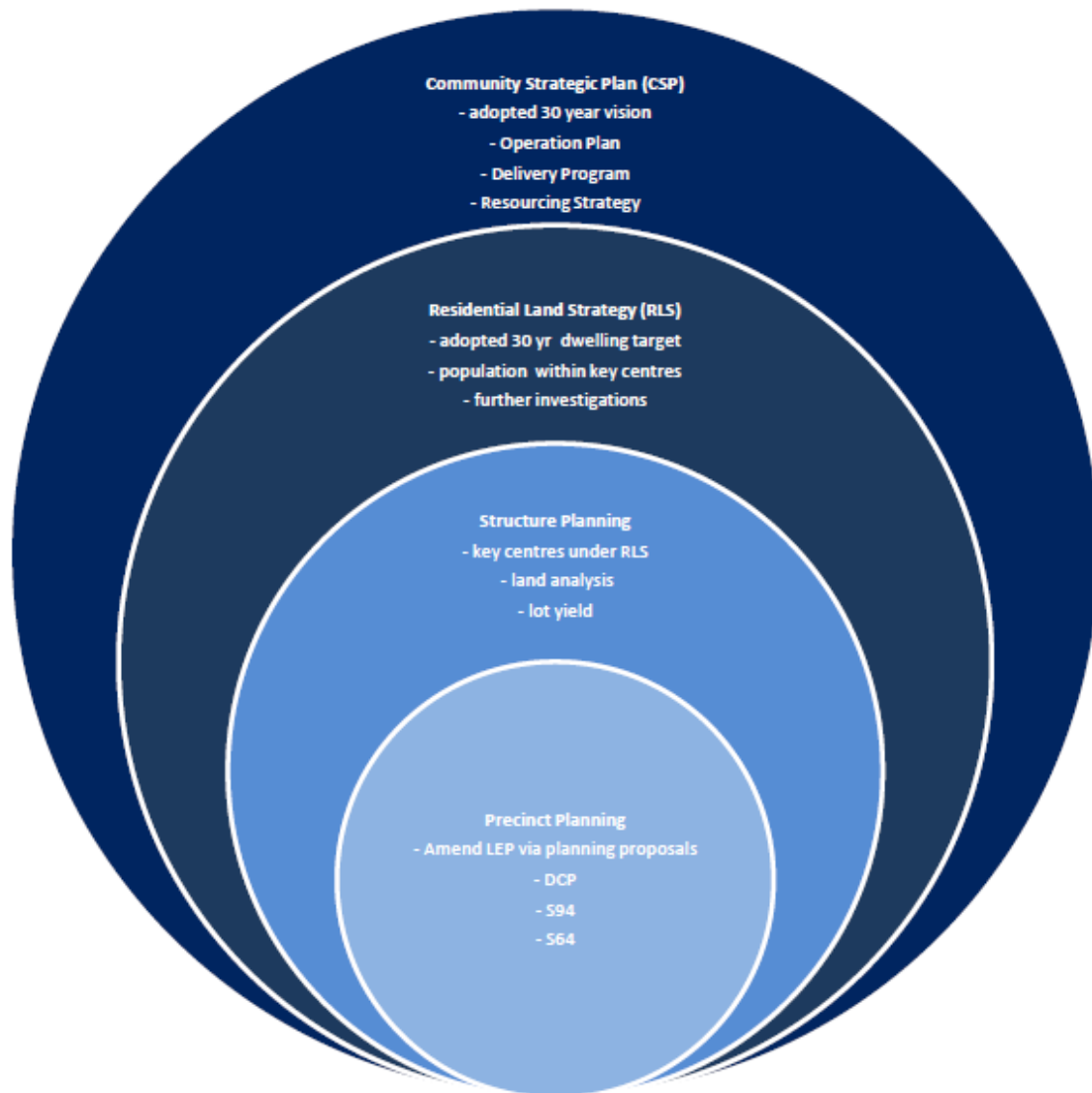


Figure 1: Hierarchy of Key Strategic Planning

The mapped investigation areas shown in the RLS around Richmond/Hobartville, North Richmond, Wilberforce, Glossodia and Windsor/South Windsor/Bligh Park localities are already identified in the abovementioned strategic approach and already have the basis of a strategic justification. These areas could be further investigated via the consideration of planning proposals.

Dwelling Forecasts

The adopted 2011 Residential Land Strategy (RLS) demand forecast (not a target) of 5,000-6,000 additional dwellings by 2031 seeks to balance natural constraints against housing need. The RLS aims to locate the additional housing in the existing key centres of Richmond, Windsor, North Richmond, Wilberforce and Glossodia (Key Centres). Of the additional 5,000-6,000 dwellings, the RLS anticipated an approximate mix of dwellings based on the forecast future need.

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Outside the Key Centres the remaining centres were not identified as investigation areas, i.e. Vineyard (as it was included in the NW growth Centre), Pitt Town (included in the 2008 Part 3A concept approval), Clarendon (included in the Employment Lands Strategy), Mulgrave/McGraths Hill (due to flood impacts). A Corridor Investigation Area was identified between Windsor, South Windsor and Bligh Park but development is subject to flood evacuation investigations.

On the edges of the key existing centres, future investigation areas are shown on the maps in the RLS with red cross-hatched areas. However, the RLS clearly stated (page VII) that all future investigation areas are subject to:

1. the ability to appropriately service development in a timely manner
2. flood evacuation
3. detailed structure planning of town centre and investigation areas
4. application of sustainable criteria matrix
5. staging of development in line with appropriate staging and provision of services and facilities.

Status of further investigation work required under the RLS

The adopted RLS, as stated above, sets out a number of investigation actions to be undertaken including:

- *Servicing* - Richmond, Windsor, North Richmond, Wilberforce and Glossodia.
- *Flood Evacuation* - A regional taskforce is currently undertaking work on flood evacuation and a report is expected to be submitted to State Cabinet in late 2015. In the meantime planning proposals on flood prone land where flood evacuation is not available are not being supported by Gateway Determinations by the Department of Planning and Environment (DPE) (e.g. 24 Greenway Crescent, Windsor).
- *Structure Planning* - Only Kurmond and Kurrajong detailed structure planning work has commenced, other areas, apart from Redbank at North Richmond, have not yet been commenced. However, Council has previously resolved (February 2013) to undertake this work, as required, in conjunction with planning proposal applicants.
- *Sustainable Criteria mix* - Only Kurmond and Kurrajong detailed structure planning work has commenced, other areas, apart from Redbank at North Richmond, have not yet been commenced. However, Council has previously resolved (February 2013) to undertake this work, as required, in conjunction with planning proposal applicants.
- *Staged Development* - no staging sequence has been considered as servicing and structure planning has not yet been undertaken.

The RLS also included an approach to permit additional development, clustered around existing rural villages, subject to further investigations. The Kurmond and Kurrajong Investigation area was defined and further investigation work is underway as reported to Council on 28 July 2015.

Future Housing Targets, Housing Supply and Housing Demand

As previously stated the RLS does NOT include the Vineyard Precinct, as this forms part of the NW Growth Centre under the control of the Department of Planning and Environment (DPE), which is intended to contain at least 2,500 dwellings, subject to the finalisation of the current master planning work.

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Since the Hawkesbury Local Environmental Plan 2012 (LEP 2012) commenced, to date no additional lots have been created from any of the LEP amendments that have been completed. Whilst it may seem that a significant number of additional allotments have been “released” the current demand analysis for the Hawkesbury indicates that a significant number of additional allotments, above what has already been considered by Council, are still required to meet the projected demand.

Council cannot be complacent about the planning for, and ultimate release of, additional allotments/housing in the short to medium term. There is still a need for provision of growth in dwellings as slow or no growth in additional allotments or dwellings will result in an increase in prices leading to a greater lack of housing affordability, slowing of economic activity and no growth in required infrastructure.

For the above reasons it is recommended that the current suspension of accepting planning proposals, as resolved on 3 February and 28 July 2015, for the mapped investigation areas shown in the RLS around Richmond/Hobartville, North Richmond, Wilberforce, Glossodia and Windsor/South Windsor/Bligh Park localities be lifted to enable further investigation of those localities via the consideration of planning proposals.

Conformance to the Hawkesbury Community Strategic Plan

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

- Offer residents a choice of housing options that meets their needs whilst being sympathetic to the qualities of the Hawkesbury.
- Population growth is matched with the provisions of infrastructure and is sympathetic to the rural, environmental, heritage values and character of the Hawkesbury.
- Have development on both sides of the river supported by appropriate physical and community infrastructure.

and is also consistent with the nominated strategy in the CSP being:

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

Financial Implications

No additional costs are proposed based on the recommendations in this report.

Conclusion

Responding to urban growth pressures is a difficult task; however, the RLS provides a strategic planning approach to guide that growth in a balanced way. Council has an opportunity to respond to market interest across the Hawkesbury by aligning the release of precincts based on housing demand. This approach would be consistent with other growth area councils and the Department of Planning & Environment approach to growth areas and precinct planning undertaken at the State Government level.

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.

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RECOMMENDATION:

That:

1. The information regarding the mapped investigation areas shown in the Residential Land Strategy around Richmond/Hobartville, North Richmond, Wilberforce, Glossodia and Windsor/South Windsor/Bligh Park be received
2. Council's resolutions of 3 February 2015 and 28 July 2015 in relation to lodgement of any NEW residential planning proposal applications for the mapped investigation areas shown in the Residential Land Strategy around Richmond/Hobartville, North Richmond, Wilberforce, Glossodia and Windsor/South Windsor/Bligh Park be lifted immediately.
3. Further information about lot and dwelling supply be provided at a Councillor Briefing Session as soon as possible.

ATTACHMENTS:

There are no attachments to this report.

oooO END OF REPORT Oooo

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Item: 135 **CP - LEP004/15 - Planning Proposal to Amend Hawkesbury Local Environmental Plan 2012 - 22, 39 and 41 Windsor Street, Richmond - (95498, 124414)**

Proposal Information

File Number: LEP004/15
Property Address: 22, 39 and 41 Windsor Street, Richmond
Applicant: Montgomery Planning Solutions
Owner: John Charlton Superannuation Pty Limited, Mr RSC Kennard and Ms M J St Clair
Date Received: 30 June 2015
Current zone: R2 Low Density Residential
Proposed zone: IN2 Light Industrial

Recommendation: Council support the preparation of a planning proposal

REPORT:

Executive Summary

This report discusses a planning proposal from Montgomery Planning Solutions (the applicant) which seeks to amend Hawkesbury Local Environmental Plan 2012 (the LEP) to rezone Lot 12 DP 752032, 22 Windsor Street (the southern site), Lot 10 DP 23504, 39 Windsor Street and Lot 9 DP 23504, 41 Windsor Street, Richmond (the northern site) from R2 Low Density Residential to IN2 Light Industrial under the LEP.

This report provides Council with an overview of the planning proposal and recommends that the planning proposal be supported and submitted to the Department of Planning and Environment (DP&E) for a Gateway determination.

Consultation

The planning proposal has not yet been exhibited. If the planning proposal is to proceed it will be exhibited in accordance with the relevant provisions of the *Environmental Planning and Assessment Act, 1979* (the Act) and associated Regulations and as specified in the 'Gateway' determination.

Planning Proposal

The planning proposal seeks to rezone the subject site from R2 Low Density Residential to IN2 Light Industrial under the LEP to allow development of the site for light industrial purposes. The planning proposal aims to achieve the intended outcome by amending the Land Zoning Map of the LEP (Map Ref No - 3800_COM_LZN_008DA) to change the zoning of the site to IN2 Light Industrial.

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Subject Site and Surrounds

The subject site consists of the following two parts (see Figure 1 below):

Southern Site (South of Windsor Street)		
Property Description	Street Address	Site Area (M ²)
Lot 12 DP 752032	22 Windsor Street, Richmond	4,047
Site Area		4,047
Northern Site (North of Windsor Street)		
Property Description	Street Address	Site Area (M ²)
Lot 10 DP 2350439	39 Windsor Street, Richmond	585.6
Lot 9 DP 2350439	41 Windsor Street, Richmond	562.4
Site Area		1,148.0

The subject site has a total land area of approximately 5,195m².

The northern site consisting of Lots 10 and 9 DP 23504, 39-41 Windsor Street, Richmond is located on the corner of Windsor Street and Pitt Street. It has an irregular shape and is bounded by Windsor Street to the south, Pitt Street to the west, Lukis Avenue to the north and the existing industrial development to the east. It has an area of 1,148m² and an approximately 28m wide frontage to Windsor Street.

The southern site, Lot 12 DP 752032, 22 Windsor Street, Richmond has an area of 4,047m² and is of a rectangular shape. It is located on the southern side of Windsor Street and has an approximately 49m wide frontage to Windsor Street. The Richmond-Blacktown railway line forms the southern boundary of the southern site (see Figure 1 below).



Figure 1: Subject Site

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Council records show that the northern site has previously been used for various commercial uses including service station, mobile phone sales and service, hairdressing as well as health and beauty salon. It is currently used for the display, assembly and sale of security screens.

A concrete block building with metal roofing is located closer to the south-west corner of this part of the site. This concrete building occupies a large area of 41 Windsor Street and encroaches into 39 Windsor Street (see Figure 2 below). The applicant states that this building has been subjected to a number of additions over time. A bitumen car park occupies the rear of 41 Windsor Street and an approximately 80% land area of 39 Windsor Street.



Figure 2: Aerial View of 39-41 Windsor Street (Northern Site)

In April 2010, Council approved an application for the demolition of all existing structures and the car park on Lots 9 and 10 DP DP23504 but the consent has now lapsed.

A sewer main runs parallel to the rear boundary of 39-41 Windsor Street fronting Lukis Avenue.

The southern site contains a number of buildings. A very large building occupies the middle of Lot 12 and an L shaped building and a small building occupies the rear and along the southern boundary. The rest of the land area is paved with bitumen to provide vehicular movements around the large building; loading/unloading areas and a parking area within the front setback area (see Figure 3 below). Currently, this part of the site is occupied by a bulky goods showroom owned by "Horseland".

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Figure 3: Aerial view of 12 DP 752032, 22 Windsor Street (Southern Site)

The subject site is not shown as being bushfire prone (bushfire vegetation category 1) on the NSW Rural Fire Service's Bushfire Prone Land Map. Also the site is not flood prone land.

The site is located within the 25-30 ANEF Contour. In accordance with AS2021 - 2000 Acoustics - Aircraft noise intrusion - Building siting and construction, industrial development is acceptable within this contour.

The land immediately east of the northern site comprises two industrial buildings, with three separate tenancies. The properties (other than No 1 and No 2 Lukis Avenue) fronting Lukis Avenue are zoned IN2 Light Industries and within Richmond's larger industrial precinct. Also certain Light Industrial zoned properties fronting Hobart Street and Bowman Street are within the larger industrial precinct. A public open space owned by Council is located directly opposite the northern site. The properties immediately west and north of the northern site are residential.

The properties immediate east and west of the southern site are public open spaces and the Richmond's tennis courts owned by Council are located to the east. Directly opposite of 22 Windsor Street are industrial and residential uses (see Figure 4 below).

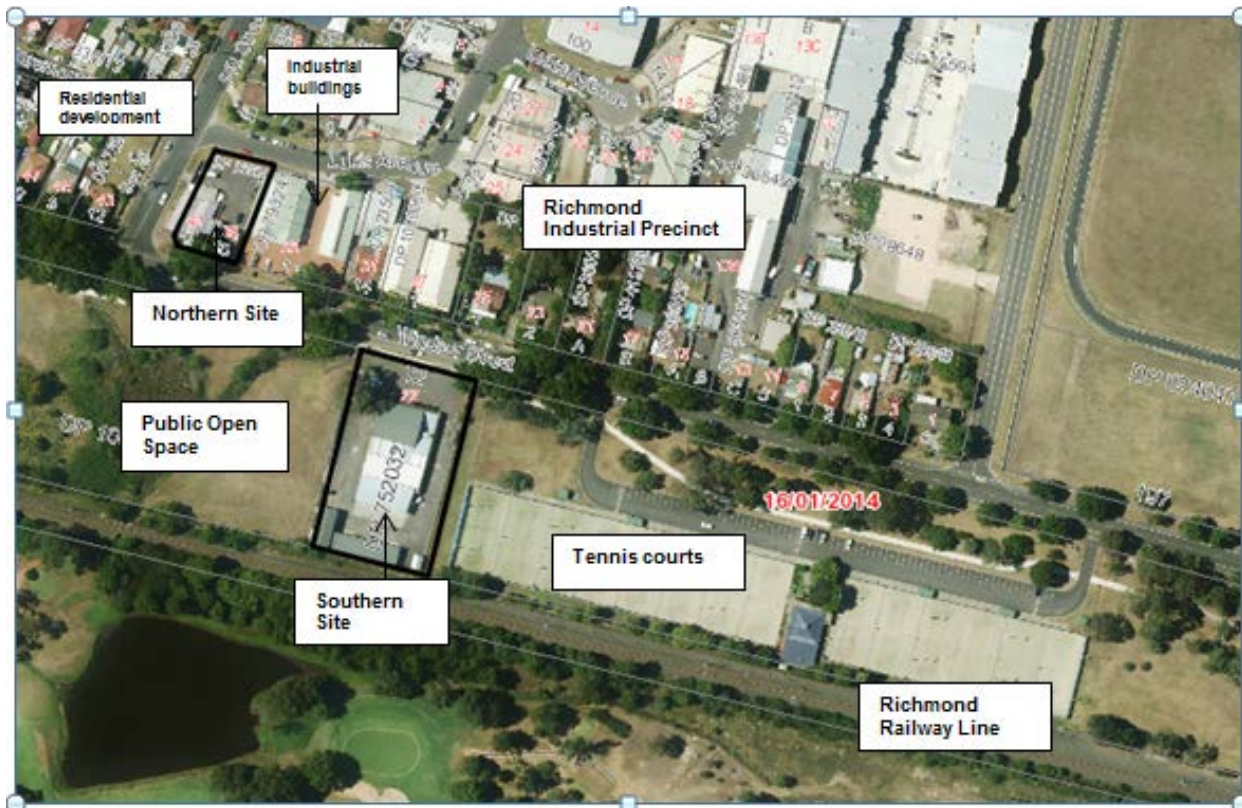


Figure 4: Subject Site and Surrounds

Applicant's Justification of Proposal

The applicant has provided the following justification for the planning proposal:

- a) The proposal to rezone the land to light industrial is considered appropriate given its location within 25-30 ANEF contour for Richmond RAAF Base.
- b) The planning proposal is consistent with the long term existing land uses of the sites and is considered an appropriate addition to existing industrial land in the Richmond Industrial Precinct.
- c) The planning proposal is consistent with the Hawkesbury Community Strategic Plan and the recommendations of the Hawkesbury Employment Lands Strategy.
- d) The planning proposal has been prepared to address the anomaly which exists between the long standing uses of the sites and residential zone.

Metropolitan Strategy, Draft North West Subregional Strategy and Hawkesbury Residential Land Strategy

The NSW Government's 'A Plan for Growing Sydney' December 2014 (the Sydney Metropolitan Strategy) and Draft North West Subregional Strategy establish the broad planning directions for the Sydney metropolitan area and north-western sector of Sydney respectively. These documents identify a number of strategies, objectives and actions relating to the economy and employment, centres and corridors, housing, transport, environment and resources, parks and public places, implementation and governance.

'A Plan for Growing Sydney' states that:

"Western Sydney is home to some of Sydney's most significant manufacturing and industrial activity. Around 70% of jobs on existing industrial land are located in Western Sydney. Take-up of industrial land has increased 37% since 2012 and more industrial land will be needed to meet future demand".

'A Plan for Growing Sydney' provides the framework for strengthening the global competitiveness of Sydney and delivering strong investment and jobs growth in Western Sydney. According to 'A Plan for Growing Sydney' there will be 689,000 jobs by 2031. 'A Plan for Growing Sydney' and the North West Subregional Strategy acknowledge that Western Sydney will require new jobs close to centres and transport.

The planning proposal seeking rezoning of the site with easy access to the existing regional road network and in close proximity to both the Richmond Town Centre and Railway Centre to an industrial zone enabling the expansion of Richmond's industrial precinct is considered generally consistent with this State planning framework.

Hawkesbury Employment Lands Strategy 2008

In December 2008 Council adopted the Hawkesbury Employment Lands Strategy (HELS). The purpose of this strategy is to provide a planning framework for employment precincts (industrial, commercial and retail) and locations for a range of employment types to support and enhance the economic competitiveness of the Hawkesbury region. The HELS recommended Council to pursue eight strategies to address the economic prosperity of the Hawkesbury Local Government Area.

The HELS acknowledges that Richmond and North Richmond centres may have opportunities for growth due to lower flood impacts. Richmond has two industrial precincts. The larger industrial precinct is located adjacent to the northern site and directly opposite to the southern site. The smaller precinct is located southeast of the Richmond Railway Station (see Figure 5 below). The HELS identifies an investigation area containing the smaller industrial precinct and therefore the site is not located within the Richmond industrial investigation area. However, given the site is adjacent to Richmond's larger industrial precinct, its close proximity to the investigation area and the HELS Strategy Map showing an area containing the site for light industries as preferred activity, the planning proposal seeking the rezoning of the site to IN2 Light Industries is considered appropriate.



Figure 5: Richmond Industrial Investigation Area

Hawkesbury Local Environmental Plan 2012

The site is currently zoned R2 Low Density Residential under the LEP (see Attachment 1). A range of land uses are permitted in the R2 zone but industrial uses are not permitted in this zone. Therefore, the planning proposal is seeking to amend the Land Zoning Map of the LEP to rezone the site to IN2 Light Industrial to allow development of the site for light industrial purposes (see Attachment 2). In the past the site has been used for various commercial/industrial purposes that are not permitted in a residential zone. It is noted that the applicant's justification for this planning proposal is to address the current zoning anomaly between the long standing uses of the sites and residential zone. The applicant states that the use of the site for industrial purposes will continue under the Existing Use Rights provisions of Sections 106 - 109B of the *Environmental Planning and Assessment Act, 1979*. However the applicant has not provided information or evidence in support of this claim at this time. This zoning anomaly could only be established if the current uses on the site are operating under existing use rights.

However, the planning proposal seeking rezoning of the site to IN2 Light Industrial is considered appropriate for the following reasons:

- a) the site is not suitable for residential purposes. This issue is explained in detail later in this report
- b) the site is located in close proximity to the Richmond industrial investigation area identified in the HELS
- c) the northern site is located adjacent to Richmond's larger industrial precinct and the larger part of the site; Lot 12 DP 752032, 22 Windsor Street is currently used for bulky goods premises and located opposite Richmond's larger industrial precinct

- d) the proposal will enable the expansion of the existing Richmond industrial area to provide increased local job opportunities closer to homes and improve viability of the Richmond Town Centre

Minimum lot size and maximum building height provisions in the LEP do not apply to industrial zoned land within the Hawkesbury Local Government Area. Therefore in order to ensure consistency, it is proposed to amend the Heights of Building Map and Lot Size Map of the LEP to remove the current 450m² minimum lot size and 10m maximum building height provisions applying to the site. It is also proposed to rezone the western end of the road reserve of Lukis Avenue, which is currently zoned R2 Low Density and abuts the northern site to IN2 Light Industrial to properly define the larger industrial precinct. In order to ensure consistency, it is also proposed to amend the Heights of Building Map and Lot Size Map of the LEP to remove the current 450m² minimum lot size and 10m maximum building height provisions applying to that part of Lukis Avenue.

Section 117 Directions

Section 117 Directions are issued by the Minister for Planning and Infrastructure and apply to planning proposals. Typically, the Section 117 Directions will require certain matters to be complied with and/or require consultation with government authorities during the preparation of the planning proposal. However, all these Directions permit variations subject to meeting certain criteria (See the last part of this section of the report). The principal criterion for variation to a 117 Direction is consistency with an adopted Local or Regional Strategy. A summary of the key Section 117 Directions follows:

Direction 1.1 Business and Industrial Zones

The objectives of this direction are to:

- "(a) encourage employment growth in suitable locations;*
- (b) protect employment land in business and industrial zones, and*
- (c) support the viability of identified strategic centres."*

The planning proposal seeks to rezone the subject site from a residential to a light industrial zone. The land adjoins the existing Richmond light industrial precinct and has easy access to the regional road network. This will therefore enable the expansion of the established industrial area and economic development of the site for a range of light industrial uses including light industries, depots, industrial training facilities, neighbourhood shops and warehouse or distribution centres. Additionally the site is in close proximity to the Richmond Town Centre so the site has potential to boost economic, business and employment activities in the locality and help improve the viability of the Town Centre. Hence, it is considered that the planning proposal is consistent with this direction.

Direction 1.3 Mining, Petroleum Production and Extractive Industries

The objective of this direction is to ensure that future extraction of State or regionally significant reserves of coal, other minerals, petroleum and extractive materials are not compromised by inappropriate development.

Direction 1.3 (3) states that:

"This Direction applies when a relevant planning authority prepares a planning proposal that would have the effect of:

- (a) Prohibiting the mining of coal or other minerals, production of petroleum, or wining or obtaining of extractive materials, or*
- (b) Restricting the potential development of resources of coal, other mineral, petroleum or extractive materials which are of State regional significance by permitting a land use that is likely to be incompatible with such development."*

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The site is not located within the Identified Resource Area or the Potential Resource Area or the Transition Area - areas adjacent to identified resource areas as defined by mineral resource mapping provided by the NSW Resource & Energy Division of NSW Trade & Investment. Also, the site is not located within or in the vicinity of land described in Schedule 1, 2 and 5 of the *Sydney Regional Environmental Plan No. 9 - Extractive Industry (No 2- 1995)* nor will the proposed development restrict the obtaining of deposits of extractive material from such land.

Should Council resolve to proceed with the planning proposal and receive a gateway determination advising to proceed with the planning proposal from DP&E, the NSW Trade and Investment (NSW T&I) would be consulted accordance with Direction 1.3(4).

Direction 3.1 Residential Zones

Planning proposals must include provisions that encourage the provision of housing that will:

- a) broaden the choice of building types and locations available in the housing market
- b) make more efficient use of existing infrastructure and services
- c) reduce the consumption of land for housing and associated urban development on the urban fringe
- d) be of good design.

The planning proposal seeking rezoning of the site from R2 Low Density Residential to IN2 Light Industrial under the LEP is not consistent with this direction. This minor inconsistency is justified with the following reasons:

- a) The site is not suitable for residential purposes, given the subject site is in close proximity to the Richmond RAAF Base it is significantly affected by aircraft noise, and its flight paths. Australian Noise Exposure Forecast (ANEF) may show that the whole site is located within the range of 25 - 30 ANEF contours (see Figure 6 below).

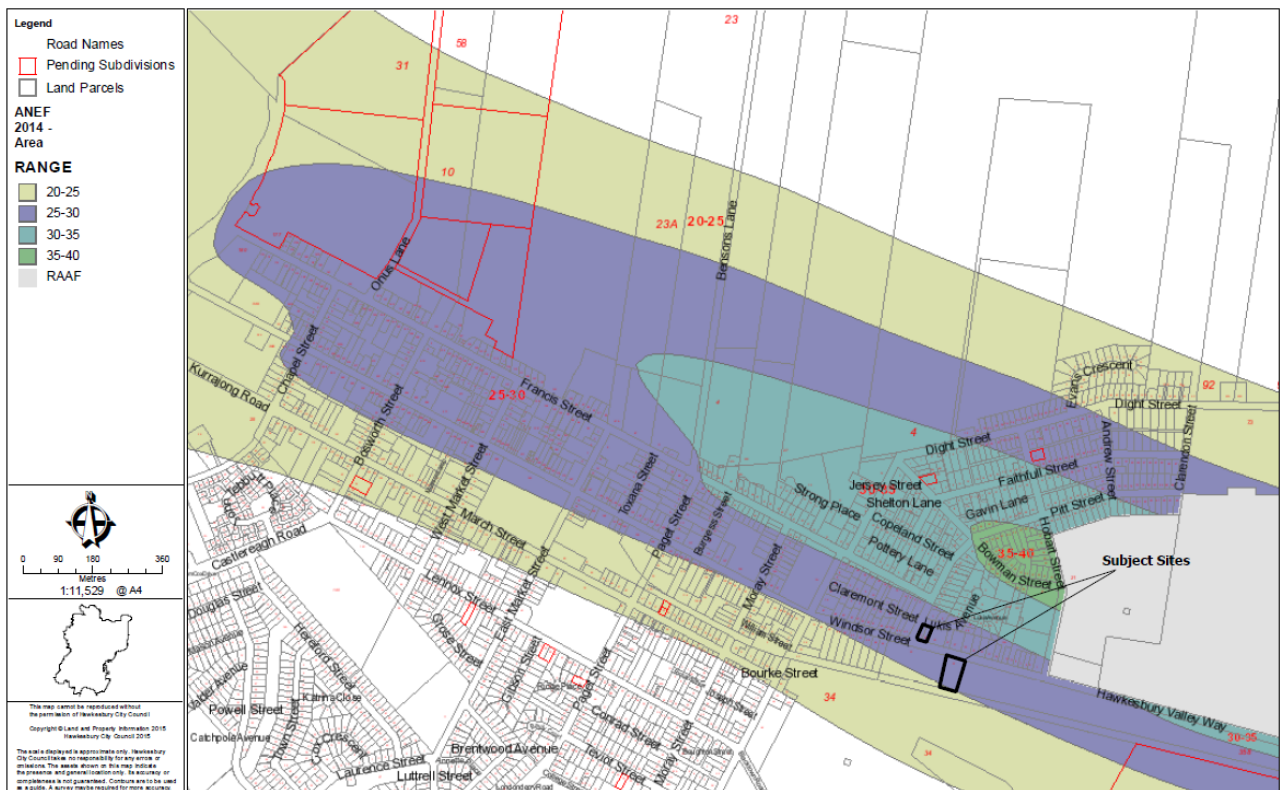


Figure 6: Australian Noise Exposure Forecast Map Extract

Table 2.1 'Building Site Acceptability Based on ANEF Zones', of AS 2021 - 2000 Acoustics - Aircraft noise intrusion - building siting and construction shows housing in areas above 25 ANEF contour as "UNACCEPTABLE". The Department of Defence states that Air Force opposes new residential development around their bases because it exposes new home owners to significant aircraft noise, and may limit opportunities to mitigate against noise impacts in the future.

- The northern site adjoins Richmond's larger industrial precinct and therefore a planning proposal enabling future development of the site for industrial purposes is more consistent with the land uses within the immediate vicinity and would minimise possible land use conflicts within the locality
- The planning proposal will enable the expansion of the existing Richmond industrial area and more economical and environmentally sustainable development on the land. This will provide increased job opportunities closer to the local residents' homes and improve viability of the Richmond Town Centre.

Should Council resolve to proceed with the planning proposal and receive a Gateway determination advising to proceed with the planning proposal from DP&E, it will be referred to the Department of Defence for comments.

Direction 3.4 Integrating Land Use and Transport

The objective of this Direction is to ensure that urban structures, building forms, land use locations, development designs, subdivision and street layouts achieve the following planning objectives:

- improving access to housing, jobs and services by walking, cycling and public transport,*
- increasing the choice of available transport and reducing dependence on cars,*

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- (c) *reducing travel demand including the number of trips generated by development and the distances travelled, especially by car,*
- (d) *supporting the efficient and viable operation of public transport services, and*
- (e) *providing for the efficient movement of freight."*

The Planning Proposal will enable approximately 0.5ha of industrial employment land with reasonably good access to both rail and road transport networks and improved local business/retail activities and employment opportunities within a reasonable walking distance from the Richmond Town Centre, thereby minimising likely travel demand and distance for shopping and employment activities. It is therefore considered that the proposed planning proposal is generally consistent with this Direction.

Direction 4.1 Acid Sulfate Soils

The objective of this Direction is to avoid significant adverse environmental impacts from the use of land that has a probability of containing acid sulfate soils. This Direction requires consideration of the Acid Sulfate Soils Planning Guidelines adopted by the Director-General of DP&E. The subject site is identified as containing "Class 5 acid sulfate soils on the Acid Sulphate Soils Planning Maps, and as such any future development on the land will be subject to Clause 6.1 Acid Sulfate Soils of the LEP which has been prepared in accordance with the Acid Sulfate Soils Model Local Environmental Plan provisions within the Acid Sulfate Soils Planning Guidelines adopted by the Director General.

This Direction requires that a relevant planning authority must not prepare a planning proposal that proposes an intensification of land uses on land identified as having a probability of containing acid sulfate soils on the Acid Sulfate Soils Planning Maps unless the relevant planning authority has considered an acid sulfate soil study assessing the appropriateness of the change of land use given the presence of acid sulfate soils. The relevant planning authority must provide a copy of such study to the Director General prior to undertaking community consultation in satisfaction of section 57 of the Act. An acid sulfate soil study has not been included in the planning proposal.

The DP&E will consider this as part of their Gateway determination and if required can request further information/consideration of this matter.

Direction 6.1 Approval and Referral Requirements

The objective of this Direction is to ensure that LEP provisions encourage the efficient and appropriate assessment of development. This Direction requires that a planning proposal must:

- "(a) minimise the inclusion of provisions that require the concurrence, consultation or referral of development applications to a Minister or public authority, and*
- (b) not contain provisions requiring concurrence, consultation or referral of a Minister or public authority unless the relevant planning authority has obtained the approval of:*
 - (i) the appropriate Minister or public authority, and*
 - (ii) the Director-General of the Department of Planning (or an officer of the Department nominated by the Director-General) prior to undertaking community consultation in satisfaction of section 57 of the Act, and*
- (c) not identify development as designated development unless the relevant planning authority:*
 - (i) can satisfy the Director-General of the Department of Planning (or an officer of the Department nominated by the Director-General) that the class of development is likely to have a significant impact on the environment, and*
 - (ii) has obtained the approval of the Director-General of the Department of Planning (or an officer of the Department nominated by the Director-General) prior to undertaking community consultation in satisfaction of section 57 of the Act."*

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It is considered that the planning proposal is consistent with this Direction as it does not contain provisions requiring the concurrence, consultation or referral of development applications to a Minister or public authority, and does not identify development as designated development.

Direction 6.3 Site Specific Provisions

The objective of this Direction is to discourage unnecessary restrictive site specific planning controls. The planning proposal proposes an amendment to the Land Zoning, Building Height and Lot Size Maps only. It is therefore considered that the proposed amendment is consistent with this Direction.

Direction 7.1 Implementation of 'A Plan for Growing Sydney'

The objective of this Direction is to give legal effect to the planning principles; directions; and priorities for subregions, strategic centres and transport gateways contained in *A Plan for Growing Sydney*.

This Direction requires planning proposals to be consistent with the NSW Government's '*A Plan for Growing Sydney*' (the Sydney Metropolitan Strategy) released in December 2014. '*A Plan for Growing Sydney*' is the NSW Government's 20 year plan for the Sydney Metropolitan Area. It provides directions for Sydney's productivity, environmental management, and liveability; and for the location of housing, employment, infrastructure and open space.

The early part of this report demonstrates that the planning proposal enabling increased industrial employment land to meet the future demand will facilitate the implementation of '*A Plan for Growing Sydney*'

State Environmental Planning Policies

The State Environmental Planning Policies of most relevance are *State Environmental Planning Policy (SEPP) No. 55 - Remediation of Land*, *Sydney Regional Environmental Plan (SREP) No. 9 - Extractive Industry (No 2- 1995)* and *(SREP) No. 20 - Hawkesbury - Nepean River (No.2 - 1997)*.

State Environmental Planning Policy No. 55 - Remediation of Land ((SEPP 55)

SEPP 55 requires consideration as to whether or not land is contaminated and, if so, is it suitable for future permitted uses in its current state or does it require remediation. The SEPP may require Council to obtain, and have regard to, a report specifying the findings of a preliminary investigation of the land carried out in accordance with the contaminated land planning guidelines.

Council's records shows the northern site has previously been used as a service station. This may cause contamination referred to in Table 1 - 'Some Activities that may Cause Contamination' of the Managing Land Contamination: Planning Guidelines published by the (then) Department of Planning and Urban Affairs a service.

Therefore, if the planning proposal is to proceed further consideration of potential contamination can be dealt with after the Department of Planning and Environment's "Gateway determination" should that determination be in support of the proposal.

Sydney Regional Environmental Plan No. 9 - Extractive Industry (No 2- 1995) - (SREP 9)

The primary aims of SREP 9 are to facilitate the development of extractive resources in proximity to the population of the Sydney Metropolitan Area by identifying land which contains extractive material of regional significance and to ensure consideration is given to the impact of encroaching development on the ability of extractive industries to realise their full potential. The site is not within the vicinity of land described in Schedule 1, 2 and 5 of the SREP nor will the proposal development restrict the obtaining of deposits of extractive material from such land.

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Sydney Regional Environmental Plan No. 20 - Hawkesbury-Nepean River (No 2 - 1997) - (SREP 20)

The aim of SREP 20 is to protect the environment of the Hawkesbury - Nepean River system by ensuring that the impacts of future land uses are considered in a regional context. This requires consideration of the strategies listed in the Action Plan of the Hawkesbury-Nepean Environmental Planning Strategy, impacts of the development on the environment, the feasibility of alternatives and consideration of specific matters such as total catchment management, water quality, water quantity, flora and fauna, agriculture, rural residential development and the metropolitan strategy.

Specifically SREP 20 encourages Council to consider the following:

- rural residential areas should not reduce agricultural viability, contribute to urban sprawl or have adverse environmental impact (particularly on the water cycle and flora and fauna)
- develop in accordance with the land capability of the site and do not cause land degradation
- the impact of the development and the cumulative environmental impact of other development proposals on the catchment
- quantify, and assess the likely impact of, any predicted increase in pollutant loads on receiving waters
- consider the need to ensure that water quality goals for aquatic ecosystem protection are achieved and monitored
- consider the ability of the land to accommodate on-site effluent disposal in the long term and do not carry out development involving on-site disposal of sewage effluent if it will adversely affect the water quality of the river or groundwater
- have due regard to the nature and size of the site; when considering a proposal for the rezoning or subdivision of land which will increase the intensity of development of rural land (for example, by increasing cleared or hard surface areas) so that effluent equivalent to that produced by more than 20 people will be generated, consider requiring the preparation of a Total Water Cycle Management Study or Plan
- minimise or eliminate point source and diffuse source pollution by the use of best management practices
- site and orientate development appropriately to ensure bank stability
- protect the habitat of native aquatic plants
- locate structures where possible in areas which are already cleared or disturbed instead of clearing or disturbing further land
- consider the range of flora and fauna inhabiting the site of the development concerned and the surrounding land, including threatened species and migratory species, and the impact of the proposal on the survival of threatened species, populations and ecological communities, both in the short and longer terms
- conserve and, where appropriate, enhance flora and fauna communities, particularly threatened species, populations and ecological communities and existing or potential fauna corridors
- minimise adverse environmental impacts, protect existing habitat and, where appropriate, restore habitat values by the use of management practices
- consider the impact on ecological processes, such as waste assimilation and nutrient cycling

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- consider the need to provide and manage buffers, adequate fire radiation zones and building setbacks from significant flora and fauna habitat areas
- consider the need to control access to flora and fauna habitat areas
- give priority to agricultural production in rural zones
- protect agricultural sustainability from the adverse impacts of other forms of proposed development
- consider the ability of the site to sustain over the long term the development concerned
- maintain or introduce appropriate separation between rural residential use and agricultural use on the land that is proposed for development
- consider any adverse environmental impacts of infrastructure associated with the development concerned.

The site falls within the Middle Nepean and Hawkesbury River Catchment Area of SREP 20.

It is considered that some form of industrial development on the subject land has the potential to satisfy the relevant provisions SREP 20. Further detailed consideration of the above matters can be addressed at the development application stage.

Public Infrastructure and Services

The site has easy access to required infrastructure services including reticulated water, reticulated sewerage, electricity, telecommunication service to accommodate future light industrial development on the site. The site also has good access to both regional road transport system and Sydney Metropolitan Rail Network.

Given the site has reasonable access to all required infrastructure and services it is likely to place a significant demand on the existing services. However, if the planning proposal is to proceed, the relevant public authorities such as Sydney Water, Integral Energy and Telstra Corporation would need to be consulted about the planning proposal after DP&E's Gateway determination.

Public Transport and Traffic Movement

The planning proposal is not supported by a transport/traffic statement or traffic impact statement. The applicant states that the area is well serviced by an existing public transport system.

The subject site is located approximately 300m east of the East Richmond Railway Station and therefore the site has easy access to the Sydney Metropolitan Rail Network. There is also a good public bus service operating within Richmond area. A public bus service is available from Richmond to various suburbs including North Richmond, Windsor, Penrith, McGraths Hill, Wilberforce, Glossodia, Kurrajong, Kurrajong Hills, Berambing, Bowen Mountain, Grose Vale and Hobartville. Therefore, it is considered that the site has reasonably easy access to public transport.

Currently the northern site is accessed via Windsor Street, Pitt Street and Lukis Avenue and the southern site is accessed via Windsor Street. Should Council resolve to proceed with the planning proposal and receive a Gateway determination advising to proceed with the planning proposal from DP&E, it will be referred to NSW Roads and Maritime Service for comments.

Flooding

The site is not affected by the 1 in 100 year flood.

Flora and Fauna

The planning proposal does not contain a flora and fauna report or statement. The Terrestrial Biodiversity Map of the LEP does not identify any areas of significant vegetation, remnant vegetation or connection between significant vegetation on the site.

The applicant states that there is no critical habitat or endangered species evident on the site.

Agricultural Land Classification

The northern site is shown as being Agriculture Land Classification 3 on maps prepared by the former NSW Department of Agriculture. This land is described by the classification system as being:

- "3. *Grazing land or land well suited to pasture improvement. It may be cultivated or cropped in rotation with pasture. The overall production level is moderate because of edaphic or environmental constraints. Erosion hazard, soil structural breakdown and other factors including climate may limit the capacity for cultivation; and soil conservation or drainage works may be required.*"

The northern site has not been used for any agricultural purposes in the recent past and is adjacent to the Richmond's larger industrial precinct with easy access to public transport system and road transport network and other public amenities. It has a significant urban development potential and therefore more economical and sustainable development can be achieved should this part of the site be rezoned to IN2 Light Industrial as proposed in the planning proposal.

The southern site is shown as being Agriculture Land Classification 3 and 5 on maps prepared by the former NSW Department of Agriculture. This land is described by the classification system as being:

- "3. *Grazing land or land well suited to pasture improvement. It may be cultivated or cropped in rotation with pasture. The overall production level is moderate because of edaphic or environmental constraints. Erosion hazard, soil structural breakdown and other factors including climate may limit the capacity for cultivation; and soil conservation or drainage works may be required.*
5. Land unsuitable for agriculture or at best suited only light grazing. Agricultural production is very low to zero as a result of severe constraints, including economic factors, which preclude land improvement."

The southern site with good access to public transport system, regional road transport network and other public amenities being used for commercial purposes for many years and its close proximity to the Richmond's larger industrial precinct and also has a good urban development potential. Therefore, more economical and sustainable development can be achieved should the southern site be rezoned to IN2 Light Industrial as proposed in the planning proposal.

Heritage

The subject property is not listed as a heritage item in Schedule 5 Environmental Heritage of the LEP (Schedule 5) or identified as an archaeological site. However both northern and southern sites directly adjoin the heritage item no.193 known as 'Avenue of plane trees along eastern approach to Richmond'. This is listed as a local heritage item in Schedule 5 Environmental Heritage of the LEP. The likely impact of any future development of the site on the significance or setting of the Avenue of plane trees along eastern approach to Richmond can be assessed when Council determines a development application for the site.

Conformance to the Hawkesbury Community Strategic Plan

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

- Plan for a range of industries that build on the strengths of the Hawkesbury to stimulate investment and employment in the region.
- Offer an increased choice and number of local jobs and training opportunities to meet the needs of Hawkesbury residents and to reduce their travel times.
- Help create thriving town centres, each with its own character that attracts residents, visitors and businesses.

Financial Implications

The applicant has paid the planning proposal application fees required by Council's Fees and Charges for the preparation of a local environmental plan.

Conclusion

The assessment of the planning proposal with regard to the matters considered in this report reveals that the subject site has the potential for some form of industrial development and the planning proposal has some merit.

It is recommended that Council support amending the LEP as explained in this report to allow the subject land to be developed for light industrial purposes.

The following matters discussed in this report and/or any other additional studies or investigations required by a Gateway determination issued by the DP&E in respect of this planning proposal will need to be undertaken by the applicant and/or Council as specified in the determination prior to finalisation of the proposed amendment to the LEP:

- a) Acid sulfate soil study
- b) Consultation with the Department of Defence, NSW Roads and Maritime Services, the NSW Trade and Investment, Sydney Water, Integral Energy and Telstra Co-operation prior to public exhibition of the planning proposal.

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.

ORDINARY MEETING

Meeting Date: 25 August 2015

RECOMMENDATION:

That:

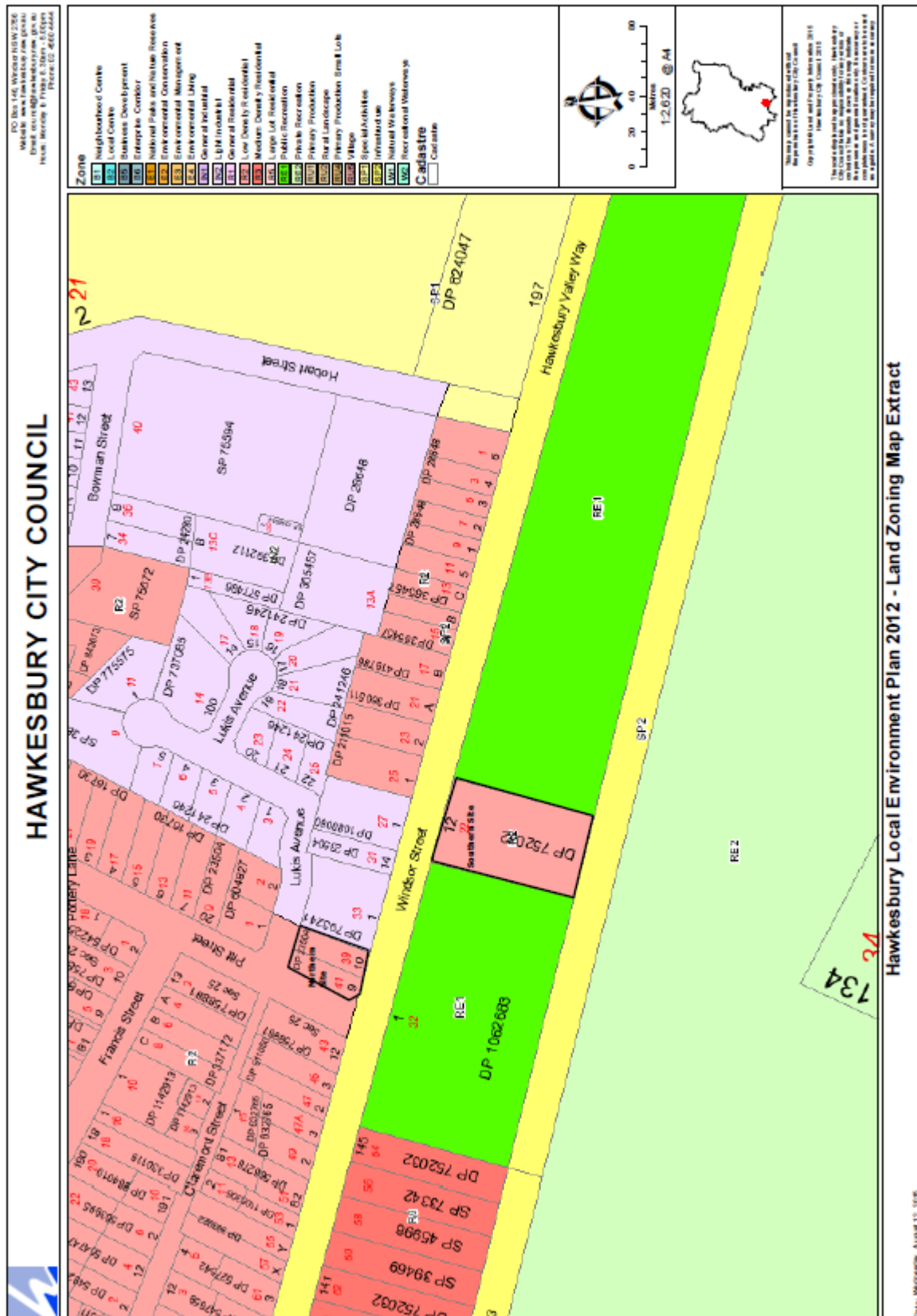
1. Council support the preparation of a planning proposal to:
 - a) Amend the Land Zoning Map of Hawkesbury Local Environmental Plan 2012 to change the current R2 Low Density Residential zoning of the subject site and part of Lukis Avenue to IN2 Light Industrial.
 - b) Amend the Height of Buildings Map of Hawkesbury Local Environmental Plan 2012 to remove the current 10m maximum permissible height provision applying to the site and part of Lukis Avenue to ensure consistency with industrial zoned land within Hawkesbury Local Government Area.
 - c) Amend the Lot Size Map of Hawkesbury Local Environmental Plan 2012 to remove the current 450m² minimum lot size provision applying to the site and part of Lukis Avenue to ensure consistency with industrial zoned land within Hawkesbury Local Government Area.
2. The planning proposal be forwarded to the Department of Planning and Environment with a request for a 'Gateway' determination.
3. The Department of Planning and Environment be advised that Council wishes to request a Written Authorisation to Exercise Delegation to make the Plan.

ATTACHMENTS:

- AT - 1** Current Land Zoning Map Extract - Subject Site and Surrounding Properties
- AT - 2** Proposed Land Zoning Map
- AT - 3** Proposed Lot Size Map
- AT - 4** Proposed Height of Buildings Map

Meeting Date: 25 August 2015

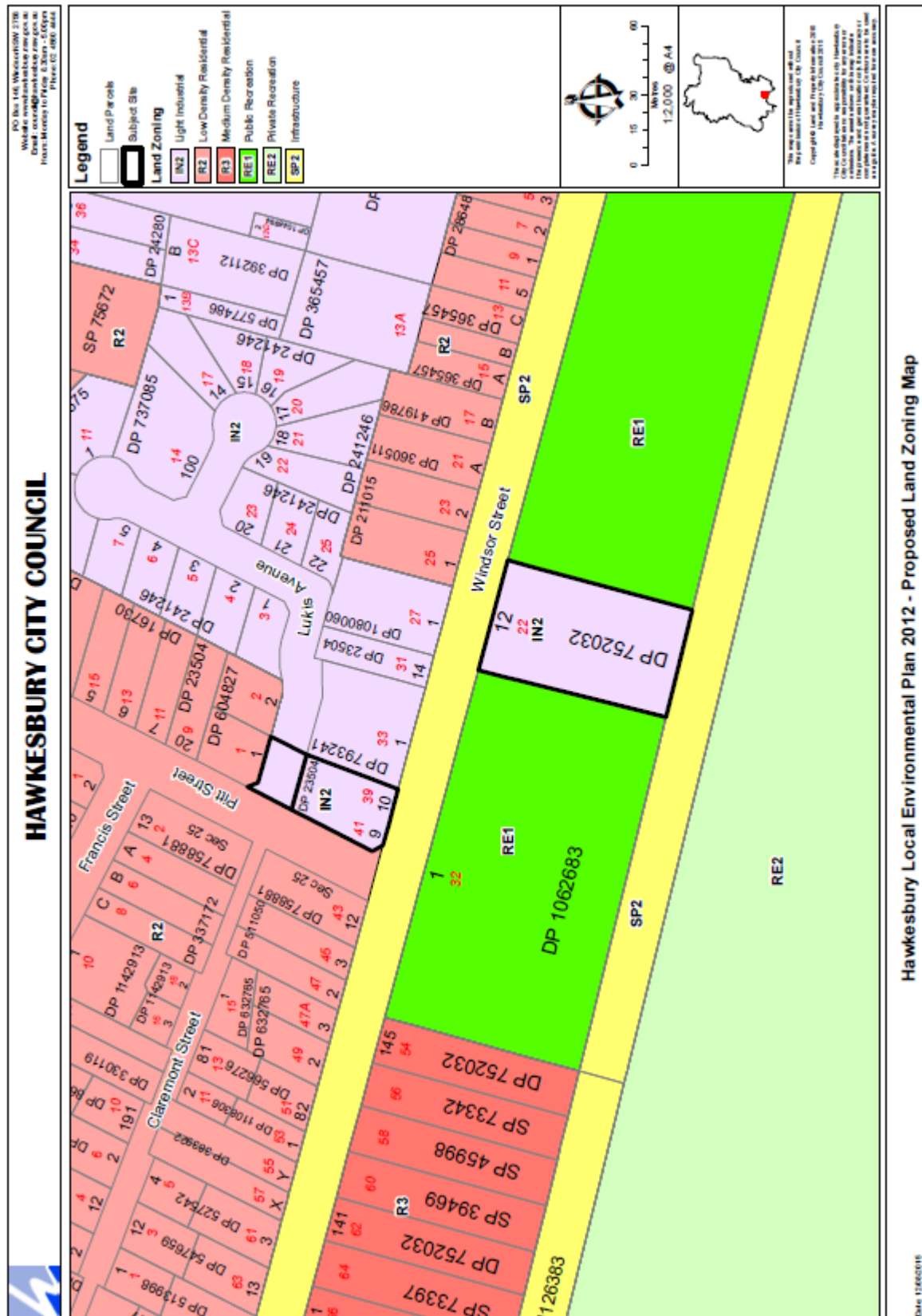
AT - 1 Current Land Zoning Map Extract - Subject Site and Surrounding Properties



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AT - 2 Proposed Land Zoning Map



Meeting Date: 25 August 2015

HAWKESBURY CITY COUNCIL

40 Box Hill Westend NSW 2178
 Tel: 02 9630 4000 Fax: 02 9630 4001
 Email: council@hawkesbury.nsw.gov.au
 From: Monday to Friday 8.30am - 5.00pm
 Price: \$2.00 per page

Meeting Date: 25 August 2015

HAWKESBURY CITY COUNCIL

Hawkesbury Local Environmental Plan 2012 - Proposed Height of Buildings Map

Legend

- Land Parcels
- Subject Site
- Maximum Building Height (m)
- 10

Scale

0 15 30 45 60 Meters

North Arrow

Inset Map

The map shows the location of Hawkesbury City within New South Wales. The map is titled 'HAWKESBURY CITY COUNCIL' and 'Hawkesbury Local Environmental Plan 2012 - Proposed Height of Buildings Map'.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 25 August 2015

GENERAL MANAGER

Item: 136 **GM - Hawkesbury Tourism Strategy - (79351)**

Previous Item: Item 52, Ordinary (14 April, 2015)
 Item 126, Ordinary (28 June, 2011)

REPORT:

Executive Summary

Supporting Business and Local Jobs is one of the five themes that guide the Hawkesbury Community Strategic Plan 2013-2032 (CSP). The success of the theme is linked to three directions and three strategies outlined in the CSP for the theme; and overall it is about progressing the 'economic development' of the Hawkesbury Local Government Area (LGA) in a more active way by Council in partnership with stakeholders.

One of the Supporting Business and Local Jobs theme's strategies is to promote and progress the LGA as a tourism destination. To this end, the draft Hawkesbury Tourism Strategy (HTS) has been prepared to guide the community's aspirations for attracting visitors to the area to support the local economy over the coming years. Tourism is also seen as a way to help achieve thriving town centres by attracting residents, visitors and businesses, and this is reflected in the Looking after People and Place theme of the CSP. The HTS would be a pillar of the suite of strategic planning documents that guide the CSP.

Council recently considered the HTS at its meeting on 14 April 2015 and resolved to refer it to a Councillor Workshop. The Councillor Workshop was held on Saturday, 27 June 2015, and subsequently Council was updated on the HTS and the Councillor Workshop at its Briefing Session on 7 July 2015.

The Councillor Workshop provided the opportunity for Councillors to consider the HTS with the consultant for the project to discuss a range of tourism questions around tourism trends, tourism consumer behaviour, tourism operator experiences and needs, product development, branding and marketing, tourism industry performance, Council's tourism services and what might Council's role be in a local tourism program. The Workshop enabled Councillors to see the scope of work that has gone into the HTS's preparation, and the strategic and operational directions and strategies the consultant believes Council should be taken into account in Council's tourism program.

Councillor thoughts and ideas from the Workshop have been reviewed and incorporated into the HTS.

It is important that Council has a document that guides its activities in local tourism development, given Council has identified tourism as a key feature of the CSP. The HTS is fundamentally about undertaking local tourism activities, with the local tourism sector, to better position the Hawkesbury LGA for visitors.

It is recommended that Council adopt the HTS, so that tourism development can be progressed by Council's Management.

Consultation

Consultation was undertaken throughout the HTS process with interested residents, community representatives, groups, government agencies, tourism operators and tourism operator groups; and involved a public meeting and group meetings and one on one meetings with stakeholders. These activities were undertaken in an endeavour to ensure the tourism sector could effectively liaise with the consultant.

Background

Council considered the HTS at its meeting on 14 April 2015 and resolved to refer it to a Councillor Workshop. The Councillor Workshop was held on Saturday, 27 June 2015, and subsequently Council was updated on the HTS and the Councillor Workshop at its Briefing Session on 7 July 2015.

A copy of the report on the HTS from the Council meeting of 14 April 2015 and the HTS document (July, 2015) are attached to this report for information.

The Council report provides a brief history of the tourism experience in the Hawkesbury LGA over last 25 years, and outlines the findings and opportunities for the area. It is proposed that the guiding statements for tourism in the LGA be:

Vision: *That the Hawkesbury LGA will be recognised as a major recreational playground for the Greater Sydney region utilising its key strengths of its natural environment, heritage and cultural assets and leveraging off its close proximity to the Sydney CBD.*

Mission: *Hawkesbury City Council, in partnership with its tourism stakeholders, will position and develop the Hawkesbury as a highly attractive destination for a number of quality nature and cultural based experiences aimed at generating significant economic benefit for the local community.*

The HTS's action plan has five foundation direction themes that should be addressed to progress the 'business of tourism' in the LGA, being:

1. Hawkesbury Tourism Working Group
2. Development of a new Hawkesbury Brand
3. Development of a communication/digital Platform
4. Product Development
5. Visitor Information Centre.

The HTS document outlines the key strategies and tasks for the action directions and the priority actions to be undertaken, such as establishing the Tourism Working Group.

It is noted that Council's approach to tourism has been to support the various local tourism groups and bodies over the years. These groups have mainly undertaken marketing and promotional and networking opportunities. Support of such groups has been the approach of all levels of government in the past. However, it is now considered important that a council is involved in the support and development of tourism in its area, to help get the balance right between residents, businesses and visitors and public and private spaces that visitors wish to enjoy.

The HTS was prepared by The Stafford Group, a well renowned tourism and strategic management consultancy that is accredited by both Tourism Australia and Destination NSW for the development of a range of tourism documents. The Stafford Group has specialised skills in tourism sector engagement. These skills were well received and appreciated in the consultation process for the HTS by stakeholders.

The Councillor Workshop provided the opportunity for Councillors to meet as a group and discuss the HTS with the consultant and senior staff and talk about tourism strategies and operational matters. Those that could not make the Workshop were given the opportunity to provide their thoughts and ideas to the workshop process, which was also possible at the Councillor Briefing Session on 7 July 2015.

Conclusion

The HTS will be a framework to guide local tourism development in the Hawkesbury LGA. It will give focus to Council's tourism program at a strategic and operational level and will be the engagement mechanism with the local tourism sector which has indicated it would like to progress tourism in a new way with Council. It includes a number strategies and ideas to help better position the Hawkesbury in the tourism market and in response to tourism consumer behaviour. Whilst the Hawkesbury LGA is unlikely to be a major tourism destination such as Sydney or the Gold Coast, for reasons including its positioning in the Sydney Region, it can be more effective in the way it responds to tourist interests to attract a fair share of visitors and Council needs to be involved to help this occur.

It is considered that the HTS would address directions articulated in the CSP and should now be adopted by Council.

Conformance to the Hawkesbury Community Strategic Plan

The proposal is consistent with the Supporting Business and Local Jobs Directions Statements:

- Plan a range of industries that build on the strengths of the Hawkesbury to stimulate investment and employment in the region.
- Offer an increased choice and number of local jobs and training opportunities to meet the needs of Hawkesbury residents and to reduce their travel times.
- Help create thriving town centres, each with its own character that attracts residents, visitors and businesses.

and is also consistent with the nominated strategy in the CSP being:

- Differentiate, brand and promote the Hawkesbury as a tourism destination

and is also consistent with a number of goals in the CSP being:

- Increase level of GDP from tourism.
- Have expanded, sustainable and growing industry base.
- Stronger broader range of sustainable businesses.
- Skills development and training opportunities are available locally.

Financial Implications

Funds will be available in Service 140 - Strategic Activities of the 2015/2016 Operational Plan to commence priority items of the HTS with funding for the implementation actions to be considered in future budgets.

ORDINARY MEETING

Meeting Date: 25 August 2015

RECOMMENDATION:

That:

1. The information regarding the development of a Hawkesbury Tourism Strategy be received and noted and that the Hawkesbury Tourism Strategy as attached to the report be adopted.
2. Council progress the priority actions of the Hawkesbury Tourism Strategy subject to availability of funding.
3. Council consider an annual report on the progress of the Hawkesbury Tourism Strategy at the appropriate time.
4. Council establish a Hawkesbury Tourism Working Group to specifically inform and support the progression of the Hawkesbury Tourism Strategy and a further report be submitted to Council regarding the membership and activities of the Group.

ATTACHMENTS:

AT - 1 Draft Hawkesbury Tourism Strategy, July 2015 (prepared by The Stafford Group) - (*Distributed under separate cover*)

AT – 2 Hawkesbury Tourism Strategy - Report of Council Meeting of 14 April 2015

ORDINARY MEETING

Meeting Date: 25 August 2015

AT – 2 Hawkesbury Tourism Strategy - Report of Council Meeting of 14 April 2015

Item: GM - Hawkesbury Tourism Strategy - (79351)

Previous Item: Item 126, Ordinary (28 June, 2011)
Item 54, Ordinary (10 March 2009)

REPORT:

Executive Summary

Supporting Business and Local Jobs is one of the five themes that guides the Hawkesbury Community Strategic Plan 2013-2032 (CSP). The success of the theme is linked to three directions and three strategies outlined in the CSP for the theme; and overall it is about progressing the 'economic development' of the Hawkesbury local government area (LGA) in a more active way by Council in partnership with stakeholders.

One of the Supporting Business and Local Jobs theme's strategies is to promote and progress the LGA as a tourism destination. To this end, the draft Hawkesbury Tourism Strategy (HTS) has been prepared to guide the community's aspirations for attracting visitors to the area to support the local economy over the coming years. Tourism is also seen as a way to help achieve thriving town centres that attract residents, visitors and businesses, which is reflected in the Looking after People and Place theme of the CSP; and the HTS would be a pillar of Council's suite of strategic planning documents informing the CSP.

Council's tourism activities have been at an operational level over the years, generally being visitor services via the Visitor Information Centre (VIC), membership of local tourism groups and some promotional and market development (available funding opportunities from the Australian and NSW Governments). These activities have been informed by local tourism groups and operators, who have seen this as the best way to attract and support visitors. Yet, tourism's performance in the local economy has been mixed over the years from anecdotal commentary and broad tourism data indicators. Tourism operators and groups believe more should be done locally and by Council to grow the sector, notwithstanding the other industries sectors in the local economy and the NSW Government's priorities for regional tourism investment and industry development. Tracking tourism performance is difficult to measure when Council's operational activities occur without a strategic vision and directions that are shared by the Council and stakeholders.

The HTS looks beyond the traditional approach to tourism to consider the facts, figures and trends that will influence what type of tourism destination the LGA will be. The HTS considers the directions and actions that Council should lead, with the support of stakeholders, to better position the LGA for its likely tourism future based on consumer interests and needs. It adopts an economic development approach to implementing the HTS so that any investment decisions and program activities occur with an understanding of the role of the LGA in the broader tourism market on the edge of the fast growing urban Sydney Region.

The HTS document has undertaken background research and stakeholder engagement to inform a proposed tourism vision and directions for the LGA. The action plan has five foundation direction themes that should be addressed to progress the 'business of tourism' in our LGA.

Consultation

Consultation was undertaken during the HTS process with interested resident's community representatives, government agencies, tourism operators and tourism operator groups. A public meeting was held in April 2014 prior to development of the vision and action plan to involve stakeholders. This was complemented with meetings with tourism groups, tourism operators and representatives and NSW Government agencies, during both sections of the strategy and there was an open-telephone approach with the consultant, noting the history to Hawkesbury tourism. These activities were undertaken in an endeavor to ensure the tourism sector could effectively liaise with the consultant.

Background

Council has been involved in tourism activities at an operational level since the mid-1980s. This has mainly been in visitor services, funding the VIC through initially a Council service model and then an external service provision model under agreement with a local tourism group, Tourism Hawkesbury Incorporated (THI), now Hills Hawkesbury and Riverland Tourism Incorporated (HHART) and a business group, Hawkesbury City Chamber of Commerce (HCCC). As promotional and marketing activities became the focus of tourism delivery, the operators of the VIC coordinated some promotion and marketing activities, product development and placed-based tourism website. During the years THI operated the VIC, Councillor delegates attended THI's Board meetings to have input into the VIC's annual business plans. Council resumed operation of the VIC in June 2007, due to performance matters associated with the then external service operator (HCCC). At this time, Council Management reviewed and rebuilt the VIC to continue the service level delivered by the VIC.

The VIC has been in operation for over 25 years and is one of the longest serving VIC's in NSW. The public makes use of the VIC for different visitor services, for example local knowledge and advice, maps, brochures, bookings, events, tours, accommodation, directions, local guides and business operator support.

Council at its meeting on 30 October, 2007, decided to operate the VIC during 2008, while exploring other possibilities for the VIC, including marketing activities with THI as it became HHART with a regional focus and its interest in running the VIC again, and liaising with adjoining councils to work with them on a regional approach to tourism on shared projects, marketing and strategic tourism activities. A number of reports on tourism were presented to Council during 2008 and 2009, while it considered its initial thoughts around the VIC and partnership opportunities for tourism marketing and projects in the region. This led to Council's resolution of 10 March, 2009, being:

"That as part of its Tourism Program for the area, Council:

- 1. Continue to operate the Visitor Information Centre at Clarendon for up to two years, during which time monitor the situation regarding possible alternate operators and, if appropriate, review the situation as it relates to the delivery model.*
- 2. Prepare a tourism strategy for the Hawkesbury Local Government Area to guide future directions, including Council activities and its response to the tourism market."*

In regard to part (2) of the resolution, the value in a strategic approach to tourism, one that is informed by the latest thinking on tourism management and the future needs for visitors, operators, product development, digital communication, visitors services, branding and marketing, tourism trends and consumer behavior was acknowledged. Funds were made available in the 2011/2012 Budget, given the timing of the budget preparation process and other program priorities of the Management Plan.

Council at its meeting on 28 June 2011, reaffirmed its commitment to operate the VIC as the preferred model and sought to consider how visitor services could be further development in the forthcoming tourism strategy. The HTS has addressed the visitor services and the VIC in the document.

During 2011 and 2012, Council responded to requests from tourism groups, including Greater Sydney Tourism Incorporated and HHART at an operational level, asking for contributions towards a new Sydney-wide tourism awards; Council's involvement on a new HHART committee, known as Destination Hawkesbury (Council resolution of 28 June, 2011; committee abandoned by HHART via email from then HHART CEO on 30 April, 2012); and a 'famil' project (Council resolution of 27 September, 2011). These requests had an impact on resourcing the HTS; and are mentioned to highlight the nature of tourism, where stakeholder requests for assistance with their activities often occurs. Overall, a strategic vision and direction for tourism in the LGA will better serve the sector, under which tourism actions and activities can be pursued by Council in partnership with stakeholders.

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The development of the HTS was undertaken during 2013 and 2014, with an extended approach to engagement with stakeholders, given the history surrounding tourism in the area, the range of tourism business operators in the area, the size of the LGA and consultant access to stakeholders.

The HTS was prepared by The Stafford Group, a well renowned tourism and strategic management consultancy that is accredited by both Tourism Australia and Destination NSW for the development of a range of tourism documents. The Stafford Group has specialised skills in tourism sector engagement. These skills were well received and appreciated in the consultation process for the HTS by stakeholders. A copy of the HTS is attached as Attachment 1 to the report and a summary of the document is provided below with commentary.

The HTS document is divided into two parts where research and stakeholder engagement is considered to inform the proposed tourism vision and directions and the action plan (destination development strategy). The first part of the HTS includes:

- The context LGA in greater Sydney and tourism markets, tourism contribution to economies, Sydney's population, NSW Government policy, Council and tourism, local sector and tourism
- Demand and supply analysis visitor trends to LGA and generally, visitor expenditure and length of stay, visitor markets to the LGA
- Stakeholder consultation commentary lifestyle operators, more product, fragmented industry, communication, tourism market position, regional alignment, Council support, the land use planning environment, the VIC, leadership role, tourism profile/ place presentation, tourism differentiation, a place based website, restaurants and cafes
- Visitor Information Services overview of VIC visitor usage, operating hours, costs and expenditure, comparative analysis with other VICs
- Challenges ageing population, greater Sydney's housing focus and tourism needs, water ways and ecosystems, tourism infrastructure, transport services. Tour operator interest, produce markets, VIC location, new tourism product, aviation and RAAF Base Richmond, partnership with NPWS, accommodation occupancy levels, lifestyle operators, community awareness, towns and villages differentiation, larger visitor experiences/ anchor events, media database.

The tourism key findings for the LGA include:

- The primary challenge is that the LGA is in close proximity to Sydney CBD, making the area accessible, but not far enough away to be regarded as a destination in its own right for the greater Sydney visitor market;
- The local tourism sector comprises small - medium sized tourism businesses with a number of these being lifestyle operators;
- The Hawkesbury tourism brand is associated primarily with the river, but it is only a small component of the area message for tourism and is not easily accessible. The brand positioning needs to convey a regional destination message, as the most accessible regional destination to Sydney;
- The local tourism sector has struggled over some time to achieve a collective way forward through cooperative marketing campaigns, regional events and other initiatives;

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- Council will need to play a role to focus industry efforts, provide enhanced visitor services and to support destination based infrastructure and desired outcomes in the context of Sydney metropolitan planning for Western Sydney;
- Whilst HHART has marketed the Hawkesbury as part of its broader destination marketing message, sufficient outcomes to enable the Hawkesbury to flourish as a tourism destination have been difficult to achieve. Stakeholders don't see the synergy between The Hills area and the LGA's tourism products;
- The local tourism sector and Council need to form a far more effective working partnership to grow the visitor economy and support industry initiatives to a greater extent;
- Council was not perceived as being supportive of tourism, notwithstanding the 'hands off' approach to allow the local sector to determine its own pathway forward, with the support the VIC. Council needs to reengage and industry needs to be prepared to work in partnership with Council going forward;
- There is stakeholder expectation that unless Council takes a strong lead and plays an active role that opportunities will not come to fruition;
- NSW National Parks and Wildlife Service (NPWS), should be a key partner for LGA tourism,
- The residential priorities of the NSW Government makes it more challenging to position the LGA as a tourist destination with major surrounding urban expansion;
- Whilst some local based events have managed to grow organically, historically a number of events held in the LGA have struggled to maintain momentum and ongoing support.

Opportunities have been identified for the LGA that should be considered and include:

- Hawkesbury Tourism Working Group
- Development of a tourism brand for the Hawkesbury LGA
- Tourism positioning for the Hawkesbury LGA's nodes/hubs
- Development of a communication/digital platform
- Technology solution for visitor services
- National orienteering course
- Recognition of Council's role in tourism
- Development of new experiences/attractions and events
- Grow the equine industry
- Pet Friendly Tourism
- Art/sculpture trails
- Packaging of product
- Marketing the value of tourism
- Development of a major new visitor experience.

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The proposed guiding statement for tourism in the LGA is:

Vision: *That the Hawkesbury LGA will be recognised as a major recreational playground for the Greater Sydney region utilising its key strengths of its natural environment, heritage and cultural assets and leveraging off its close proximity to the Sydney CBD.*

Mission: *Hawkesbury City Council, in partnership with its tourism stakeholders, will position and develop the Hawkesbury as a highly attractive destination for a number of quality nature and cultural based experiences aimed at generating significant economic benefit for the local community."*

The action plan has five foundation direction themes that should be addressed to progress the 'business of tourism' in our LGA, being:

1. Hawkesbury Tourism Working Group
2. Development of a new Hawkesbury Brand
3. Development of a communication/digital Platform
4. Product Development
5. Visitor Information Centre

The HTS document outlines the key strategies and tasks for the action directions and the priority actions to be undertaken, like establishing the working group.

Strategic planning is about understanding the decisions that need to be made for the future. For tourism development, it's about understanding the issues in the local economy (strengths, weakness, opportunities and threats) and making decisions to help grow the sector through Council's leadership with stakeholders.

Comment

The work of the first part of the HTS has been a detailed review of the local tourism experience with a view to formulating a strategy that considers the strengths, weakness, opportunities and threats. The focus has been on supporting the tourism sector via visitor services at the VIC and responding to requests at the operational level. The work in the first part of the HTS, with many views gathered, confirms a new approach is required and one where the tourism market and visitors and the Hawkesbury LGA position in the market with likely visitor trends is better understood. While locally it is known that the Hawkesbury LGA is a great place to visit, the strategy needs to focus on visitor attraction and trends and the experiences the tourists are looking for. The impending population growth in Western Sydney is likely to be an ongoing basis for growing a segment of tourism locally.

The findings of the first part of the HTS and the proposed vision may not be new to Councillors who have been involved in tourism over the years. However, the work needed to be completed to provide an account of what has transpired over the years, to inform the direction to be taken to support the business of tourism, and to engage stakeholders.

The vision serves to reinforce the strengths of the LGA to visitors and provides scope for a range of activities to be undertaken under it. The vision has been explored by the local tourism sector in the past and the message is correct, but it has fallen down in its execution and communication with visitors and perhaps timing was not right. With the impending urban expansion of Western Sydney the ability to recreate in the LGA could be a market advantage, provided Council and the sector work together on visitor attraction, services and infrastructure.

The action plan focuses on five foundation direction themes for managing tourism in our LGA.

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The initial working group theme would provide an important communication channel with the local tourism sector, which wishes to reengage with Council and work with Council on shared strategic tasks to develop the sectors contribution to the local economy. It is noted that tourism groups have their place and will continue to work with the sector in their area of activities like marketing, industry information and business networking.

Tourism branding would provide the umbrella message required to better communicate the LGA as a tourism location to the tourism market; and address the better known understanding of the Brooklyn end of the Hawkesbury River by the majority of Sydney-siders. This is important in the competitive tourism market where there are many brands. Council and the tourism sector needs to be involved in the review of the brand for the Hawkesbury location, so that it has ownership and adds value to both parties and can be promoted to visitors.

A communication/digital platform theme is essential to support the VIC and the local tourism sector. The need for a place-based website and online presence is required to help attract visitors to the LGA. The current Hawkesbury Tourism website was inherited from the previous VIC operator and whilst reviewed over time has become somewhat outdated. The tourism industry and travellers have been fast to take up digital technology and mobile devices to make the travel experience more convenient.

Product development would provide the missing link often overlooked in tourism programs, which tend to focus on visitor services and marketing to support the tourism sector. However, more attention is required on the supply side of the equation to attract visitors and to give them a reason for visiting. A number of product ideas are proposed to be explored by the consultant that should appeal to visitors and give the LGA and local tourism operators a point of difference.

With regard to the VIC, it is noted Council wished to explore its operation via the HTS. This has been undertaken with VIC operational data since Council has been in charge. Data prior to this is not available from the previous operators. The comparison with a selection of VICs across the country gives us an idea of how the VIC is tracking on some tourism measures. But, a more detailed assessment across tourism and business measures should be undertaken.

Conclusion

The HTS would be a framework to guide local tourism development in the Hawkesbury LGA. It will give focus to Council's tourism program at a strategic and operational level and would be the engagement mechanism with the local tourism sector which has indicated it would like to progress tourism in a new way with Council. It is considered that the HTS would address directions articulated in the CSP and should be adopted to enable Council Management to progress the HTS in the tourism program.

Conformance to the Hawkesbury Community Strategic Plan

The proposal is consistent with the Supporting Business and Local Jobs Directions Statements:

- Plan a range of industries that build on the strengths of the Hawkesbury to stimulate investment and employment in the region.
- Offer an increased choice and number of local jobs and training opportunities to meet the needs of Hawkesbury residents and to reduce their travel times.
- Help create thriving town centres, each with its own character that attracts residents, visitors and businesses.

and is also consistent with the nominated strategy in the CSP being:

- Differentiate, brand and promote the Hawkesbury as a tourism destination

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and is also consistent with a number of goals in the CSP, being:

- Increase level of GDP from tourism
- Have expanded, sustainable and growing industry base
- Stronger broader range of sustainable businesses
- Skills development and training opportunities are available locally

Financial Implications

There are no funding implications associated directly with this report at this stage. Some funds have been made available in the Strategic Activities component of the 2014/2015 Operational Plan to commence priority items of the HTS. However, funding for the implementation actions would need to be considered in future budgets.

RECOMMENDATION:

That Council:

1. Note the information in the report regarding the development of a Hawkesbury Tourism Strategy.
2. Adopt the Hawkesbury Tourism Strategy as attached to the report.
3. Progress the priority actions of the Hawkesbury Tourism Strategy subject to availability of funding.
4. Consider an annual report on the progress of the Hawkesbury Tourism Strategy at the appropriate time.
5. Establish a Hawkesbury Tourism Working Group to specifically inform and support the progression of the Hawkesbury Tourism Strategy and a further report be submitted to Council regarding the membership and activities of the group.

ATTACHMENTS:

AT - 1 Draft Hawkesbury Tourism Strategy, March 2015 (prepared by The Stafford Group) - *(Distributed under separate cover)*

oooO END OF REPORT Oooo

ORDINARY MEETING

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CITY PLANNING

Item: 137 **CP - Delivery Program 2013-2017 - End of Financial Year Progress Report 1
July 2014 to 30 June 2015 - (95498, 124414)**

REPORT:

Executive Summary

The purpose of this report is to inform Council of progress in implementing Council's Delivery Program 2013-2017 for the period 1 July 2014 to 30 June 2015.

Consultation

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

Background

Council's Delivery Program 2013-2017 details the principal activities to be undertaken by Council over a four year period to implement the strategies of the Hawkesbury Community Strategic Plan 2013-2032.

Section 404 of the *Local Government Act 1993* requires that "regular progress reports are provided to the council reporting as to its progress with respect to the principal activities detailed in its delivery program. Progress reports must be provided "at least every 6 months". The Delivery Program states that the projects, programs and activities of the relevant Operational Plan will be used as the basis of this report.

The Operational Plan 2014/2015 commenced on 1 July 2014. The table attached to this report shows the progress in achieving the Delivery Program activities for the period 1 July 2014 to 30 June 2015.

Conformance to the Hawkesbury 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 nominated strategy in the CSP being:

- Achieve community respect through good corporate governance and community leadership and engagement

Financial Implications

There are no funding implications from the preparation of this report.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

AT - 1 Delivery Program 2013–2017 Progress Report: 1 July 2014 to 30 June 2015 - (*Distributed Under Separate Cover*)

oooO END OF REPORT Oooo

ORDINARY MEETING**Meeting Date:** 25 August 2015**SUPPORT SERVICES****Item: 138****SS - Monthly Investments Report - July 2015 - (96332, 95496)****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 \$41.40 million in investments at 31 July 2015.

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 \$41.40 million in investments as at 31 July 2015. 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								
CBA	A1+	AA-			1.75%	2,100,000	5.07%	
Total On-call Investments								2,100,000
Term Investments								
ANZ	A1+	AA-	06-Aug-14	06-Aug-15	3.70%	2,000,000	4.83%	
ANZ	A1+	AA-	20-Aug-14	19-Aug-15	3.71%	2,000,000	4.83%	
ANZ	A1+	AA-	03-Sep-14	02-Sep-15	3.73%	1,000,000	2.42%	
Bankwest	A1+	AA-	14-May-15	21-Oct-15	3.00%	1,500,000	3.62%	
Bankwest	A1+	AA-	08-Jul-15	04-Nov-15	2.90%	1,000,000	2.42%	
CBA	A1+	AA-	19-Mar-15	21-Oct-15	3.05%	1,000,000	2.42%	
CBA	A1+	AA-	01-Apr-15	02-Oct-15	2.98%	2,000,000	4.83%	
CBA	A1+	AA-	08-Apr-15	07-Oct-15	3.02%	1,000,000	2.42%	
CBA	A1+	AA-	08-Apr-15	07-Oct-15	3.02%	500,000	1.21%	
NAB	A1+	AA-	21-Aug-13	19-Aug-15	4.25%	1,000,000	2.42%	
NAB	A1+	AA-	03-Sep-13	02-Sep-15	4.10%	2,000,000	4.83%	
NAB	A1+	AA-	03-Sep-14	02-Sep-15	3.65%	500,000	1.21%	
NAB	A1+	AA-	03-Oct-14	07-Oct-15	3.59%	1,000,000	2.42%	
NAB	A1+	AA-	15-Oct-14	07-Oct-15	3.60%	500,000	1.21%	
NAB	A1+	AA-	06-May-15	13-Jan-16	2.93%	1,000,000	2.42%	
NAB	A1+	AA-	06-May-15	13-Jan-16	2.93%	1,000,000	2.42%	

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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 \$
NAB	A1+	AA-	24-Feb-15	24-Feb-16	3.15%	1,000,000	2.42%	
NAB	A1+	AA-	24-Feb-15	24-Feb-16	3.15%	1,000,000	2.42%	
NAB	A1+	AA-	27-Feb-15	02-Dec-15	3.14%	2,000,000	4.83%	
NAB	A1+	AA-	04-Mar-15	02-Mar-16	3.13%	2,000,000	4.83%	
NAB	A1+	AA-	06-May-15	04-May-16	2.93%	2,000,000	4.83%	
NAB	A1+	AA-	08-Jul-15	06-Jul-16	3.00%	2,000,000	4.83%	
Westpac	A1+	AA-	16-Feb-15	19-Aug-15	3.25%	2,000,000	4.83%	
Westpac	A1+	AA-	04-Feb-15	04-Feb-16	3.40%	1,000,000	2.42%	
Westpac	A1+	AA-	27-May-15	02-Mar-16	3.05%	1,300,000	3.14%	
Westpac	A1+	AA-	20-May-15	16-Mar-16	3.05%	2,000,000	4.83%	
Westpac	A1+	AA-	02-Jun-15	30-Mar-16	3.05%	2,000,000	4.83%	
Westpac	A1+	AA-	10-Jun-15	06-Apr-16	3.05%	2,000,000	4.83%	
Total Term Investments								39,300,000
TOTAL INVESTMENT AS AT 31 July 2015								41,400,000

Performance by Type

Category	Balance \$	Average Interest	Bench Mark	Bench Mark %	Difference to Benchmark
Cash at Call	2,100,000	1.75%	Reserve Bank Cash Reference Rate	2.00%	-0.25%
Term Deposit	39,300,000	3.25%	UBS 90 Day Bank Bill Rate	2.15%	1.10%
Total	41,400,000	3.18%			

Restricted/Unrestricted Funds

At the time of preparing the report, finalised Reserves balances were not available as year end accounting adjustments were still in progress.

Investment Commentary

The investment portfolio decreased by \$3.70 million for the month of July 2015. During July 2015, income was received totalling \$6.28 million, including rate payments amounting to \$1.59 million, while payments to suppliers and staff costs amounted to \$9.83 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.

Council has a loan agreement for an amount of \$5.26 million under the Local Government Infrastructure Renewal Scheme (LIRS). The full amount was drawn down upon signing the agreement in March 2013, with funds gradually being expended over the period during which the program of works is being delivered. The loan funds have been placed in term deposits, with interest earned on unexpended invested loan funds being restricted to be used for works relating to the LIRS Program projects.

As at 31 July 2015, Council's investment portfolio is all invested with major Australian trading banks or wholly owned subsidiaries of major Australian trading banks and in line with Council's Investment Policy.

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.

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Council's investment portfolio complies with Council's Investment Policy, adopted on 30 June 2015.

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.

Conformance to the Hawkesbury Community Strategic Plan

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

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

Financial Implications

Funds have been invested with the aim of achieving budgeted income in 2015/2016.

RECOMMENDATION:

The report regarding the monthly investments for July 2015 be received and noted.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 25 August 2015

Item: 139

SS - 2014/2015 Operational Plan - Re-votes - (95496)

REPORT:

Executive Summary

The purpose of this report is to seek Council's approval to carry over funds uncommitted as at 30 June 2015 for works approved within adopted Operational Plans and subsequent Quarterly Budget Reviews.

Consultation

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

Background

Council adopted its Operational Plan for 2014/2015 on 17 June 2014. The Operational Plan was amended as necessary with amounts carried over from the previous financial year and through Quarterly Budget Reviews adopted by Council throughout the year. The 2014/2015 amended Operational Plan included funding for projects that as at 30 June 2015 were not fully expended.

As at 30 June 2015, projects and works amounting to \$0.3M had not commenced, nor had been committed. In accordance with Clause 211 of the Local Government (General) Regulation 2005 (the Regulation), Council is required to re-vote these projects and associated amounts. These projects and works will be required to be undertaken in the 2015/2016 year, and the re-voting of funds will enable the expenditure to occur without having a financial impact on the 2015/2016 adopted Operational Plan.

Projects recommended to be re-voted, and the cause of the delay in commencement, are as follows:

- *Flood Management Study, Lower MacDonald River* - \$30,000 – Funds are required to match grant funding.
- *Vehicles* – \$246,560 – Replacement of some vehicles has been delayed due to a transition of vehicle models. The new models are now available and orders will be submitted as soon as possible. Three vehicles did not require replacement during 2014/2015 as forecasted, but will require replacement during 2015/2016.
- *State of the Environment Report* – \$19,983 – The State of the Environment Report is required to be included in the 2014/2015 Annual Report. The engagement of a consultant was deferred due to legislation changes impacting on reporting requirements. The engagement of the consultant will occur shortly as the report is required to be completed by 30 November 2015.

Unspent funds relating to projects committed in line with the requirements of Clause 211 of the Regulation do not lapse at the end of the financial year, and therefore do not require Council approval to be carried over.

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Funding approved in a financial year may not necessarily align with the full delivery of works in the same year, resulting in projects and works being in progress, but not financially finalised, as at the end of a financial year. The total value of the 2014/2015 funds required to be carried over to the 2015/2016 financial year is \$10.1M, of which projects and works totalling \$7.1M were in progress and financially started as at 30 June 2015. These works will proceed as already adopted as part of the 2014/2015 Operational Plan and subsequent Budget Reviews. Also included are other projects and works totalling \$2.7M, where contractual commitments have been made with suppliers through purchase orders and/or otherwise have practically commenced. These works will also proceed as already adopted as part of the 2014/2015 Operational Plan and subsequent Budget Reviews.

Conformance to the Hawkesbury Community Strategic Plan

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

- The Council 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 nominated strategy in the Hawkesbury Community Strategic Plan being:

- Improve financial sustainability.

Financial Implications

Funding requested to be re-voted and carried over to the 2015/2016 financial year was adopted as part of the 2014/2015 Operational Plan and subsequent Quarterly Budget Reviews. The amounts carried over will be added on to the adopted 2015/2016 Operational Plan to fund the projects carried with a nil financial impact.

RECOMMENDATION:

That the funding for projects detailed within this report, totaling \$296,543, be re-voted and carried over into the 2015/2016 financial year.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING**Meeting Date:** 25 August 2015**Item: 140****SS - Consultants Utilised by Council - 1 January 2015 to 30 June 2015 - (95496)****REPORT:****Executive Summary**

In recent years Council has been provided with reports outlining consultants utilised by Council on a six monthly basis.

The purpose of this report is to provide details of the various firms, or persons, the Council has utilised as consultants for the period from January to June 2015.

Consultation

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

Background

At the meeting of Council held on 14 June 2005, consideration was given to a report regarding the consultants utilised by Council. The report detailed various consultants, the purpose of the engagement, and the expenditure in 2003/2004 and 2004/2005.

Subsequently, in recent years Council has considered reports outlining consultants utilised by Council for six monthly periods, being January to June and July to December each year.

The following table provides details of the various firms, or persons, the Council has utilised as consultants for the period from January to June 2015, detailing the purpose of the consultancies and the amount (excluding GST) paid in this period:

Firm	Purpose	Branch	Authorising Officer	Funding Source	External Requirement	6 Months to 30/06/2015
AAM Pty Ltd	EPA Volume Reporting - HWMF	Waste Management	Manager Waste Management	Internal Reserve	Environment Protection Authority	\$13,800.00
Altstadt Consultants	Heritage Advice	Strategic Planning	Manager Strategic Planning	General Funds/Grant Funds	No	\$997.50
Assetic	Asset Management System Consultancy	Strategic Planning	Manager Strategic Planning	General Funds	No	\$19,093.21
Barker Ryan Stewart	Development Engineering Services	Development Services	Manager Development Services	General Funds	No	\$13,872.40
R & M Brown Consultancy	Condition Audits of Council Properties	Building Services	Manager Building Services	General Funds	No	\$21,165.00
Computer Systems Australia	IT Consultancy Services	Information Services	Manager Information Services	General Funds	No	\$93,998.26

ORDINARY MEETING

Meeting Date: 25 August 2015

Firm	Purpose	Branch	Authorising Officer	Funding Source	External Requirement	6 Months to 30/06/2015
Consulting Earth Scientists Pty Ltd	WMF monthly and quarterly environmental monitoring and Annual Report and Return	Waste Management	Manager Waste Management	Internal Reserve	Environment Protection Authority	\$44,413.62
Graham Edds and Associates	Preparation of Heritage Inventory Sheets	Strategic Planning	Manager Strategic Planning	General Funds/Grant Funds	No	\$9,840.00
Floth Sustainable Building Consultants	Mechanical, Electrical and Hydraulic Services for Richmond Seniors Centre Upgrade	Building Services	Manager Building Services	External Reserve	No	\$2,500.00
Geotech Testing Pty Ltd	Site Classification	Corporate Services and Governance	Manager Corporate Services and Governance	Internal Reserve	No	\$1,850.00
GHD Pty Ltd	WMF Landfill Licencing Risk Assessment	Waste Management	Manager Waste Management	Internal Reserve	No	\$4,804.00
GLN Planning	Preparation of Draft S94 and S94A Contribution Plans	Community Services	Executive Manager Community Partnerships	External Reserve	No	\$7,980.00
Golder Associates	WMF Mulch Sampling and Testing	Waste Management	Manager Waste Management	Internal Reserve	Environment Protection Authority	\$7,546.00
KPMG	Sewerage Scheme Business Review	Waste Management	Manager Waste Management	External Reserve	No	\$14,739.33
Justin Long Design	As-Built Plans Dight Street Offices	Building Services	Manager Building Services	General Funds	No	\$570.00
	Design and Documentation Richmond Seniors Centre Upgrade	Building Services	Manager Building Services	External Reserve	No	\$9,695.00
Lunney Watt & Associates Pty Ltd	Report on Impact of Proposed Easement - Musson Lane Richmond	Corporate Services and Governance	Manager Corporate Services and Governance	General Funds	No	\$600.00
OCP Architects	Heritage Advice	Strategic Planning	Manager Strategic Planning	General Funds / Grant Funds	No	\$5,474.00
The Playground Doctor	Playground Inspections and safety surfacing January – June 2015	Parks and Recreation	Manager Parks and Recreation	General Funds	No	\$5,200.00

ORDINARY MEETING**Meeting Date:** 25 August 2015

Firm	Purpose	Branch	Authorising Officer	Funding Source	External Requirement	6 Months to 30/06/2015
SLR Consulting Australia Pty Ltd	Acoustic services regarding noise complaint South Windsor STP	Waste Management	Manager Waste Management	External Reserve	No	\$3,800.00
Technology One Ltd	IT Consultancy services	Information Services	Manager Information Services	General Funds	No	\$20,363.60
Taylor Lauder Bersten Pty Ltd	Engineering Services Richmond Seniors Centre Upgrade	Building Services	Manager Building Services	External Reserve	No	\$1,740.00
Vital Places Pty Ltd	Prepare & present Big Ideas Workshops and Action Plan	Strategic Planning	Manager Strategic Planning	General Funds	No	\$41,250.00
K D Wood Valuations (Aust) Pty Ltd	Valuation Services for Council owned properties	Corporate Services and Governance	Manager Corporate Services and Governance	General Funds / Internal Reserve	No	\$9,000.00
Workplace Navigation Pty Ltd	Workers Compensation Management Services December 2014 – May 2015	Risk Management	Manager Risk Management	General Funds	No	\$13,300.00
Worley Parsons	Pitt Town Stormwater Strategy Review	Strategic Planning	Manager Strategic Planning	General Funds	No	\$7,200.00
TOTAL						\$374,791.92

Conformance to the Hawkesbury 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.

Funding

This is an information report requested by Council and costs detailed have been met within existing budgets.

RECOMMENDATION:

That the information concerning consultancies utilised by Council during the period January to June 2015 be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 25 August 2015

Item: 141

SS - Pecuniary Interest Returns - Designated Persons - (95496, 96333)

REPORT:

Executive Summary

The Local Government Act, 1993 details the statutory requirements in respect of the lodgement of Disclosure of Pecuniary Interests and Other Matters Returns by Councillors and Designated Persons. This report provides information regarding two Returns recently lodged with the General Manager by Designated Persons. It is recommended that Council note, that the Disclosure of Pecuniary Interests and Other Matters Returns, lodged with the General Manager, have been tabled.

Consultation

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

Background

Section 450A of the Local Government Act, 1993 relates to the register of Pecuniary Interest Returns and the tabling of these Returns, which have been lodged by Councillors and Designated Persons. Section 450A of the Act is as follows:

- "1. The General Manager must keep a register of returns required to be lodged with the General Manager under section 449.
2. Returns required to be lodged with the General Manager under section 449 must be tabled at a meeting of the council, being:
 - (a) In the case of a return lodged in accordance with section 449 (1)—the first meeting held after the last day for lodgement under that subsection, or
 - (b) In the case of a return lodged in accordance with section 449 (3)—the first meeting held after the last day for lodgement under that subsection, or
 - (c) In the case of a return otherwise lodged with the general manager—the first meeting after lodgement."

With regard to Section 450A(1), a register of all Returns lodged by Councillors and Designated Persons, in accordance with Section 449 of the Act, is currently kept by Council as required by this part of the Act.

With regard to Section 450A(2), all Returns lodged by Councillors and Designated Persons, under Section 449 of the Act, must be tabled at a Council Meeting as outlined in subsections (a), (b) and (c).

With regard to Section 450(2) (a), the following Section 449(1) Returns have been lodged:

Position	Return Date	Date Lodged
Library Coordinator	4 May 2015	16 July 2015
Property Officer – Maternity Relief	18 May 2015	18 July 2015

The above Designated Persons have lodged their Section 449(1) Returns prior to the due dates (being three months after the Return Dates), as required by the Act for the receipt of the Returns.

ORDINARY MEETING

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The above details are now tabled in accordance with Section 450A(2) of the Act, and the abovementioned Returns are available for inspection if requested.

Conformance to the Hawkesbury 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.

Financial Implications

No financial implications applicable to this report.

RECOMMENDATION:

That the information be received and noted.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 25 August 2015

Item: 142 **SS - Execution of Agreement to Grant an Easement in Favour of Timedes Pty Limited - 33 Old Bells Line of Road, Kurrajong - (95496, 112106, 22180)**

Previous Item: 179 (Ordinary, 30 September 2014)
 344 (Ordinary, 14 October 2014)

REPORT:

Executive Summary

Council has previously considered a report regarding a staged community title subdivision of Lot 2 DP 6655 being 33 Old Bells Line of Road, Kurrajong.

The subsequent resolution required the developer, Timedes Pty Limited, to enter into a legal agreement with Council. In order for Council to execute the agreement, a resolution to affix the Seal of Council is proposed.

This report recommends that Council agree to affix the Seal of Council to the documentation.

Background

Council at its meeting on 14 October 2014 considered a report regarding DA0466/14 and resolved to approve the application for a staged Community Title subdivision, creating 23 allotments, of Lot 2 DP 6655 being 33 Old Bells Line of Road, Kurrajong.

Condition 13 of that consent states as follows:

"Prior to the Issue of the Construction Certificate the proponent of the development is to enter into an agreement with Hawkesbury City Council ensuring that the proponent is and remains responsible for the upkeep of their infrastructure within Council's road and liable for any rectification works required as a result of the installation of such infrastructure in perpetuity."

In response to this approval condition, Council sought advice from its Solicitors, Marsdens Law Group, regarding the appropriate form of documentation to comply in this regard.

Marsdens Law Group provided advice and a recommendation that an Agreement to Grant an Easement would be the most appropriate document to ensure that Timedes Pty Limited is and remains responsible for the upkeep of their infrastructure within Council's road and liable for any rectification works required as a result of the installation of such infrastructure in perpetuity. As such, Marsdens Law Group were then engaged to prepare the Agreement to Grant an Easement and enter into relevant discussions with Timedes Pty Limited on Council's behalf.

The terms and conditions of the Agreement have since been negotiated with and agreed to by Timedes Pty Limited and, as such, they have executed the Agreement. However, in order for the Agreement to be formalised, authority must be given for the documentation to be executed under the Seal of Council.

ORDINARY MEETING

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RECOMMENDATION:

That authority be given for the Agreement to Grant an Easement, as well as any other necessary documentation in association consent condition No 13 of DA 0466/14, to be executed under the Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 25 August 2015

ordinary

section 4

reports
of committees

ORDINARY MEETING
Reports of Committees

ORDINARY MEETING
Reports of Committees

SECTION 4 - Reports of Committees

ROC Audit Committee Minutes - 27 July 2015 - (91369)

The meeting commenced at 4pm.

Present: Harry Khouri
Ellen Hegarty (Chair)
Councillor Paul Rasmussen

Apologies: Nisha Maheshwari
Councillor Patrick Conolly

In Attendance: Laurie Mifsud - A/General Manager
Steven Kelly - Internal Auditor
Emma Galea - Chief Financial Officer
Dennis Banicevic - Council's External Auditor
Jan Readford - Minute Secretary

REPORT:

RESOLVED on the motion of Councillor Paul Rasmussen and seconded by Mr Harry Khouri that the apologies be accepted.

Attendance Register of Audit Committee

Member	8/10/2014	26/11/2014	25/02/2015	27/05/2015
Councillor Patrick Conolly	A	✓	A	A
Councillor Paul Rasmussen	✓	✓	✓	✓
Councillor Bob Porter (Alternate)	N/A	N/A	N/A	N/A
Ms Ellen Hegarty	✓	✓	✓	✓
Mr Harry Khouri	A	✓	A	✓
Ms Nisha Maheshwari (Chair)	✓	✓	✓	A

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

CONFIRMATION OF MINUTES

RESOLVED on the motion of Councillor Paul Rasmussen and seconded by Ms Ellen Hegarty that the Minutes of the Audit Committee held on the 25 February 2015, be confirmed.

SECTION 3 - Reports for Determination

Item: 1 AC - Status Report - Management Responses to Audit Recommendations - April 2015 - (91369, 95496, 79351)

DISCUSSION:

- Mr Kelly referred to Delegations and the approval of the new software package and advised that implementation will commence when Council's Human Resources Manager returns from leave next week.
- Mr Kelly referred to the Governance Health Check and advised that progress is on track for completion by June 2015.
- Mr Kelly referred to Procurement and advised that a Procurement Steering Committee has now been established and it met for the first time yesterday. Council is now part of a WSROC Procurement Road Map Project and is looking at improvements in the procurement process developed for the WSROC Councils. Ms Galea has restructured Procurement and has introduced a new position for a Tendering and Contracts Officer. Council's tendering process will be centralised under this position. The Tendering OMS procedures are now built and will go to MANEX in the next two weeks.

Ms Galea advised the new templates will make the process easier and will ensure that tenders are all managed the same way. The Tendering and Contracts Officer will assist managers to develop their Requests for Tenders, to ensure procedures are followed, and will later manage the Contract. The specification part of each tender will still be managed by the manager in their area. A time line will be introduced to help with efficiencies in time management, and it will also identify what needs to be considered and at what stage. Staff will be assisted to adapt and with training.

Mr Khouri queried if managers will review their own processes and if consultants used by Council would be centralised. Mr Kelly advised that managers will receive assistance in this process to ensure consistency across the organisation. Ms Galea indicated that Council is reviewing a database module that will be established for Council by the Tendering and Contracts Officer. Council is working to eliminate any risk to Council.

Mr Khouri referred to the length of time it takes to communicate when a number of people across sections are involved. Ms Galea advised the new process will eliminate these issues and make it easier to report to Council.

Mr Khouri enquired about the amount of interest the community has in the Operational Plan. Mr Mifsud advised that as the Operational Plan contains Council's budget and fees and charges for the next year, Council receives a number of submissions each year from the community.

- Mr Kelly referred to Records Management and advised that the process of updating Positions Descriptions will be finalised by July 2015.
- Mr Kelly referred to Business Continuity Management and advised that it is on track.
- Mr Kelly advised that work relating the Developer Contributions commenced last year.

Mr Khouri expressed concern that Council receives Section 94 funds, but does not spend the money, certainly not in South Windsor, and then absorbs the funds into the system.

Mr Mifsud explained that income arising from a Section 94 Plan is quarantined for the delivery of works identified in the Plan.

ORDINARY MEETING
Reports of Committees

- Mr Mifsud advised there is a Voluntary Planning Agreement in place for the North Richmond Redbank development that ensures the appropriate infrastructure is in place in line with the development stages.
- Ms Hegarty enquired if Council had appointed the appropriate officer for coordinating the developer contributions. Mr Mifsud advised there is currently a team in place to deal with Section 94 works and they ensure the Works Program links back to other works programs. The review of Section 94 was conducted by Council's Executive Manager Community Partnerships.

RECOMMENDATION TO COMMITTEE:

That the attached Status Report on Management Responses regarding Audit recommendations be noted.

MOTION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Mr Harry Khouri.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the attached Status Report on Management Responses regarding Audit recommendations be noted.

Item: 2 AC - Draft Internal Audit Operational Plan 2015/2016 - (91369, 95496, 79351)

DISCUSSION:

- Mr Kelly advised that the Internal Audit Operational Plan is now in its second year of a 3-Year Plan. The Plan highlights the audits that have been introduced to undertake in the next twelve months.
- Ms Hegarty enquired if there were enough hours to deliver the Plan, or if sub-contractors are used. Mr Kelly advised that as part of the process, Information Services have engaged an external contractor, and that IAB Services had been used to conduct external audits.

RECOMMENDATION TO COMMITTEE:

That the Committee adopt the Internal Audit Operational Plan 2015/2016 included as Attachment 1 to the report.

MOTION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Mr Harry Khouri.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the Committee adopt the Internal Audit Operational Plan 2015/2016 included as Attachment 1 to the report.

Item: 3 AC - Draft Operational Plan 2015/2016 - (91369, 95496, 79351)

DISCUSSION:

- Mr Kelly advised that the Draft Operational Plan 2015/2016 was included on the agenda in preparation for the Committee's review of Council's financial statements in October, and advised that this is where the review actually commences.
- Mr Mifsud indicated that the Draft Operational Plan 2015/2016 is currently out on a 28 day exhibition and submissions will close on 1 June 2015. A report will go to Council on 23 June 2015. The Operational Plan 2015/2016 will commence operation from 1 July 2015.

RECOMMENDATION TO COMMITTEE:

That the Draft Operational Plan 2015/2016 be noted.

MOTION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Mr Harry Khouri.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the Draft Operational Plan 2015/2016 be noted.

ORDINARY MEETING
Reports of Committees

Item: 4 AC - NSW Government's Fit for the Future Program - (91369, 95496, 79351)

DISCUSSION:

- Mr Kelly advised that this report was included on the agenda because of the impact on local government across the State. All councils are required to put in a Fit for the Future submission to IPART by 30 June 2015. The Fit for the Future Program was released in September/October 2014 which has not given Council long to prepare its submission.
- Cllr Rasmussen advised that a number of councils are being forced to amalgamate. Mr Mifsud advised, however, that Hawkesbury Council was designated to be a 'no change' council, and Council's submission will be based along those lines.
- Mr Khouri referred to the two larger councils adjoining the Hawkesbury i.e. The Hills Council and Penrith City Council. Mr Mifsud advised that the Hawkesbury local government area is larger than these two council areas, and that these councils, along with Blue Mountains Council, have all been designated as 'no change' councils.
- Cllr Rasmussen advised that Council has agreed to form a Regional Strategic Alliance with Blue Mountains and Penrith City Councils. Mr Mifsud referred to the establishment of the Alliance and advised that these three councils have recognised that an alliance would increase their combined ability for better deals and other shared opportunities including expertise and resources. Each council will still have their own identity. The full benefits are still being quantified.
- Cllr Rasmussen acknowledged the significant time and effort that has occupied staff during this process.

RECOMMENDATION TO COMMITTEE:

That the information be noted.

MOTION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Mr Harry Khouri.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the information be noted.

ORDINARY MEETING
Reports of Committees

Item: 5 **AC - Meeting Dates for 2015 - (91369, 95496, 79351)**

Previous Item: 7 (AC, 26 November 2014)

DISCUSSION:

- Ms Hegarty enquired if there would be an additional meeting in October 2015.
- Mr Kelly advised that the date of the meeting will depend on when Council's financial statements are audited. Ms Galea will establish the date and advise the Committee. The date should be known in time for the next meeting on 26 August 2015.

RECOMMENDATION TO COMMITTEE:

That the next meeting of the Audit Committee be held on Wednesday 26 August 2015 commencing at 4pm.

MOTION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Mr Harry Khouri.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the next meeting of the Audit Committee be held on Wednesday 26 August 2015 commencing at 4pm.

SECTION 4 - General Business

Mr Banicevic arrived at the meeting at 4:40pm.

- Mr Banicevic advised that in 2016 there will be a number of process changes under the Local Government Act. One of those will be the potential that audits will be conducted by the Auditor General.
- Mr Banicevic advised that in 2016, Schedule 7 is likely to be audited and Council will need to review its replacements costs.

The meeting terminated at 5:15pm.

Submitted to and confirmed at the meeting of the Audit Committee held on 26 August 2015.

oooO END OF REPORT Oooo

ORDINARY MEETING
Reports of Committees

ROC Local Traffic Committee - 10 August 2015 - (80245)

Minutes of the Meeting of the Local Traffic Committee held in the Large Committee Room, Windsor, on 10 August 2015, commencing at 3pm.

Present:	Councillor Kim Ford (Chairman) Inspector Ian Woodward, NSW Police Force Snr Constable Rob Wright, NSW Police Force Mr James Suprain, Roads and Maritime Services Mr Dave Davies, Busways
Apologies:	Mr Dominic Perrottet, MP (Hawkesbury) Mr Steve Grady, Busways Ms Jill Lewis, NSW Taxi Council Snr Constable Debbie Byrnes, NSW Police Force
In Attendance:	Mr Chris Amit, Manager, Design & Mapping Services Ms Judy Wong, Community Safety Coordinator Mrs Cathy Mills, PA, Infrastructure Services Ms Jillian Bentham, Events Coordinator Mr Ralph Harlander, Taxi Driver, Local Taxi Companies Representative

MOTION:

RESOLVED on the motion of Inspector Ian Woodward, seconded by Mr James Suprain that the apologies be accepted.

SECTION 1 - Minutes

Item 1.1 Confirmation of Minutes

The Committee resolved on the motion of Mr James Suprain, seconded by Councillor Kim Ford, that the minutes from the previous meeting held on Monday, 13 July 2015 be confirmed.

Item 1.2 Business Arising

There was no Business Arising.

SECTION 2 - Reports for Determination

Item: 2.1 LTC - Dragon Boat Regatta 1 - Windsor/Freemans Reach 2015 - (Hawkesbury) - (80245, 134134)

REPORT:

Introduction:

An application has been received from Dragon Boats NSW Inc. seeking approval (in traffic management terms) to conduct the Dragon Boat Regatta 1 event on Sunday, 13 September 2015.

The event organiser has advised:

- This is a first time event in the Hawkesbury.
- The Dragon Boat Regatta will utilise Macquarie Park, Freemans Reach as its base area.
- This is a water event along the Hawkesbury River adjacent to the Park.
- Dragon Boats NSW will be trialling Macquarie Park for the first time as a venue.
- The event is part of the NSW 2015/2016 summer racing calendar.
- Dragon Boats NSW will appoint the officials and volunteers for the event in accordance with their Regatta Hosting Handbook.
- The event will be undertaken between 8:30am and 3pm. The set up and pack down times are between 6am and 5pm.
- The distance of the races will be 300 metres and there will be a maximum of six Dragon boats on the water at one time.
- The Dragon boats hold a maximum of 22 people.
- There will be approximately 600 to 800 participating.
- There will be approximately 10 to 20 spectators.
- Parking of vehicles will be within Macquarie Park.
- The dragon boats are 12.9 metres long and weigh approximately 250 kilograms. There will be two trucks for the event which carry six boats each. The number of boats for the event is 12.
- Access in and out of Macquarie Park from Wilberforce Road (State Road) will be aided with the provision of traffic control. Further traffic control will be provided within Macquarie Park to assist competitors and spectators bump in and out.
- Traffic control in Wilberforce Road will be supplemented with the provision of VMS's.

The Event Layout Plan for Macquarie Park is contained in Attachment 1.

Discussion:

Road Closures are not required with the exception of traffic control along Wilberforce Road (State Road) at the entry point to Macquarie Park. Some delays may be expected as a Traffic Controller will be controlling all traffic movements in and out of the park. The current speed limit along Wilberforce Road in this vicinity is 60km/h.

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 this event may impact minor traffic and transport systems and there is a 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: 5264029):

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. Transport Management Plan (TMP) – referred to in the application as Event Management Plan and Traffic Control Plan (TCP),
5. Event Site Plan,
6. Copy of Insurance Policy which is valid to 01 July 2015,
7. Copy of Consultation letter to Residents,
8. Copies of correspondence forwarded to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES.

An application to utilise Macquarie Park, Freemans Reach on Sunday, 13 September 2015 has been made under separate cover.

RECOMMENDATION TO COMMITTEE:

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <http://www.hawkesbury.nsw.gov.au/news-and-events/events/organising-an-event2>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the 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.
2. The Dragon Boat Regatta 1 event planned for Sunday, 13 September 2015 and based at Macquarie Park, Freemans Reach be classified as a "**Class 2**" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers 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);
- 4b. the event organiser is to assess the risk and address the suitability of the entire route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to the event;
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; **a copy of the Police Force approval to be submitted to Council;**
- 4d. the event organiser is to obtain approval from the Roads and Maritime Services - RMS (formerly RTA) and the Transport Management Centre – TMC as the event will require traffic control along a classified road; **a copy of the Roads and Maritime Services - RMS (formerly RTA) and Transport Management Centre – TMC approval to be submitted to Council;**
- 4e. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than **\$20,000,000 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;**
- 4f. if the event requires traffic control on a Council road, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy the road
- 4g. the event organiser is to obtain 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;**
- 4h. the event organiser is to obtain the relevant approval from the Office of Environment and Heritage to access the Hawkesbury River; **a copy of this approval to be submitted to Council;**
- 4i. the event organiser is to obtain written approval from Councils' Parks and Recreation Section for the use of Macquarie Park;
- 4j. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);

- 4k. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
- 4l. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to the resident has been submitted to Council;**
- 4m. the event organiser is to **submit** the completed "Traffic and Transport Management for Special Events – **Final Approval Application Form (Form C)**" to Council;

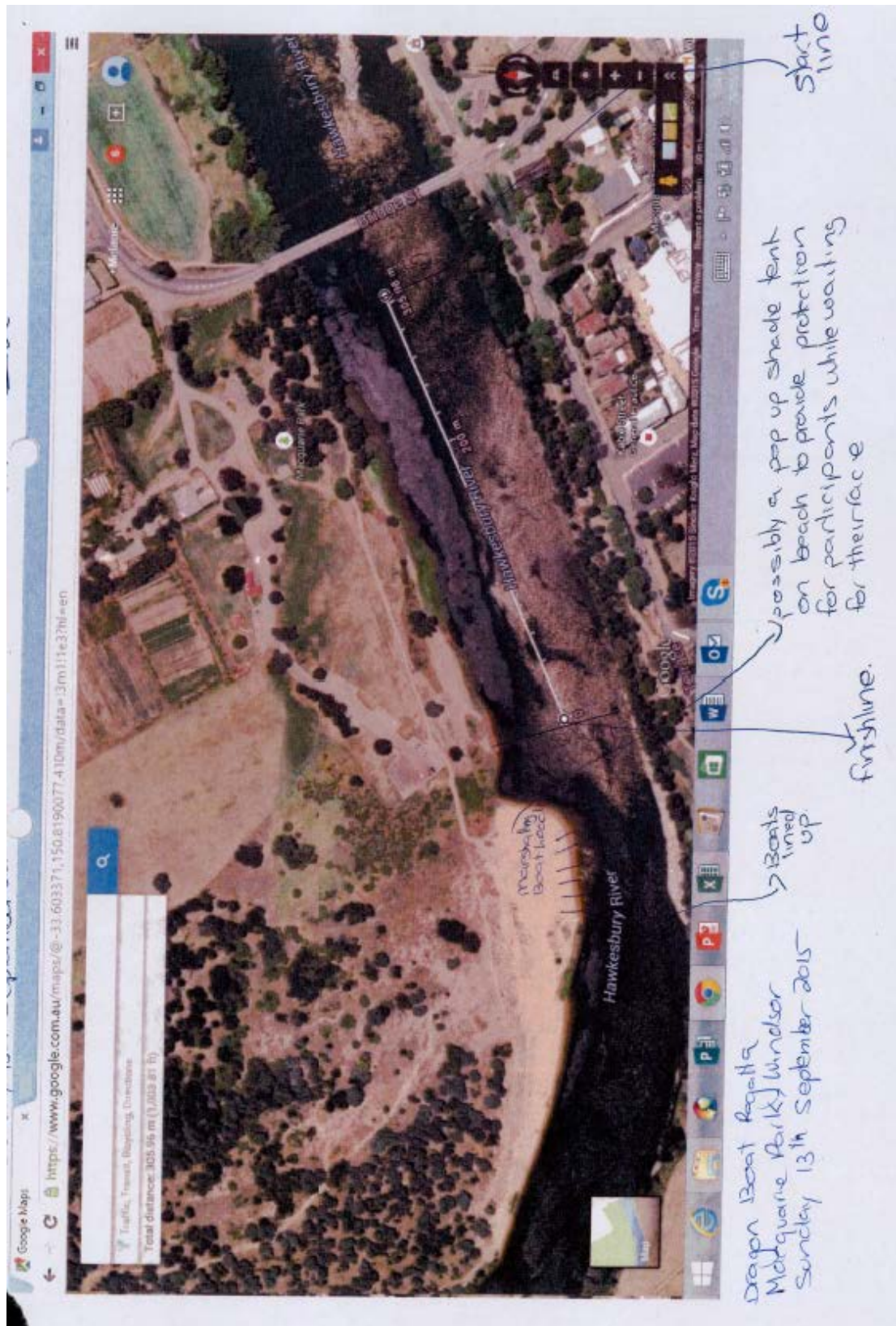
During the event:

- 4n. access is to be maintained for businesses, residents and their visitors;
- 4o. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4p. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4q. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed for the event, during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4r. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4s. 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** Dragon Boat Regatta 1 Event, Windsor - Event Layout Plan for Macquarie Park.
- AT – 2** Special Event Application - (ECM Document No: 5264029) - *see attached*.

AT – 1 Dragon Boat Regatta 1 Event, Windsor - Event Layout Plan for Macquarie Park



COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Inspector Ian Woodward, seconded by Mr James Suprain.

Support for the Recommendation: Unanimous support

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <http://www.hawkesbury.nsw.gov.au/news-and-events/events/organising-an-event2>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the 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.
2. The Dragon Boat Regatta 1 event planned for Sunday, 13 September 2015 and based at Macquarie Park, Freemans Reach be classified as a "**Class 2**" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health & Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers 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);
- 4b. the event organiser is to assess the risk and address the suitability of the entire route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to the event;
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; **a copy of the Police Force approval to be submitted to Council;**

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- 4d. the event organiser is to obtain approval from the Roads and Maritime Services - RMS (formerly RTA) and the Transport Management Centre – TMC as the event will require traffic control along a classified road; **a copy of the Roads and Maritime Services - RMS (formerly RTA) and Transport Management Centre – TMC approval to be submitted to Council;**
- 4e. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than **\$20,000,000 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;**
- 4f. if the event requires traffic control on a Council road, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy the road
- 4g. the event organiser is to obtain 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;**
- 4h. the event organiser is to obtain the relevant approval from the Office of Environment and Heritage to access the Hawkesbury River; **a copy of this approval to be submitted to Council;**
- 4i. the event organiser is to obtain written approval from Councils' Parks and Recreation Section for the use of Macquarie Park;
- 4j. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);
- 4k. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
- 4l. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to the resident has been submitted to Council;**
- 4m. the event organiser is to **submit** the completed "Traffic and Transport Management for Special Events – **Final Approval Application Form (Form C)**" **to Council;**

During the event:

- 4n. access is to be maintained for businesses, residents and their visitors;
- 4o. a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;
- 4p. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);

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- 4q. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed for the event, during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4r. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4s. 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.

Item: 2.2 LTC - Bridge to Bridge Water Ski Classic 2015 - (Hawkesbury) - (80245, 74204)

REPORT:

Introduction

An application has been received from the NSW Water Ski Federation Ltd, seeking approval (in traffic management terms) to conduct the Bridge to Bridge Water Ski Classic on Saturday, 21 and Sunday, 22 November 2015.

The event organiser has advised;

- The Bridge to Bridge Water Ski Classic is an annual water ski time trial event along the Hawkesbury River extending from Dangar Island, Brooklyn to Governor Phillip Park, Windsor.
- This annual event has been held for over 50 years and is a regular feature of the local community calendar in the Hawkesbury area.
- Event Schedule:
 - Saturday, 21 November 2015: 7am – 5pm.
 - Starting at Sackville Ski Gardens and finishing at Governor Phillip Park, Windsor.
 - Sunday, 22 November 2015: 7am – 5pm.
 - Starting at Danger Island Brooklyn and finishing at Governor Phillip Park, Windsor.
- The suspension of ferry services, controlled by the Roads and Maritime Services - RMS (formerly RTA) and Council, is required on Sunday, 22 November 2015:
 - Wisemans Ferry (RMS): 9am to 10:30am and 11:30am to 1pm
 - Webbs Creek Ferry (RMS): 9am to 10:30am and 11:30am to 1pm
 - Lower Portland Ferry (HCC): 9am to 1:30pm
 - Sackville Ferry (RMS): 9am to 1:30pm
- The suspension of the ferry services is required for safety reasons. Emergency vehicles will be allowed access at all times. The ferries will operate in the event of an emergency and competitors will be stopped to ensure the safety of all.
- The number of participants expected is approximately 600 to 800 for the event, which includes 150 to 200 boats.

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- There will be approximately 2,000 spectators for the event at the finish venue in Windsor.
- Parking will be at Governor Phillip Park with additional parking available off street utilising vacant land adjacent to Governor Phillip Park.
- There will be an increase to traffic flow on roads surrounding Governor Phillip Park; however the effect on traffic is not expected to be significant.
- It is expected that the event will impact only marginally on traffic using Windsor Road, Bridge Street, Macquarie Street and Wilberforce Road, but historically there have been no issues with traffic in these areas.
- Road closures are not required other than the closure of the approach roads to the four ferries along the Hawkesbury River.
- Advance warning with VMS will be located at;
 - Windsor Road, north of McGraths Road,
 - Macquarie Street between Christie Street and Suffolk Street,
 - Wilberforce Road at Freemans Reach Road.

Discussion

The event organiser is seeking Council and Roads and Maritime Services - RMS (formerly RTA) approval for the suspension of the following Ferry Services on Sunday, 22 November 2015:

- | | |
|-------------------------------|-----------------------------------|
| • Wisemans Ferry (RMS): | 9am to 10:30am and 11:30am to 1pm |
| • Webbs Creek Ferry (RMS): | 9am to 10:30am and 11:30am to 1pm |
| • Lower Portland Ferry (HCC): | 9am to 1:30pm |
| • Sackville Ferry (RMS): | 9am to 1:30pm |

The total suspension of the ferries will enable a free flow of competitors across the ferry crossings. The four ferries will be suspended generally between 9am to 1:30pm with the exception of Wisemans Ferry and Webbs Creek Ferry. Due to the close proximity of these two ferries to each other and their position along the reach of the River, they can be managed in a manner that will allow for their operation between 10:30am and 11:30am.

Ferry operations are not affected on Saturday, 21 November 2015, as Wiseman Ferry, Webbs Creek Ferry, Sackville Ferry and Lower Portland Ferry are all located downstream of the Sackville Ski Gardens.

Emergency vehicles will be allowed access onto the ferries. Safety vessels with crew will be placed downstream from each ferry with suitable equipment to indicate to competitors that a ferry may be operating and with communication between the boat and the ferry vessel.

Lower Portland Ferry Service is under the care and control of Hawkesbury City Council. The Wisemans Ferry, Webbs Creek Ferry and Sackville Ferry services are the under the care and control of the Roads and Maritime Services - RMS (formerly RTA).

The event will be held principally along the Hawkesbury River with the event organiser requesting exclusive use of the River from the Roads and Maritime Services - RMS (formerly NSW Maritime). The spectators travelling to the event, and in particular to Governor Phillip Park, may impact heavily on the state road network along Windsor Road, Macquarie Street, Wilberforce Road and Bridge Street as well as the local roads such as George Street and Court Street. Furthermore the suspension of the Ferry services and subsequent road closures leading to the ferries (three RMS Ferries and one HCC Ferry) will have an impact on the adjacent road network in the vicinity of the ferries. The suspension of the RMS ferries is effectively closing three State roads. It would be appropriate to classify the event as a “**Class 1**” 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 is classified as a “**Class 1**” event, approval is to be sought directly by the event organiser for any alterations to the operation of the Wisemans Ferry, Webbs Creek Ferry and Sackville Ferry services from the Transport Management Centre (TMC).

The event organiser has submitted the following items in relation to the event: Attachment 1 (ECM Document No: 5287442):

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. Transport Management Plan (TMP) with a Traffic Control Plan (TCP) from 2012,
5. Site Plan and VMS Location Plan

Council resolved to grant the exclusive use of Governor Phillip Park for the event at its meeting on 30 June 2015.

RECOMMENDATION TO COMMITTEE:

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <http://www.hawkesbury.nsw.gov.au/news-and-events/events/organising-an-event2>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the 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.
2. The Bridge to Bridge Water Ski Classic 2015 event planned for Saturday, 21 and Sunday, 22 November 2015 by the NSW Water Ski Federation Ltd, be classified as a “**Class 1**” special event, in terms of traffic management, under the “Traffic and Transport Management for Special Events” guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

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- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health and 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);
- 4b. the event organiser is to assess the risk and address the suitability of the entire route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to the event;
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; **a copy of the Police Force approval to be submitted to Council;**
- 4d. the event organiser is to obtain approval from the Transport Management Centre – TMC as this is a "Class 1" event; **a copy of the Transport Management Centre – TMC approval to be submitted to Council;**
- 4e. the event organiser is to **submit Traffic Control Plans (TCP)** which need to include details such as the specific position of barriers, signs etc, required for the proposed ferry/road closures and traffic diversions **to Council and the Transport Management Centre (TMC)** 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;
- 4f. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than **\$20,000,000 noting Council, the Transport Management Centre (TMC) 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;**
- 4g. as the event requires traffic control on Council roads and the closure of public roads due to the suspension of Ferry services, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy and close the roads;
- 4h. 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;**
- 4i. 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;**
- 4j. the event organiser is to advise all adjoining Councils such as Gosford, The Hills and Hornsby of the event and in particular the suspension of the ferries and obtain any necessary approvals from these Councils; **a copy of this approval to be submitted to Council;**

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- 4k. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures, road/ferry closures, the impact on ferry services 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);
- 4l. 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**;
- 4m. 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/ferry closures, the impact on ferry services and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council**;
- 4n. 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/ferry closures, the impact on ferry services and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council**;
- 4o. 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:

- 4p. access is to be maintained for businesses, residents and their visitors;
- 4q. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4r. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4s. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the route (including the road closure points for the Ferry closures), during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4t. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4u. 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,

Ferry Services

- 5. The applicant is to seek approval relating to the RMS ferries from the Transport Management Centre (TMC), for the suspension of the Wisemans Ferry, Webbs Creek Ferry and Sackville Ferry Services, due to the event being classified as a Class 1 event. There is no objection to the suspension of the Lower Portland Ferry Service.

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Suspension of the ferry services on Sunday 22 November 2015 as listed below:

- Wisemans Ferry (RMS): 9am to 10:30am and 11:30am to 1pm
- Webbs Creek Ferry (RMS): 9am to 10:30am and 11:30am to 1pm
- Lower Portland Ferry (HCC): 9am to 1:30pm
- Sackville Ferry (RMS): 9am to 1:30pm

is subject to the applicant complying with the following conditions, as well as any conditions imposed by the Transport Management Centre (TMC):

- 5a. the applicant is to contact Hawkesbury City Council's Construction and Maintenance Section and the Ferry operator, three weeks prior to the event with regard to the suspension of the Lower Portland Ferry service maintained by Hawkesbury City Council
- 5b. advertising of the proposed event is to be undertaken at the expense of the event organiser in both Sydney and Local newspapers, two weeks prior to the event, in relation to:
 - traffic impact and delays,
 - exclusive use of Governor Phillip Park,
 - timings of suspension/operation of ferry services,

such notice is to be incorporated in the news sections of those newspapers and to be approximately 1/8 (one-eighth) page size;

- 5c. signs are to be erected at the expense of the event organiser in locations indicated in the approved Transport Management Plan and Traffic Control Plan and at a size indicated in the same, on all roads leading to the ferries, as well as on each ferry, for at least two weeks prior to the event;
- 5d. safety precautions outlined in the TMP are to be in place at all ferry locations, such to include a boat and crew upstream and/or downstream from each ferry as applicable with suitable equipment to indicate to competitors that a ferry may be operating and with communication between that boat and the ferry vessel, such procedures are to be implemented to the satisfaction of the Transport Management Centre (TMC), Roads and Maritime Services - RMS (formerly RTA and NSW Maritime) and Hawkesbury City Council; and,
- 5e. the Transport Management Centre (TMC), Roads and Maritime Services - RMS (formerly RTA) and Council be authorised to alter ferry suspension/operation times if necessary.

APPENDICES:

AT - 1 Special Event Application - (ECM Document No.5287442) - *see attached*

Committee Discussion:

Mr C Amit advised the Committee that the event organiser has indicated that the original dates set for the event on 21 and 22 November 2015 is to be changed to 7 and 8 November 2015 due to unforeseen circumstances. The Committee accepted the change of date and the following amendments have been undertaken to the Committee Recommendation accordingly:

- Item 2 has been changed from Saturday, 21 and Sunday, 22 November 2015 to Saturday, 7 and Sunday, 8 November 2015

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- Item 5 has been changed from Sunday, 22 November 2015 to Sunday, 8 November 2015

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Inspector Ian Woodward, seconded by Mr James Suprain.

Support for the Recommendation: Unanimous support

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <http://www.hawkesbury.nsw.gov.au/news-and-events/events/organising-an-event2>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the 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.
2. The Bridge to Bridge Water Ski Classic 2015 event planned for Saturday, 7 and Sunday, 8 November 2015 by the NSW Water Ski Federation Ltd, be classified as a "**Class 1**" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health and 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);
- 4b. the event organiser is to assess the risk and address the suitability of the entire route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to the event;
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; **a copy of the Police Force approval to be submitted to Council;**

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- 4d. the event organiser is to obtain approval from the Transport Management Centre – TMC as this is a **"Class 1"** event; **a copy of the Transport Management Centre – TMC approval to be submitted to Council;**
- 4e. the event organiser is to **submit Traffic Control Plans (TCP)** which need to include details such as the specific position of barriers, signs etc, required for the proposed ferry/road closures and traffic diversions **to Council and the Transport Management Centre (TMC)** 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;
- 4f. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than **\$20,000,000** noting **Council, the Transport Management Centre (TMC) 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;**
- 4g. as the event requires traffic control on Council roads and the closure of public roads due to the suspension of Ferry services, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with any associated fee, to occupy and close the roads;
- 4h. 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;**
- 4i. 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;**
- 4j. the event organiser is to advise all adjoining Councils such as Gosford, The Hills and Hornsby of the event and in particular the suspension of the ferries and obtain any necessary approvals from these Councils; **a copy of this approval to be submitted to Council;**
- 4k. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures, road/ferry closures, the impact on ferry services 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);
- 4l. 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;**
- 4m. 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/ferry closures, the impact on ferry services and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
- 4n. 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/ferry closures, the impact on ferry services and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council;**
- 4o. 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:

- 4p. access is to be maintained for businesses, residents and their visitors;
- 4q. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4r. all traffic controllers / marshals operating within the public road network or road related area, are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4s. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the route (including the road closure points for the Ferry closures), during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4t. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4u. 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,

Ferry Services

- 5. The applicant is to seek approval relating to the RMS ferries from the Transport Management Centre (TMC), for the suspension of the Wisemans Ferry, Webbs Creek Ferry and Sackville Ferry Services, due to the event being classified as a Class 1 event. There is no objection to the suspension of the Lower Portland Ferry Service.

Suspension of the ferry services on Sunday, 8 November 2015 as listed below:

- Wisemans Ferry (RMS): 9am to 10:30am and 11:30am to 1pm
- Webbs Creek Ferry (RMS): 9am to 10:30am and 11:30am to 1pm
- Lower Portland Ferry (HCC): 9am to 1:30pm
- Sackville Ferry (RMS): 9am to 1:30pm

is subject to the applicant complying with the following conditions, as well as any conditions imposed by the Transport Management Centre (TMC):

- 5a. the applicant is to contact Hawkesbury City Council's Construction and Maintenance Section and the Ferry operator, three weeks prior to the event with regard to the suspension of the Lower Portland Ferry service maintained by Hawkesbury City Council
- 5b. advertising of the proposed event is to be undertaken at the expense of the event organiser in both Sydney and Local newspapers, two weeks prior to the event, in relation to:
 - traffic impact and delays,
 - exclusive use of Governor Phillip Park,
 - timings of suspension/operation of ferry services,

such notice is to be incorporated in the news sections of those newspapers and to be approximately 1/8 (one-eighth) page size;

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- 5c. signs are to be erected at the expense of the event organiser in locations indicated in the approved Transport Management Plan and Traffic Control Plan and at a size indicated in the same, on all roads leading to the ferries, as well as on each ferry, for at least two weeks prior to the event;
- 5d. safety precautions outlined in the TMP are to be in place at all ferry locations, such to include a boat and crew upstream and/or downstream from each ferry as applicable with suitable equipment to indicate to competitors that a ferry may be operating and with communication between that boat and the ferry vessel, such procedures are to be implemented to the satisfaction of the Transport Management Centre (TMC), Roads and Maritime Services - RMS (formerly RTA and NSW Maritime) and Hawkesbury City Council; and,
- 5e. the Transport Management Centre (TMC), Roads and Maritime Services - RMS (formerly RTA) and Council be authorised to alter ferry suspension/operation times if necessary.

SECTION 3 - Reports for Information

There are no Reports for Information.

SECTION 4 - General Business

Item: 4.1 LTC - RMS Investigation into Road Safety Improvements on Bells Line of Road and Corner of Baileys and Springrove Lane, Kurrajong Hills (Hawkesbury) - (80245)

REPORT:

Mr James Suprain advised the Committee that a meeting had been held with the owners of 1 Springrove Lane, Kurrajong Hills to discuss road safety improvements following a truck accident which occurred on Wednesday, 1 April 2015.

The accident, which involved a truck heading south bound coming off Bells Line of Road, colliding with the awning post to the house located on 1 Springrove Lane and ending up in Baileys Lane. The property owners have indicated in the past six years there have been numerous trucks that have hit their fencing or stopped just outside the front of the property. The RMS accident data does not reflect the accident history indicated by the property owners, as it appears these incidents may have occurred without the Police being notified.

As a result of the accident which occurred in April 2015 both the NSW Police Force and RMS have conducted investigations into this matter, which are ongoing.

Following the meeting with the owners of the property, Mr Suprain advised the Committee that the following measures will be investigated and implemented by RMS to improve safety in this area:

- Installation of additional curve warning and chevrons along Bells Line of Road for vehicles travelling from Hermitage Road towards the intersection of Baileys Lane and Springrove Lane.
- Truck speed zone to be extended along Bells Line of Road further south from its current position in the vicinity of Hermitage Road to a point past the intersection of Baileys Lane and Springrove Lane.
- Possible implementation of a no left turn for vehicles travelling along Bells Line of Road from Old Bells Line of Road and turning into Baileys Lane and Springrove Lane. This would be applicable for long vehicles with the final length of vehicle to be determined.

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Mr Suprain requested that Council install, at the request of the property owners, guide posts along the south western side of Baileys Lane from its intersection of Bells Line of Road towards the driveway entrance to this property. The drive entrance to 1 Springrove Lane is from Baileys Lane given the road configuration. Mr Chris Amit advised that Council would investigate this matter and install reflective guideposts as required at this location.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of James Suprain, seconded by Kim Ford.

Support for Recommendation: Unanimous Support

That the information be received.

APPENDICES:

There are no supporting documents for this report.

SECTION 5 - Next Meeting

The next Local Traffic Committee meeting will be held on Monday, 14 September 2015 at 3pm in the Large Committee Room.

The meeting terminated at 3:30pm.

oooO END OF REPORT Oooo

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ORDINARY MEETING**Questions for Next Meeting****QUESTIONS FOR NEXT MEETING****Councillor Questions from Previous Meetings and Responses - (79351)**

REPORT:**Questions - 11 August 2015**

#	Councillor	Question	Response
1	Paine	Enquired if Council knows the state of the health of South Creek.	The Director City Planning advised that there is intermittent testing of water in South Creek undertaken by various Authorities. The most recent testing following the fish kill in Penrith following the fire at St Marys indicated that the health of South Creek was not adversely affected in the Hawkesbury section of the Creek.
2	Paine	Requested an update on the progress of the Jolly Frog Hotel.	<p>The Director City Planning advised that the Order issued by Council in relation to the stabilisation of potential asbestos at the site has been complied with by the owner. Another Order to secure the site has also been complied with and this Order is periodically pursued when fencing or other repair work is required.</p> <p>The owner has been, and is continued to be, pursued in relation to submitting a development application for partial demolition/redevelopment of the site. However, Council does not have powers to force this action.</p>
3	Paine	Enquired if Hawkesbury City Council or The Hills Shire Council is responsible for the maintenance of Boundary Road.	The Director Infrastructure Services advised that both Hawkesbury Council and The Hills Council are responsible for Boundary Road with The Hills Council responsible for carrying out maintenance on behalf of both Councils.

ORDINARY MEETING**Questions for Next Meeting**

#	Councillor	Question	Response
4	Paine	Enquired if Dunns Road and Scheyville Road, Maraylya can be upgraded or repaired.	The Director Infrastructure Services advised that it is intended to include the rehabilitation of Scheyville Road south of Dunns Road in the current Roads to Recovery Program. The widening of Dunns Road is also part of the Roads to Recovery Program. Both projects will be implemented this financial year.
5	Paine	Requested that the carpark at Maraylya Hall, Maraylya be gravelled or sealed.	The Director Infrastructure Services advised that the carpark would be inspected and repaired/gravelled where required.
6	Reardon	Requested that the Local Traffic Committee review the phasing of the lights at Grose Vale Road, turning onto the Bells Line of Road.	The Director Infrastructure Services advised that the matter has been referred to RMS for review and a response would be provided when received.
7	Reardon	Requested an update on the Richmond Town Centre signage as originally requested at the Ordinary meeting of 10 September 2013.	The Director Infrastructure Services advised that proposed signage options are being investigated. Councillors will be advised of the proposed work shortly.
8	Tree	Requested that the Local Traffic Committee consider speed controls in the 80km zone residential area of Grose Wold Road.	The Director Infrastructure Services advised that the matter has been referred to RMS for review and a response would be provided when received.

oooO END OF REPORT Oooo

ORDINARY MEETING
CONFIDENTIAL REPORTS

CONFIDENTIAL REPORTS

Item: 143 **SS - Property Matter - Assignment of Lease from Sync West Pty Ltd to Chirag G Patel - Shop 4, McGraths Hill Shopping Centre - (112106, 95496, 134722)**
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 the leasing of a Council property and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the Council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would on balance, be contrary to the public interest.

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

ORDINARY MEETING
CONFIDENTIAL REPORTS

Item: 144 **SS - Property Matter - Lease to Hannah Tegart - Shop 12, Wilberforce Shopping Centre - (95496, 112106, 34779) 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 the leasing of a Council property and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the Council is conducting (or proposing 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
CONFIDENTIAL REPORTS

Item: 145 **SS - Property Matter - Lease to New Horizons Healthcare Pty Ltd - Shop 3, Glossodia Shopping Village - (95496, 112106, 134957) 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 the leasing of a Council property and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the Council is conducting (or proposing to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

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



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