



# Hawkesbury City Council

## ordinary meeting business paper

date of meeting: 30 March 2010

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”***

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**SECTION 4 - Reports for Determination**

**GENERAL MANAGER**

**Item: 49                    GM - Sister City Program - Annual Report 2008/2009 - (79351)**

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**REPORT:**

Council at its meeting held on 10 July 2007, adopted its (International) Sister City Program Policy. Council in adopting the Policy, also delegated authority to the Hawkesbury Sister City Association (Association) to undertake some exchange activities on Council's behalf with our two sister cities, under Section 377 of the Local Government Act, 1993.

The Sister City Program (Program) includes provision for culture, sport and youth exchanges. To support the activities of the Program, Council allocates funds in the budget.

The purpose of this report is to provide Council with an overview of the Program during the 2008/2009 financial year to enable an annual review of exchange activities and performance.

Hawkesbury Sister City Association was established in 1983 and has been involved in the Program since then.

Councillor Paine and Councillor Whelan were the Councillor Delegates on the Association during the reporting period.

**Program Financials**

Table 1 shows Council's budgeted funds and actual expenditure for the Program for the year ended 30 June 2009. Council's full year budget was \$15,000 as general funds for the Program (which includes payments to the Association) and \$6,000 towards donations to students participating in exchange visits.

<b>Table 1 - Hawkesbury Sister City Program – Financial Summary for 2008/2009</b>			
<b>Council</b>	<b>Budgeted \$</b>	<b>Expenditure \$</b>	<b>Surplus / (Deficit) \$</b>
General contribution	15,000	14,986	14
Donation to students	6,000	5,500	500
<b>Total for Program</b>	<b>21,000</b>	<b>20,486</b>	<b>514</b>

The Program for the year ended 30 June 2009 had a minor operating surplus, due to under expenditure of the donation to students, as 11 students travelled overseas instead of a maximum of 12. The Programs general contribution had an operating surplus of \$14. Overall, the financial position at the end of 2008/2009 was in line with planned Program costs, including both Association and Council exchange activities. It included the Associations attendance at the Sister Cities Conference, which has re-commenced activity.

Attachment 1 is the Association's financial statements at 30 June 2009. It shows Council's contribution to the Association for the year as \$14,400, being the majority of the general contribution funds. The balance of these funds were used by Council, including direct pay of other Association expenses, eg. printing and postage and Sister Cities Australia membership. Table 2 shows the funds held by the Association at the start and end of 2008/2009, based on its Statement of Financial Position. It should be noted that the Association's expenditure is influenced by the timing of its exchange activities, ie some over the start and end of financial years. The statement also includes any carried forward monies from the previous year.

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The postponement of the Hawkesbury Student Exchange to Kyotamba has had a bearing of funds expenditure being delayed.

**Table (2) - Hawkesbury Sister City ASSOCIATION – Financial Balance at 30 June 2008**

Association's Statement of financial position	Balance
At 30 June 08 – start of year	\$12,856.64
At 30 June 09 – end of year	\$8,160.81

### Program Activities by the Association

Attachment 2, being the Minutes of the Association's Annual General Meeting held on 9 November 2009, includes is the Association's Presidents' report. The Association primarily undertakes student exchange and adult exchange activities (and associated functions). During 2008/2009, the following activities were undertaken:

1. Monthly meetings and AGM.
2. Selection process and information sessions for student exchanges.
3. Farewell, Welcome Home and Welcome Functions for student exchange.
4. Host families for visiting exchange students arranged.
5. Certificates and presentation at a Council meeting for student exchanges.

All exchange students (Hawkesbury and Temple City, not Kyotamba) were presented to Council at its meeting on 28 July 2009.

6. Student Exchange – Hawkesbury students travel to sister cities.

#### Temple City – March and April 2009

- |      |                 |                                       |
|------|-----------------|---------------------------------------|
| i.   | Mr Hugh Bonner  | St Pauls Grammar (of North Richmond)  |
| ii.  | Mr Luke Simpson | Hawkesbury High School (of Ebenezer)  |
| iii. | Ms Sharna Ford  | Bede Polding College (of Bligh Park)  |
| iv.  | Mr Joel Barrett | Penrith High School (of Bligh Park)   |
| v.   | Ms Gemma Carter | Richmond High School (of Londonderry) |
| vi.  | Mr Nick Howard  | Richmond High School (of Richmond)    |

#### Kyotamba City – November and December 2009

- |      |                       |  |
|------|-----------------------|--|
| i.   | Mr Sterling Thomas    | Hawkesbury High School (of East Kurrajong) |
| ii.  | Ms Elizabeth Thompson | Bede Polding College (of Bligh Park)       |
| iii. | Ms Sally O'Brien      | Bede Polding College (of Windsor)          |
| iv.  | Ms Rebecca Brown      | Colo High School (of East Kurrajong)       |
| v.   | Ms Zoe McMillan       | Colo High School (of Kurrajong Heights)    |

The student exchange trip to Kyotamba was scheduled to take place in May and June 2009. However, due to Kyotamba's concern over the H1N1 flu outbreak in Japan, Council received notification from the Kyotamba Mayor in May (one week prior to departure) that the trip was cancelled and that the exchange had been postponed indefinitely. Fortunately, due to changed circumstances with the flu and the Japanese government's position on it, the trip did take place in November and December 2009.



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7. Student Exchange – sister cities students travel to Hawkesbury

Temple City and Kyotamba students generally visit at the same time. The Temple City students (six) visited in July 2009. The Kyotamba students did not visit this year because of the H1N1 flu outbreak.

8. Adult Exchange – Hawkesbury adults travel to sister cities

Not applicable this period.

9. Adult Exchange – sister cities adults travel to Hawkesbury

Temple City delegation did not visit during the year. Visit planned for 2010 to coincide with Macquarie 2010 anniversary.

Kyotamba delegation did not visit during the year. Visit planned for 2010 to coincide with Macquarie 2010 anniversary.

10. Sister Cities Australia Annual Conference

The Association's President and the Youth Representative attended the conference held at Tamworth. It was an opportunity to make contact with sister city associations around the country and in particular catch up with those associations in the region.

11. Future Direction. Discussions held with Council Officers about extending the Association's delegation to recognise the establishment of Council's City/Country Alliances with Cabonne and Weddin Council's.

12. City-Country Alliance – Initial activities

To start the new domestic role of the Association,

- i. The President and Council Officers attended a Windsor Rotary meeting around May 2009
- ii. The Association's President visited Cabonne in on 19 and 20 October 2009. She met with Cabonne Councillors, Cabonne community members interested in establishing exchanges and Council officers. Council officers at the National Field Day on 20-22 October also provided information about the City-Country Alliance and the Association's involvement. Ongoing contact is occurring with community interest in exchanges being explored.
- iii. Association members took part in a community exchange visit to Weddin on Saturday 31 October and Sunday 1 November. (The exchange visit also included members from of the Hawkesbury City Eisteddfod and Windsor Rotary.) Association members meet with Weddin Councillors, Weddin community members interested in establishing exchanges and Council officers. Ongoing contact is occurring with community interest in exchanges being explored.
- iv. The Association is considering how students from Cabonne and Weddin could be involved with the student exchange program with Temple City and Kyotamba.

The President's report acknowledges the support of Mayor of Hawkesbury, Councillor Bart Basset, Councillor (Dr) Rex Stubbs OAM, Councillor Paine and Councillor Whelan.

### Program Activities by Council

Council provides support to the Association and undertakes (corporate) Program activities and maintains the Sister City Agreement relationship. During 2008/2009 the following activities were undertaken:

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1. Program Policy review and adoption.

During the early part of the year, it had been considered by Council Officers that it would be appropriate to extend the delegation of the Association to recognise the establishment of the City-Country Alliance and therefore involve the Association in developing community exchanges with the 'country' areas. The Sister city policy, was extend on 24 February 2009 and is now known as the Sister City and City-Country Alliance Program Policy. The Sponsorship policy was subsequently amended.

2. Student Donation.

Council approved donations for the 11 students at its meetings on 24 February 2009. This was followed up with Council's special consideration of the donations for the students visiting Kyotamba (that had been initially cancelled but reinstated.)

3. Association support. Including arrangements for student attendance at a Council meeting, student donations cheques, printing and postage; and budget management, program advice and meetings etc. In particular, postponement of the Hawkesbury student exchange to Kyotamba required extra communication with the Kyotamba Mayor and Kyotamba Council officers, to consider options with committed funds for the students.

4. Sister City Agreement support. Communication with the Mayors and Council officers of the sister city councils and the City- Country Alliance Councils; and

5. Future Direction of the Association. Liaison and support in exploring its new domestic role of the Association with the 'country' council's and communities of Cabonne and Weddin. The Association's President visit to Cabonne and the Association members visit to Weddin, both in October 2009, were programmed to co-inside with Council Officer staff exchanges to each 'country' council to assist with new relationship management etc.

### Conformance to Strategic Plan

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

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

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

- *Have ongoing engagement and communication with our community, governments and industries.*
- *Develop and implement a community participation and partnership program.*

Goal:

- *Support community initiatives and volunteers.*

### Funding

All costs were met from approved budgets for the year 2008/2009.

### RECOMMENDATION:

That the 2008/2009 annual report for the Sister City Program be received.

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**ATTACHMENTS:**

- AT - 1** Hawkesbury Sister City Association - Statement of Financial Position as at 30 June 2009.
- AT - 2** Hawkesbury Sister City Association – Minutes of AGM of 9 November 2009, including the President's Report. (*Distributed Under Separate Cover*)

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**AT - 1 Hawkesbury Sister City Association - Statement of Financial Position  
as at 30 June 2009.**

Hawkesbury Sister City Association

Statement of Financial position


As at 30 June 2009

	<u>30/06/2009</u>	<u>30/06/2008</u>
<b><u>Balance sheet</u></b>		
<b>Current assets</b>		
CBA account- see note below	8160.81	12856.64
GST receivable- as per records	1300.00	0.00
<b>Total current assets</b>	<b>9460.81</b>	<b>12856.64</b>
<b>Non current assets</b>		
Equipment	1778.14	1778.14
Less accumulated depreciation	-1778.14	-1778.14
<b>Total Non-current assets</b>	<b>0.00</b>	<b>0.00</b>
<b>Liabilities</b>		
No liabilities outstanding	0.00	0.00
<b>Net assets</b>	<b>9460.81</b>	<b>12856.64</b>

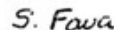
**Note-**

<b>Movement in bank account</b>		
Balance as at 1 July 2008	12856.64	4586.56
Add net surplus/deficit	-4695.83	8270.08
<b>Bank balance as at 30 June 2009</b>	<b>8160.81</b>	<b>12856.64</b>

We certify that the above financial statements of the Hawkesbury Sister City Association present a true and fair view of its financial position



Chairperson



Treasurer

I have reviewed the accounting records of the Hawkesbury Sister City association, and based on the information provided, the payments and receipts reconcile to the bank statements as at the bank balance noted above.

  
Michael Godwin CPA, Auditor

22/8/9.

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Hawkesbury Sister City Association

Statement of Financial performance

For the year ended 30 June 2009

	<u>30/06/2009</u>	<u>30/06/2008</u>
<b>Income</b>		
Contribution from HCC	14400.00	15240.00
Interest	16.65	17.38
GST refund	730.00	88.00
American delegation	0.00	4738.00
Subscriptions	41.80	59.40
Refunds	196.76	290.00
<b>Total Income</b>	<b>15385.21</b>	<b>20432.78</b>
<b>Less expenditure</b>		
Travel	2714.64	1308.70
Food	4311.22	2710.47
Donations and subscriptions	65.00	824.00
Contributions to students	0.00	1340.54
event entertainment	1659.15	1122.44
fuel, tolls, mileage & parking	1631.30	430.45
Phone, Fax, Postage and Stationery	1162.34	522.32
Accommodation	3530.95	1399.00
Advertising and photos	235.48	985.78
Sundries	3729.58	1519.00
Gifts	1041.38	0.00
<b>Total expenditure</b>	<b>20081.04</b>	<b>12162.70</b>
<b>Net surplus/deficit</b>	<b>-4695.83</b>	<b>8270.08</b>

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Hawkesbury Sister City Association

Bank reconciliation

As at 30 June 2008

**Bank account- CBA 062 622; 0090 4644**

Balance as per bank statement	8160.81
Add outstanding deposits	<u>0.00</u>
	8160.81
Less outstanding payments	0.00
<b>Balance as per records</b>	<b><u>8160.81</u></b>

oooO END OF REPORT Oooo

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### CITY PLANNING

**Item: 54**                    **CP - Development Application - Extension of an existing dam and construction of new dam - Lot 1 DP 1061099, 327 Wilberforce Road, Wilberforce - (DA0756/09, 116908, 17613, 11860, 13568, 73916, 95498)**

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#### Development Information

**Applicant:** The Saad Brothers  
**Applicants Rep:** McKinlay Morgan & Associates Pty Ltd  
**Owner:** Mr HS Saad, Mr Joe Saad and Mr Ray Saad  
**Zone:** Environmental Protection - Agriculture Protection (Scenic)  
**Advertising:** 06/01/2010 - 22/01/2010  
**Date Received:** 11/12/2009  
**Estimated Cost:** \$150,000  
**Submissions:** Nil

**Key Issues:**

- ◆ Sediment Control
- ◆ Reuse of stored water
- ◆ Controlled discharge to the Hawkesbury River
- ◆ Removal of extracted material

**Recommendation:** Approval

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#### REPORT:

##### Introduction

The application seeks approval for the extension of an existing dam and construction of one new dam on Lot 1 DP 1061099, 327 Wilberforce Road Wilberforce. This site forms part of a larger land holding (Lots 1 & 2 DP 536877, Lots 1 & 2 DP 730399, Lot A DP 349412 and Lots 751 & 752 DP 825850), which totals the Saad Brothers Farm.

This application is being reported to Council at the request of Councillor Paine.

##### Description of Proposal

The application is proposing to construct two dams with total capacity of 12 mega litres. The existing dam shown on the plans as the *Sediment Dam* will be enlarged from .75 mega litres to hold a capacity of 6.5 mega litres. The second dam shown on the plans as the *Retention Dam* will be new and will have a capacity of 5.5 mega litres.

It is proposed that all runoff from the farm will be directed to the *sediment dam*. Water in the *sediment dam* can be pumped for reuse and/or sediment allowed to settle. When the sediment dam is full it will surcharge over a rock spillway to the *retention dam*. Stored water can be reused as irrigation water back on to the farm. The *retention dam* will have a 0.15 metre diameter low flow pipe to allow controlled discharge to the river from a top water level of 6.55 down to 5.3 metres AHD.

##### Description of the land and its surroundings

The subject farm occupies a total of approximately 60 hectares with frontage to Wilberforce Road and Freemans Reach Road at Wilberforce. The site is primarily used for the intensive growing of vegetables (broccoli and potatoes). The existing sediment dam was constructed in the 1980's and currently catches

and stores water runoff from the farm prior to its discharge into the river. It is proposed that the development of two dams will reduce environmental impact of the farm by reducing the volume of water pumped from the Hawkesbury River and reducing the sediment, nitrogen and phosphorus entering the river.

### **Recommendation**

Approval subject to conditions.

### **Issues Relevant to the Decision**

- Sediment Control
- Reuse of the stored water
- Controlled discharge to the Hawkesbury River
- Removal of excavated material

### **Council Policies, Procedures and Codes to Which the Matter Relates**

- Hawkesbury Local Environmental Plan (HLEP) 1989
- State Regional Environmental Plan No 20 (SREP 20) - Hawkesbury Nepean River
- State Environmental planning Policy No 44 (SEPP 44) - Koala Habitat Protection
- Hawkesbury Development Control Plan (HDCP)

### **Matters for Consideration under Section 79C of the Environmental Planning and Assessment Act 1979 (EP&A Act)**

In determining the application, Council is required to take into consideration the following matters as are relevant to the development that apply to the land to which the development application relates:

**a. The provisions of any:**

**i. Environmental Planning Instrument:**

**Hawkesbury Local Environmental Plan (HLEP) 1989**

The relevant clauses of Hawkesbury Local Environmental Plan 1989 are addressed below:

**Clause 2 - Aims, objectives etc,**

The proposed development is considered to be consistent with the general aims and objectives as outlined in Clause 2 of the HLEP 1989.

**Clause 5 - Definitions**

The proposed development is defined as 'dam'. 'Dam' means "*an artificial pond created by the erection of walls or excavation.*"

**Clause 8 - Zones indicated on the map**

The subject land is within the Environmental Protection - Agriculture Protection (Scenic) zone.

**Clause 9 - Carrying out development**

'Dam' is permissible with development consent within the Environmental Protection - Agriculture Protection (Scenic) zone.

**Clause 9A - Zone Objectives**

Clause 9A states that consent shall not be granted for a development unless, in the opinion of Council, the carrying out of the development is consistent with the objectives of the zone.



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The objectives of the Agriculture Protection (Scenic) zone are as follows:

- (a) *to protect the agricultural potential of rural land in order to promote, preserve and encourage agricultural production,*
- (b) *to ensure that agricultural activities occur in a manner:*
  - (i) *that does not have a significant adverse effect on water catchments, including surface and groundwater quality and flows, land surface conditions and important ecosystems such as streams and wetlands, and*
  - (ii) *that satisfies best practice guidelines and best management practices,*
- (c) *to ensure that development does not create or contribute to rural land use conflicts,*
- (d) *to ensure that development retains or enhances existing landscape values that include a distinctly agricultural component,*
- (e) *to preserve river valley systems, scenic corridors, wooded ridges, escarpments, environmentally sensitive areas and other local features of scenic quality,*
- (f) *to protect hilltops, ridge lines, river valleys, rural landscape and other local features of scenic significance*
- (g) *to prevent the establishment of traffic generating development along main and arterial roads,*
- (h) *to control outdoor advertising so that it does not disfigure the rural landscape,*
- (i) *to ensure that development does not create unreasonable economic demands for the provision or extension of public amenities or services,*
- (j) *to preserve the rural landscape character of the area by controlling the choice and colour of building materials and the position of buildings, access roads and landscaping,*
- (k) *to encourage existing sustainable agricultural activities.*

**Comments:** It is considered that the proposal is consistent with the objectives of the zone as:

- The proposed dam will support the agricultural activities currently carried out on the subject land and add to the efficiency and sustainability of the site, collecting and storing sufficient water to irrigate the Saad Farm on the subject land
- The proposed dam will be constructed and managed so that there will be no significant adverse impact on water catchments, significant ecosystems of the river, or surface and groundwater quality and flows, or surface conditions.
- It is considered that the proposed development will not create any unreasonable rural land use conflicts, given the nature and use of adjoining properties for agricultural uses.
- The proposed development involves dams which are a feature typical of agricultural areas.
- The proposed development will not have any adverse impact on river valley systems, scenic corridors, wooded ridges, escarpments, environmentally sensitive areas and other local features of scenic quality
- The proposed development seeks to reduce the impact on the river by retaining nutrient rich water onsite for reuse and improving the quality of water exiting the site.
- The proposal is consistent with the rural character of the locality and it is therefore considered that there will be no negative impact on the local features of scenic significance.

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- The proposed development is not considered to be traffic generating.
- The proposed development does not involve outdoor advertising.
- The proposal will not create unreasonable economic demands for the provisions or extension of public amenities or services.
- The proposed development will improve the quality of water discharged to the river by allowing sediment to settle in terraced dams.
- The proposed development will preserve the rural landscape character
- The proposal seeks to practice sustainable agriculture by water re-use and nutrient recycling.

### **Clause 25 - Development on flood liable land**

The proposed development site is below the 1-in-100 year flood level.

### **Clause 27 - Heritage items**

The subject lot is not identified as a heritage item as listed in Schedule 1 of HLEP.

### **Clause 28 - Development in the vicinity of heritage items**

The subject lot is not located within the vicinity of any heritage item as identified under Schedule 1 of HLEP 1989.

### **Clause 37A Development on land identified on Acid Sulfate Soils Planning Map**

Clause 37A of HLEP 1989 deals with development identified on Acid Sulfate Soils. The Acid Sulfate Soils Planning Map shows the land, the subject of this application, as being Class 4.

The applicant has provided a preliminary assessment report in accordance with the provisions of Clause 37A(3)(a). The report concludes that actual or potential Acid Sulfate Soils are not present.

In accordance with Clause 37A(3)(b) an advisory note has been placed at the end of the recommended consent confirming to the applicant that the works are not required to be carried out pursuant to an Acid Sulfate Soils Management Plan.

### **Sydney Regional Environmental Planning Policy 20. (No.2 - 1997) - Hawkesbury - Nepean River (SREP No. 20).**

The aim of the policy is to protect the environment of the Hawkesbury-Nepean River system by ensuring the impacts of future land use are considered in the regional context. General and specific matters for consideration, specific planning policies and recommended strategies and development controls, which are to be considered in the assessment of development applications, are included in the policy.

**Comments:** The subject land falls within the boundary of SREP 20 and is situated within a scenic corridor of significance beyond the region. The proposal meets the overall aim of the plan in that it is consistent with the specific planning policies which apply to the proposal. Clauses 6(1), 6(2), 6(3), 6(4), 6(6) and 6(7) of the Plan apply to the proposal and have been considered in the table below:

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<b>Specific Planning Policies and Recommended Strategies</b>	<b>Compliance</b>	<b>Comment</b>
Total Catchment Management	Yes	<p>The proposal is unlikely to result in any significant adverse environmental impacts on any downstream local government areas.</p> <p>It is unlikely that the proposal will have an impact on the water table or result in the formation of acid sulphate soils.</p> <p>It is predicted that the proposal will have a positive benefit on the quality of water entering the river as the sedimentation ponds have been designed to reduce the amount of pollution entering the river system.</p> <p>Soil and sediment erosion controls will be required to be installed and maintained as per a condition of consent.</p> <p>The proposal will not increase water run-off from the site or the rate at which it leaves. The installation of the sediment ponds will in fact slow the flow rate of water exiting the site.</p> <p>The proposed works are in an area previously cleared and disturbed by past farming activities. It is considered that there will be no significant adverse impact on flora and fauna species, populations or habitats.</p>
Environmentally Sensitive Areas	Yes	
Water Quality	Yes	
Water Quantity	Yes	
Flora and Fauna	Yes	
Riverine Scenic Quality	Yes	<p>The proposal is considered to be consistent with the landscape character as described in the Scenic Quality Study.</p>

Based on the above it is considered that the proposed development is consistent with Sydney Regional Environmental Planning Policy 20.

**State Environmental Planning Policy 44 - Koala Habitat Protection (SEPP 44)**

The aim of the policy is to encourage the proper conservation and management of areas of natural vegetation that provide habitat for koalas to ensure a permanent free-living population over their present range and reverse the current trend of koala population decline.

**Comments:** Having regards to the requirements of SEPP No. 44 it is noted that the proposal will not include the removal of any significant strands of vegetation or disturbance of any natural habitats which would be considered as 'core koala habitat'. The area proposed for this development has been currently used for the same purpose and it is considered that the proposed development will not impact any potential core koala habitat areas.

ii. **Draft Environmental Planning Instrument that is or has been placed on exhibition and details of which have been notified to Council:**

Draft Hawkesbury Local Environmental Plan 2009 is on exhibition at present. The subject lot is identified as being under Zone RU2 (Rural Landscape) under the draft LEP. The proposed development is best defined as *Waterbodies (artificial)* and is permissible within the RU2 (Rural Landscape) zone with development consent.

iii. **Development Control Plan applying to the land:**

**Hawkesbury Development Control Plan (HDCP) 2002**

**Part A Chapter 2 - General Information**

It is considered that the subject application provides adequate information for the assessment of the proposal and therefore complies with this chapter.

**Part A Chapter 3 - Notification**

The application was notified to adjacent property owners in accordance with HDCP. No submissions were received in response to the application.

**Part C Chapter 4 - Erosion and Sediment**

This application is accompanied by a Sediment and Erosion Control Plan which satisfies the objectives and controls of this chapter of the DCP. Appropriate conditions addressing this matter are included in the recommendation of this report.

**Part D Chapter 6 - Dam Construction**

The objectives of this Chapter are to:

- A. *ensure that any dam proposed is compatible with the existing natural and rural character of the site and the area generally;*
- B. *ensure that no adverse impact results on local drainage or floodway characteristics in a catchment from dam construction;*
- C. *ensure that appropriate environmental measures are applied to dam construction sites in order to conserve the landscape and protect the surrounding environment;*
- D. *establish, maintain and promote appropriate site rehabilitation or revegetation techniques for dam construction;*
- E. *maintain and enhance the visual and scenic quality of the locality by controlling form, bulk and scale to complement the environment and have minimum environmental impact;*
- F. *ensure no adverse effects on adjoining properties (drainage, structure, stability, fences);*
- G. *protect, restore and maintain the local non-urban character of areas and ensure viable agricultural land is sustained;*
- H. *protect the health and safety of human residents;*
- I. *maintain water quality within the Hawkesbury Nepean Catchment area; and*
- J. *ensure that degradation of the environment does not occur from acid sulphate soils, sodic soil or saline soils.*

**Comments:** It is considered that the proposal is consistent with the objectives of this Chapter as the development is distinctively agricultural in nature and therefore compatible with the existing scenic character of the locality, the proposed earthworks will not change the floodway characteristics of the Hawkesbury Nepean river, and proposed dams will improve the quality of water discharged to the river by allowing sediment to settle in the terraced dam.

Furthermore the application is supported by a preliminary assessment report which concludes that actual or potential Acid Sulphate Soils are not present.

The following table provides an assessment of the proposed development against the requirements for the Dam Construction Chapter:

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Element	Rules	Provides	Complies
Crest	(a) The width of the dam crest is to be a minimum of 3 metres for a 3 metre high dam wall. The crest should increase in width 0.5 metre for every metre above a 3 metre high dam.	No dam walls are proposed, the dam will sit below the natural ground level. A bund wall will be constructed around the dam to direct surface water flow into the dams.	Not applicable
Freeboard	(a) A minimum of 1 metre is to be established for freeboard. This should increase by 10% for every metre over a 3 metre high wall.	Sediment dam designed to spill into retention dam with a minimum freeboard of approx 2.19m.	Yes
Embankments	1. A soil with 25% clay content is ideal to form an impervious barrier.	Condition	Yes
	2. The following soil types should not be used for dam construction: <ul style="list-style-type: none"> <li>• Sand,</li> <li>• gravels,</li> <li>• organic</li> <li>• soils or</li> <li>• peat.</li> </ul>		Yes
	3. Topsoil should be stripped and stockpiled from the excavation and wall areas before the dam wall is constructed, with the stockpile located clear of any natural watercourse. There should be no excavation above high water mark.		Yes

**ORDINARY MEETING**

**Meeting Date: 30 March 2010**

Element	Rules	Provides	Complies
	<p>4. The embankment is to be completed with at least 100 millimetres of top soil. It is to be planted with a good holding grass such as couch. Trees or shrubs are not to be planted on the embankment as roots may provide seepage paths for water.</p> <p>5. The slope of the upstream embankment batters should be no steeper than the ratio of 3.0 horizontal to 1.0 vertical, while the downstream batter should be no steeper than 2.5 horizontal to 1.0 vertical.</p>	<p>Condition</p> <p>Ratio of 3.0 horizontal to 1.0 vertical proposed on both the upstream and down stream batters.</p>	<p>Yes</p> <p>Yes</p>
Spillway	<p>(a) The spillway should be a minimum of 3 metres in width increasing in size dependent on the size of the dam and catchment. Generally, spillways are to be designed so as not to overflow more than half the depth of the freeboard.</p> <p>(b) The width of the outlet is not to be less than the inlet width. The spillway also is not to direct flows onto the downstream toe. The spillway area should be grassed, stable and able to accept runoff flow. In some instances it may be necessary to turf the spillway area. The spillway cut batter should have a maximum steepness of 2:5:1.</p> <p>(c) A small diameter (100 millimetre) pipe be required where spring flows or small flows of long duration occur to ensure that the spillway does not erode.</p> <p>(d) Where dams are to be constructed in gullies or water courses, a diversion weir is to be constructed up stream of the dam. The weir is to incorporate two pipes 200 millimetres in diameter.</p>	<p>9m spillway designed from sediment dam to the retention dam. Overflow from the retention dam will be directed via the existing pipe diversion line which connects to the river.</p> <p>Not applicable</p> <p>Not applicable</p> <p>Not applicable</p>	<p>Yes</p> <p>Not applicable</p> <p>Not applicable</p> <p>Not applicable</p>

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Element	Rules	Provides	Complies
Cut-Off Trench	(a) The cut-off trench is to be constructed along the entire length of the embankment at a minimum width of 2 metres. The trench should be excavated at least 1 metre into impervious soil and backfilled with impervious material.	Not applicable	Not applicable
Vegetation Filters and Tree Planting	(a) A gate should be provided in the fence so that the filter area can be renovated by light grazing during rapid growth seasons. Prolonged grazing in dam catchments has potential to cause algal and weed growth in the dam due to the introduction of nutrients from manure.	Not applicable	Not applicable
Hydrological Aspects	(a) Clay lining and limiting depths of dam construction to above the water table are consent requirements to minimise the threat of contamination to groundwater.	Proposed	Yes
	(b) All excavations which intercept the groundwater are required to be licensed by Department of Land and Water Conservation under the Water Act.	Proposal does not seek to intercept groundwater	Not applicable
Dam Construction	(a) The dam wall is to be adequately compacted by track rolling or a sheet foot roller or similar in layers no greater than 150 millimetres.	Dam wall not proposed. However batters and bund walls will be required to be compacted as a condition of consent.	Yes
	(b) Erosion and sediment control devices are to be installed and maintained to ensure that there is no increase in downstream levels of nutrients, litter, vegetation debris or other water borne pollutants.	Condition	Yes

**Conclusion:** The proposal is considered to be consistent with the aims, objectives and rules of this chapter.

**b. The likely impacts of that development, including environmental impacts on both the natural and built environments and the social and economic impacts in the locality:**

It is considered unlikely that the proposed development will have any adverse environmental or social impacts on the locality. The proposal will promote the use of the land for agricultural purposes.

Consideration has been given to the relevant matters identified under s79C (1) (b) of the EP&A Act as shown below:

**Context and Setting**

The proposal is compatible with the agriculture production character of the locality. Adjoining land uses are farm lands. The proposal is compatible with the existing use of the locality.

**Access, Transport and Traffic**

It is considered that the traffic generated by the proposal will have no significant impact on traffic movements within the locality.

To construct the dams the proposed works will result in a significant amount of truck movements to and off the site with the removal of approximately 25000m<sup>3</sup> of soil from the site and importation of approximately 6000m<sup>3</sup> of clay required to be used to line the dams.

The application anticipates that the vehicle movements of the works would total approximately 1500 truck and dog trailers. It is considered necessary that both the excavation works and removal of stockpiled soil from the property be conducted within a timely manner.

A condition recommending that all works be completed within 12 months from the commencement of the works has been included as a recommended condition of the consent.

Furthermore access to and from the site will need to be organised during the course of the works. A traffic management plan will need to be prepared and submitted to Council for approval prior to the commencement of works.

**Utilities**

The proposed development will not place unreasonable demands on the provision of services.

**Water**

The proposed development is considered to improve the quality of water discharged to the river by allowing sediment to collect within the terraced dams on site.

**Soils**

Erosion and sedimentation controls will be utilised during construction. Once the dams have been constructed they will act as sediment ponds and aid in controlling sediments exiting the subject property.

As part of the maintenance of the proposed dams the sediment which has settled will be required to be excavated. The sediments collected in the dams will be re-used on the farm as topsoil. A condition of consent has been placed on the consent requiring the applicant to provide a plan of management for the ongoing management of these dams to be submitted and approved by Hawkesbury City Council.

**Air and Noise**

There will be a short term increase in air (dust and exhaust) and noise emissions as a result of construction and trucks removing the soil from the site. However, given the existing traffic volumes of Wilberforce Road, the current noise levels in the locality, the current farming activities, separation from surrounding dwellings and short term nature of the work it is considered that the air and noise impacts will not be significant.

**Waste**

Appropriate conditions have been recommended in the consent to ensure that site is to be kept tidy and maintained to the satisfaction of Council during the construction period.



## ORDINARY MEETING

Meeting Date: 30 March 2010

### **Safety**

The design of the development achieves satisfactory performance for safety of the vehicles on Wilberforce road. The proposed dam is 16 metres away from the property boundary fronting Wilberforce Road and proposes 0.5m high bund wall around the dam which is considered satisfactory as it will be visible from the road.

### **Construction**

The recommendation of this report includes conditions to manage construction works to ensure that disruption to the locality is minimised.

### **Cumulative Impact**

The proposed development is compatible with adjoining land uses, the objectives of the zone and requirements of Hawkesbury DCP therefore no negative cumulative impact is foreseen.

#### **c. Suitability of the site for the development:**

The site is suitable for this proposal subject to the implementation of the conditions outlined in the recommendation to this report.

In a letter dated 18 November 2009, the proposal is supported by District Agronomist of the Nutrient Smart Farms program under the Hawkesbury Nepean River Recovery Package as being "highly desirable" work.

#### **d. Any submissions made in accordance with the Act or the Regulations:**

##### **NSW Department of Water and Energy**

The application was referred to the NSW Department of Water and Energy on 25 March 2010 and advice was received on 25 February 2010. The Department of Water and Energy has advised that the proposed dam construction and water re-use does not require a water licence to be issued and therefore no General Terms of Approval imposed.

##### **Public Submission**

No submissions were received as the result of notification of the proposal.

#### **e. The Public Interest:**

The proposed development is considered to be in the public interest based in the following:

- The proposal is consistent with the objectives and requirements of HLEP 1989, SREP No. 20 and SEPP 44;
- The proposal complies with the objectives and requirements of the HDCP 2002
- The proposed development is not expected to adversely impact on the amenity of the locality or the surrounding environment
- The proposal is supported by the Nutrient Smart Farms program

### **Conclusion**

The proposal is considered to be satisfactory, subject to the implementation of conditions outlined in the recommendation to this report.

### **Planning Decision**

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

## ORDINARY MEETING

Meeting Date: 30 March 2010

### RECOMMENDATION:

That development application DA0756/09 at Lot 1 DP 1061099, 327 Wilberforce Road WILBERFORCE NSW 2756 for Upgrade of existing dam and construction of one new dam be approved subject to the following conditions:

#### ***Hawkesbury City Council Conditions of Consent***

##### ***General Conditions***

1. The development shall take place in accordance with the stamped plans, specifications and accompanying documentation submitted with the application except as modified by these further conditions.
2. No excavation, site works or building works shall be commenced prior to the issue of an appropriate Construction Certificate.
3. The accredited certifier shall provide copies of all Part 4 certificates issued under the Environmental Planning and Assessment Act, 1979 relevant to this development to Hawkesbury City Council within 7 days of issuing the certificate. A registration fee applies.
4. The applicant shall make themselves aware of any User Restriction, Easements and Covenants to this property and shall comply with the requirements of any Section 88B Instrument relevant to the property in order to prevent the possibility of legal proceedings against them.
5. Dam construction works including the removal of stockpiled soil shall be completed within 12 months from the date of commencement of works.

##### ***Prior to Issue of Construction Certificate***

6. Construction of the dam works and removal of the spoil are not to commence until three (3) copies of the plans and specifications of the proposed works are submitted to and approved by the Director of City Planning or an Accredited Certifier.
7. Payment of a Construction certificate checking fee of \$496 and a Compliance Certificate inspection fee of \$2480 when submitting Civil Engineering Plans for approval. This amount is valid until 30 June 2010. Fees required if an accredited certifier is used will be provided on request.
8. An Environmental Management and Rehabilitation Plan for the development site shall be prepared by an appropriately qualified person and be submitted to Council for approval. The Plan shall address (without being limited to) the earthworks, erosion control, site rehabilitation and landscaping.
9. All site works shall be carried out in accordance with the Plan. Implementation of the Plan shall be supervised by an appropriately qualified person.
10. Details of any fill material removed from site shall be submitted with the engineering plans. Details to include quantities and disposal sites.
11. A Traffic Management Plan prepared in accordance with AS 1742-3 (1996) by an appropriately qualified person shall be submitted to Council. Where the works affect Roads and Traffic Authority controlled roads, the Traffic Management Plan is to be approved by the Roads and Traffic Authority before submission to Council.

## ORDINARY MEETING

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### ***Prior to Commencement of Works***

12. All traffic management devices shall be installed and maintained in accordance with the approved traffic management plan.
13. Erosion and sediment control devices are to be installed and maintained at all times during site works and construction. The enclosed warning sign shall be affixed to the sediment fence/erosion control device.
14. The applicant shall advise Council of the name, address and contact number of the principal certifier, in accordance with Section 81A 2(b) of the Environmental Planning and Assessment Act, 1979.
15. At least two days prior to commencement of works, notice is to be given to Hawkesbury City Council, in accordance with the Environmental Planning and Assessment Regulation.
16. Toilet facilities (to the satisfaction of Council) shall be provided for workmen throughout the course of building operations. Such facility shall be located wholly within the property boundary.
17. Vehicle entrances and exits shall be clearly signposted, including street number, and visible from both the street and site at all times. A Trucks (crossing or entering) (W5-22) sign shall be erected in accordance with Australian Standard: AS1742.2 for the duration of the works.
18. A sign displaying the following information is to be erected adjacent to access point and to be easily seen from the public road. The sign is to be maintained for the duration of works:
  - a) Unauthorised access to the site is prohibited.
  - b) The owner of the site.
  - c) The person / company carrying out the site works and telephone number (including 24 hours 7 days emergency numbers).
  - d) The name and contact number of the Principal Certifying Authority.

### ***During Construction***

19. The topsoil shall be stripped and stockpiled and used to cover batters and disturbed areas.
20. The dam batters and the bund walls shall be grassed immediately after excavation works take place.
21. Dust control measures, eg vegetative cover, mulches, irrigation, barriers and stone shall be applied to reduce surface and airborne movement of sediment blown from exposed areas.
22. Measures shall be implemented to prevent vehicles tracking sediment, debris, soil and other pollutants onto any road.
23. All trucks entering or leaving the site shall have their trays suitably covered to prevent spillage from the truck onto the road.
24. Dish drains are to be constructed where necessary to ensure the entire catchment area of the subject site is directed towards the proposed sediment dam located on the Western corner of the site.
25. The spillway from the Western sediment dam is to be constructed to direct overflow to the Eastern retention dam.
26. All necessary works being carried out to ensure that any natural water flow from adjoining properties is not impeded or diverted.

## ORDINARY MEETING

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27. Dam construction works and removal of the spoil shall be carried out only on Monday to Friday between 7am – 6pm and on Saturdays between 8am – 4pm.
28. All civil construction works required by this consent shall be in accordance with Hawkesbury Development Control Plan appendix E Civil Works Specification.
29. Erosion and sediment control devices are to be installed and maintained until the site is fully stabilised in accordance with the approved plan and Hawkesbury Development Control Plan chapter on Soil Erosion and Sedimentation.
30. Inspections shall be carried out and compliance certificates issued by Council or an accredited certifier for the components of construction detailed in Hawkesbury Development Control Plan Appendix B Civil Works Specification, Part II, Table 1.1.
31. Care is to be taken when excavating not to intercept ground water. If ground water is discovered then excavation works are to cease immediately and the Principal Certifier is to be notified.
32. A ticketing system is to accompany any material being brought to the site. A register is to be kept on site to cross reference against the source records. An independent site auditor is to be engaged to undertake appropriate certification regarding the monitoring and validation of the fill material imported to the site as being sound, suitable for the proposed use and free of contamination.
33. The dam structure is to be located a minimum of sixteen (16) metres from the property boundary adjacent to Wilberforce Road and the southern extent of the works are to be one (1) metre clear of the common boundary with Lot 2 DP536877.

### ***Prior to the Issue of Compliance Certificate***

34. The structural adequacy of the dam and spillway capacity is to be certified by a suitably qualified and experienced engineer upon completion of works.
35. Compliance with all conditions of this development consent to the satisfaction of Council.
36. A works as executed plan shall be submitted to Council on completion of works. The plan shall include the location of the constructed dam in relation to property boundaries
37. A Plan of Management for the ongoing maintenance of the proposed sediment retention structures shall be submitted to and approved by Hawkesbury City Council.

### ***Use of the Development***

38. Trees and shrubs are to be kept clear from the dam at all times.

### ***Advisory Notes***

- \*\*\* Non-compliance with any condition of this development consent may result in a penalty notice being issued by Council.
- \*\*\* Should any aboriginal site or relic be disturbed or uncovered during the construction of this development, all work should cease and the National Parks and Wildlife Service consulted. Any person who knowingly disturbs an aboriginal site or relic is liable to prosecution under the National Parks and Wildlife Act 1974.
- \*\*\* The developer is responsible for all costs associated with any alteration, relocation or enlargement to public utilities whether caused directly or indirectly by this proposed subdivision. Such utilities include water, sewerage, drainage, power, communication, footways, kerb and gutter.

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\*\*\* In accordance with the provisions of Clause 37A(3)(b) of the Hawkesbury Local Environmental Plan 1989, the applicant is advised that the proposed works need not be carried out pursuant to an acid sulfate soils management plan prepared with the *Acid Sulfate Soils Assessment Guideline*.

### ATTACHMENTS:

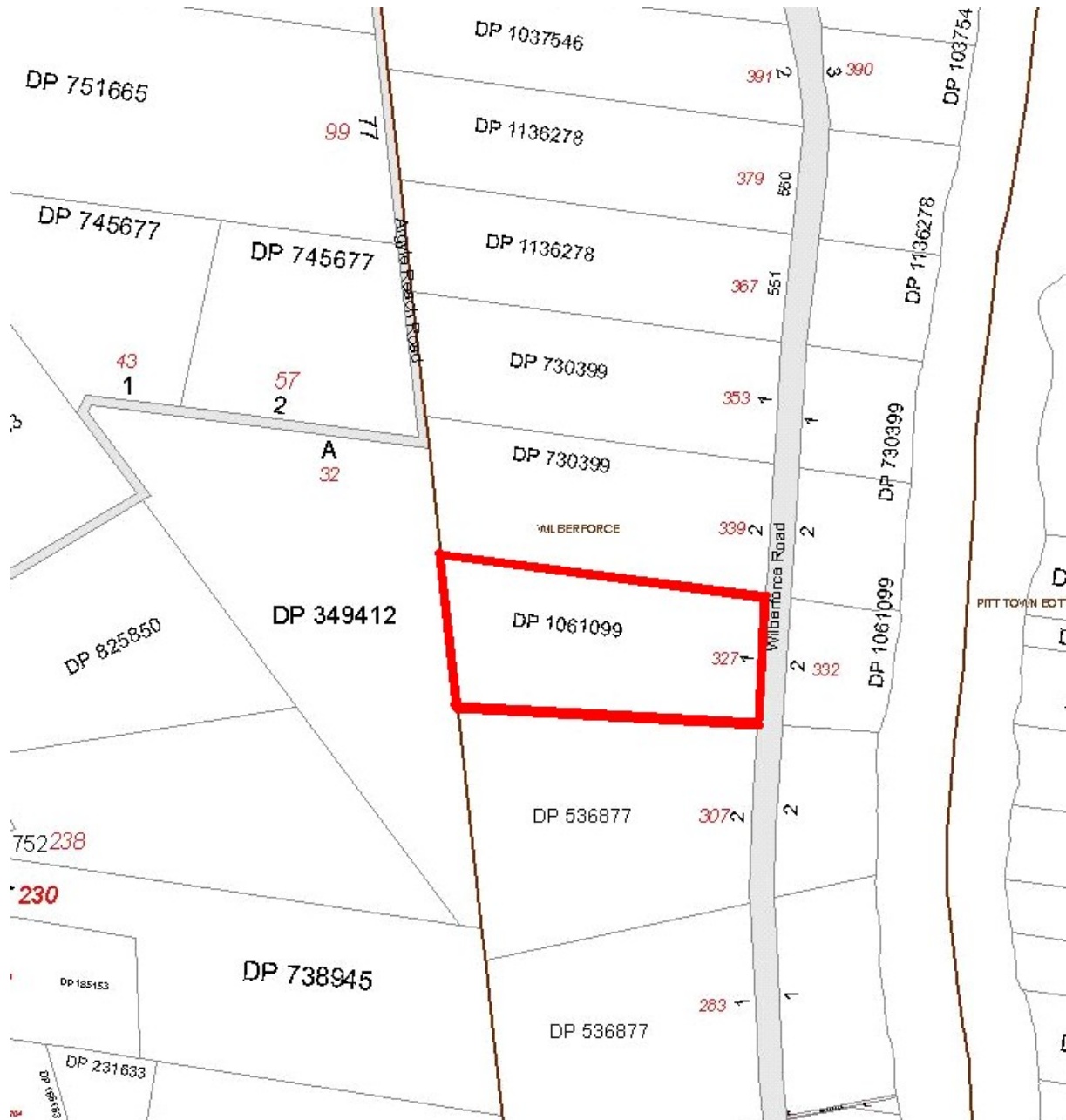
- AT - 1 Locality Plan
- AT - 2 Aerial Photograph
- AT - 3 Plan of proposed dams

ORDINARY MEETING

Meeting Date: 30 March 2010

AT - 1 Locality Plan

327 Wilberforce Road WILBERFORCE NSW 2756



ORDINARY MEETING

Meeting Date: 30 March 2010

AT - 2 Aerial Photograph





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**CAUTION**

THIS DRAWING IS THE PROPERTY OF THE ENGINEER. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE ENGINEER.

**CONSTRUCTION & ENVIRONMENTAL MANAGEMENT NOTES**

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE CANADIAN STANDARDS FOR CONSTRUCTION AND THE LATEST EDITIONS OF THE CANADIAN STANDARDS FOR ENVIRONMENTAL MANAGEMENT.

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**ORDINARY MEETING****Meeting Date:** 30 March 2010**Item: 58 CP - Community Sponsorship Program - (2009/2010 - Round 3)**

**Previous Item:** 140, Ordinary (28 July 2009)  
 148, Ordinary (11 August 2009)  
 171, Ordinary (25 August 2009)  
 256, Ordinary (24 November 2009)

**REPORT:**

This report has been prepared to advise Council of applications for financial assistance received from community groups and individuals to be determined under Round 3 of the Community Sponsorship Program for 2009/2010.

**Background**

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

**Community Sponsorship Program 2009/2010**

Total (amended) Budget for Financial Year 2009/2010 \$100,770

Expenditure to date:

Allocated to Hawkesbury Eisteddfod	\$18,540
St Monica's School (Sec 94A Reimbursement Donation)	\$30,000
Approved under Round 1 (21 applicants)	\$31,322
Allocated to Macquarie 2010 Seeding Grants	\$10,000
Allocated under Round 2 (14 applicants)	<u>\$ 5,648</u>
<b>Total</b>	<b><u>\$95,510</u></b>

Balance as at 30/3/2010 \$ 5,260

**Community Sponsorship Program (2009/2010) - Round 3**

In accordance with Council's Community Sponsorship Policy, applications for community sponsorship under Round 3 of the Community Sponsorship Program 2009/2010 were called for and closed on March 12, 2010. Nine applications were received. [Table 1](#) summarises the applications received and the proposed level of financial assistance to be provided.

No	Applicant	Type	Proposal	\$
1	Newtown Green Men's Workshed Inc	MA	Setup costs for men's shed	500
2	Brendon Newcombe	MA	Representative Rugby	100
3	Wisemans Ferry Seniors Golfing Group	MA	Bus hire to Premier's Gala Concert	500
4	Scheyville Trashed Sculpture Competition	MA	Sculpture competition in conjunction with Scheyville Fest.	500
5	Koori Kids	MA	NAIDOC Week School Initiatives	0

**ORDINARY MEETING****Meeting Date:** 30 March 2010

No	Applicant	Type	Proposal	\$
6	Hawkes. Community Outreach Service*	SG	Fence around play area in McMahon Park, Kurrajong	2,560
7	St Albans Dirt Road Choir	MA	Open access workshops for choir members	500
8	Hawkesbury City Pipe Band*	MA	Purchase of kilts for band members	500
9	Christopher Barbera	MA	Participation in Montreux Jazz Festival	100
			<b>TOTAL</b>	<b>5,260</b>

MA = Minor Assistance. SG = Seeding Grant

**Table 1 - Requests for financial assistance Round 3 of 2009/2010 Community Sponsorship Program**

The applications received were assessed against the applicable criteria outlined in Council's Community Sponsorship program. These criteria reflect the provisions of Council's adopted Sponsorship Policy and the amounts recommended for approval are generally consistent with the policy. A more complete summary of the assessment of applications against the Community Sponsorship Program is appended to this report - including the details of special conditions to be applied to the recommended financial assistance (Attachment 1).

Two of the applications (marked with asterisks in Table 1) have given rise to specific policy issues as follows:

- a. The application from the Hawkesbury Community Outreach Service would not ordinarily qualify for funding under the Community Sponsorship Program as the organisation receives funding from the NSW Department of Community Services and the Commonwealth Department of Family, Housing, Community Services and Indigenous Affairs. However it is considered that Council may wish to support the application for a funding contribution for the installation a fence to the Kurrajong Community Centre to assist HCOS to operate its Before and After School Care Service in the newly-opened extensions to the Centre (the installation of the required fencing was omitted from the design brief for the centre extension). HCOS have made representations to Council in relation to this matter. HCOS have requested \$3,276 and an amount of \$2,560 has been recommended (representing the balance of available Community Sponsorship Program (CSP) funds.
- b. The application from the Hawkesbury City Pipe Band is the second application received from this organisation for the purchase of kilts for band members (the organisation also received \$600 under the Macquarie 2010 Seeding Grant program for a pipe band competition). Council's current CSP criteria does not limit the number of applications an organisation can make in any one year - for this reason the second application for the Pipe Band has been recommended for approval. However, it would be reasonable to restrict the number of grants to a single organisation to one per year. It is proposed that Council make this explicit so that the guidelines for the CSP can be amended accordingly.

There are sufficient funds to cover the total recommended amount of \$5,260 for Round 3 of the 2009 -10 Community Sponsorship Program. The allocation of the recommended amount will exhaust allocated funds for the CSP for 2009/2010.

### **Conformance to Strategic Plan**

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

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

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

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

## ORDINARY MEETING

Meeting Date: 30 March 2010

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

- “Support community initiatives and volunteers”

and assist Council to achieve the following CSP measure:

- “Level of support to community organisations”

### Funding

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

### RECOMMENDATION:

That Council:

1. Approve payments of Section 356 Financial Assistance to the organisations or individuals listed, and at the level recommended in Table 1 of this report.
2. Approve the execution of Council's standard Sponsorship Agreement for application 6 as identified in Table 1 of this report.
3. Amend the application criteria for the Community Sponsorship Program to specify that Council will only provide one sponsorship grant from a single organisation in any one financial year.

### ATTACHMENTS:

**AT - 1** Assessment of Applications under Round 3 Community Sponsorship Program 2009/2010.

**ORDINARY MEETING**  
**Meeting Date: 30 March 2010**

**AT - 1    Assessment of Applications under Round 3**

**Community Sponsorship Program 2009-2010.**

**Attachment 1 - Assessment of Applications under Round 3 Community Sponsorship Program 2009/2010**

Applicant	Sponsorship Type (1)	Description	Assessment Criteria								Amount requested (or previously approved for ES Sponsorship)	Amount recommended	Comments
			Local service	Not-for-profit	Not funded by State/Federal Government	Co-contribution provided	Reflects agreed community priority	Meets sponsorship criteria	Financially sustainable	Documentation provided			
Newtown Green Men's Workshed Inc.	MA	Set up costs for men's shed at South Windsor	✓	✓	✓	✓	✓	✓	n/a	✓	500	500	Meets requirements for Minor Assistance category
Brendan Newcombe	MA	Represent Australia in Rugby - World Youth Rugby Championships, Fukuoka, Japan	✓	✓	✓	✓	✓	✓	n/a	✓	100	100	Meets requirements for Minor Assistance category
Wisemans Ferry Seniors Golfing Group	MA	Bus hire to take senior residents to the Premier's Gala concert in December at Sydney Entertainment Centre	✓	✓	✓	✓	✓	✓	n/a	✓	500	500	Meets requirements for Minor Assistance category
Skyville Trashed Sculpture	MA	Sculpture competition using recycled materials as part of the Skyville Festival	✓	✓	✓	✓	✓	✓	n/a	✓	500	500	Meets requirements for Minor Assistance category
Koori Kids	MA	NAIDOC Week school initiatives for local schools	✓	✓	✓	✓	✓	✓	n/a	✓	450	0	Not a local organisation. sponsorship requested for state-wide colouring-in competition. Council remits \$3,500 to Merana Aboriginal Community Organisation for NAIDOC Week Celebrations in the Hawkesbury.
Hawkesbury Community Outreach Services Inc	SG	Fence adjacent to Kurrajong Community Centre, McMahon Park Kurrajong	✓	✓	✓	✓	✓	✓	?	✓	3276	2560	Service is funded by DoCS, and DHFCSIA to provide services and would not ordinarily qualify for sponsorship under CSP. However in view of the 'special circumstances' it is proposed that the balance of available CSP funds be allocated for this project.
Hawkesbury City Pipe Band	SG	Purchase of kilts for band members	✓	✓	✓	✓	✓	✓	n/a	✓	not specified	500	Has received funding previously Round 2 2009/2010 and Macquarie 2010 Round.
St Albans Dirt Road Choir	MA	Open access choral workshops for choir members	✓	✓	✓	✓	✓	✓	n/a	✓	500	500	Meets requirements for Minor Assistance category
Christopher Barbera	MA	Member of Greater Western Sydney Jazz Bands participating in the Montreux Jazz Festival	✓	✓	✓	✓	✓	✓	n/a	✓	100	100	Meets requirements for Minor Assistance category
											5,260	TOTAL	

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

oooO END OF REPORT Oooo

ordinary

section 5

reports  
of committees

**ORDINARY MEETING**  
Reports of Committees

**SECTION 5 - Reports of Committees**

**ROC - Local Traffic Committee - 17 March 2010 - (80245)**

Minutes of the Meeting of the Local Traffic Committee held in the Large Committee Room, Windsor, on Wednesday, 17 March 2010 commencing at 3pm.

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**ATTENDANCE**

<b>Present:</b>	Councillor B Bassett (Chairman) Mr J Suprain, Roads and Traffic Authority Mr J Christie, Officers of Messrs A Shearan, MP, (Londonderry) and J Aquilina, MP, (Riverstone) Snr Constable B Phillips, NSW Police Service
<b>Apologies:</b>	Mr R Williams, MP, (Hawkesbury)
<b>In Attendance:</b>	Mr C Amit, Manager, Design & Mapping Services Ms D Oakes, Community Safety Co-ordinator

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**SECTION 1 - Minutes**

**Item 1.1       Minutes of Previous Meeting**

RESOLVED on the motion of Mr J Christie and seconded by Mr J Christie, that the Minutes of the Meeting of the Local Traffic Committee held on 13 January 2010 at 3.00pm, be confirmed.

**Item 1.2       Business Arising**

**Item 1.2.1      LTC - 17 March 2010 - Item 1.2.1 - Childrens Crossing in Bells Line of Road, Kurmond, adjacent to Kurmond Public School - (80245)**

Previous Item:      4.1, Local Traffic Committee (10 February 2010)

**REPORT:**

Mr J Suprain advised that the RTA are aware of the situation relating to the Childrens Crossing in Bells Line or Road, Kurmond, adjacent to Kurmond Public School and provided the following information:

- Interim improvements have/are being done to increase driver awareness
- Trimming of vegetation is being undertaken as required.
- Linemarking is being reviewed with the "Dragons Teeth" linemarking to be undertaken.
- The scheduling for flashing lights is on the list and is to be elevated on the current list due to site issues such as the area being subject to inclement and variable weather patterns.
- High visibility signs are to be installed.

**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Councillor B Bassett, seconded by Mr J Christie.

That:

1. The information be received.
2. Correspondence be forwarded to the Speed Management Section of the RTA requesting that they prioritise the installation of flashing lights for the school zone in Bells Line of Road, Kurmond, adjacent to Kurmond Public School and also increase the visibility of the site.

**Item 1.2.2      LTC - 17 March 2010 - Item 1.2.2 - Request for Update from RTA in relation to Traffic Audit - Richmond to North Richmond - (80245)**

Previous Item:      4.2, Local Traffic Committee (10 February 2010)

**REPORT:**

Mr J Suprain advised that the RTA are currently undertaking the following:

- Traffic analysis along Kurrajong Road between Bosworth Street and North Richmond Bridge
- The analysis includes modelling, accidents statistics, traffic flows etc.
- Options will be investigated for the stretch of road leading to a favourable concept.
- Once the concept is developed, it will be costed with a view to undertaking public consultation, public notification and applying for funding.
- The development of a concept is expected within 6 months.

**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Councillor B Bassett, seconded by Mr J Christie.

That the information be received.



**SECTION 2 - Reports for Determination**

**Item 2.1**      **LTC - 17 March 2010 - Item 2.1 - Application for Final Approval: Collectors' Plant Fair at Bilpin - 2010 (Hawkesbury) - (80245, 74282, 74000, 95450)**

**Previous Item:**      Item 2.1, Local Traffic Committee (16 September 2009)

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**REPORT:**

**Introduction**

An application to undertake the Collectors' Plant Fair within the grounds of 27 Powells Road, Bilpin on 17 and 18 April 2010 (between the hours of 8.00am and 4.00pm) was reported to the Local Traffic Committee on 16 September 2009. The recommendation of the Local Traffic Committee as part of the Initial Approval, was adopted by Council on 29 September 2009 as follows:

*"That:*

1.    *The event "Collectors' Plant Fair at Bilpin - 2010", planned for 17 and 18 April 2010, be classified as a **"Class 2"** special event under the "Traffic and Transport Management for Special Events" guidelines issued by the RTA.*
2.    *The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.*
3.    *It is strongly recommended that the event organiser becomes familiar with the contents of the RTA publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package that explains the responsibilities of the event organiser in detail.*
4.    *No objection be held to this event subject to compliance with the following conditions:*

**Prior to the event:**

- 4a.    *the event organiser is to obtain approval to conduct the event, from the NSW Police Service; **a copy of the Police Service approval to be submitted to Council;***
- 4b.    *the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than \$10,000,000 **noting Council and the Roads and Traffic Authority as interested parties on the Policy** and that Policy is to cover **both on-road and off-road activities;***
- 4c.    *the event organiser is to advertise the event in the local press stating the entire extent of the event and the traffic impact/delays expected due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);*
- 4d.    *the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area and all the residences and businesses which may be affected by the event for at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council;***

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- 4e. *the event organiser is to submit the completed " Special Event - Traffic - Final Approval Application Form" to Council;*

**During the event:**

- 4f. *maintain the event access, only via the existing driveway on Powells Road;*
- 4g. *access is to be maintained for businesses, residents and their visitors;*
- 4h. *a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;*
- 4i. *all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the RTA;*
- 4j. *in accordance with the submitted TMP, appropriate advisory signs and traffic control devices are to be placed for the event, under the direction of a traffic controller holding appropriate certification as required by the RTA;*
- 4k. *the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,*
- 4l. *all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately upon completion of the activity.*

**Discussion**

The event organiser has provided information in order to obtain **Final Approval** for the event. *Refer to Appendix 1.*

Condition 4 (a): Compliant.  
Condition 4 (b): Compliant.  
Condition 4 (c): Compliant – copy of advertisement provided.  
Condition 4 (d): Not yet Compliant  
Condition 4 (e): Compliant.

**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Councillor B Bassett, seconded by Mr J Christie.

That no objection be held to the Collectors' Plant Fair at Bilpin - 2010", planned for 17 and 18 April 2010, classified as a "**Class 2**" special event under the "Traffic and Transport Management for Special Events" guidelines issued by the RTA.

Final Approval be granted subject to compliance with the following conditions:

**Prior to the event:**

- a) the event organiser is to advertise the event in the local press stating the entire extent of the event and the traffic impact/delays expected due to the event, two weeks prior to the event; **a copy of the proposed advertisement has been submitted to Council;**
- b) the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area and all the residences and businesses which may be affected by

**ORDINARY MEETING**  
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the event for at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event;

**During the event:**

- c) maintain the event access, only via the existing driveway on Powells Road;
- d) access is to be maintained for businesses, residents and their visitors;
- e) a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;
- f) all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the RTA;
- g) in accordance with the submitted TMP, appropriate advisory signs and traffic control devices are to be placed for the event, under the direction of a traffic controller holding appropriate certification as required by the RTA;
- h) the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- i) all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately upon completion of the activity.

**APPENDICES:**

**AT - 1** Special Event Application for Final Approval- (Dataworks Document No. 3307801) - see *attached*.

**Item 2.2** **LTC - 17 March 2010 - Item 2.2 - Zone One Q60 Endurance Horse Ride - May 2010 - Upper Colo Reserve (Hawkesbury)- (80245, 85005)**

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**REPORT:**

**Introduction**

An application has been received from Zone One of The NSW Endurance Riders' Association seeking approval to conduct the Zone One Q60 Endurance Horse Ride on Sunday, 16 May 2010, utilising Upper Colo Reserve as a base area. The event organiser has advised the following:

Event Schedule: (Zone One Q60 Endurance Horse Ride on 16 May 2010): The riders will be undertaking either a single Leg or a combination of the Legs 1, 2 and 3.

- Leg 1 = 45 Kilometres
- Leg 2 = 35 Kilometres
- Leg 3 = 20 Kilometres
- Duration: between 4.00am and 4.00pm.
- 60-80 Riders and 30-50 Support/Helpers.

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- Riders travel as Single or small groups of 2 and 3.
- This is a timed event and not a race.

Route for the Rides:

Leg/Phase 1 - 45 Kilometres

- Start Upper Colo Reserve (Ride Base) turn right out of the Reserve into Hulbert Road,
- Travel along Hulbert Road and turn right into Colo Heights Road,
- Travel along Colo Heights Road, crossing the timber bridge over the Colo River, and turn right into Upper Colo Road,
- Travel along Upper Colo Road, and turn left into Comleroy Road,
- Travel along Comleroy Road, and turn left into the Wollemi National Park (Gees Arm South Trail),
- Travel along Gees Arm South Trail and through private property,
- Travel onto Upper Colo Road and along Upper Colo Road, crossing Wheeny Creek Bridge to Eternity Trail,
- Travel along Eternity Trail – Males Trail, through private property to Greenswamp,
- Travel along Greenswamp to Gees Arm South Trail,
- Travel back along Gees Arm Trail, Comleroy Road, Upper Colo Road, Colo Heights Road and Hulbert Road into the Upper Colo Reserve (Ride Base).

Leg/Phase 2 - 35 Kilometres

- Start Upper Colo Reserve (Ride Base) turn right out of the Reserve into Hulbert Road,
- Travel along Hulbert Road and turn right into Colo Heights Road,
- Travel along Colo Heights Road, crossing the timber bridge over the Colo River, and turn right into Upper Colo Road,
- Travel along Upper Colo Road, and turn left into Comleroy Road,
- Travel along Comleroy Road and turn right into Mountain Lagoon Road,
- Travel along Mountain Lagoon Road, and turn right into Sams Way,
- Travel along Sams Way to Gosper Ridge Trail and through the Wollemi National Park,
- Travel back along the Wollemi National Park down to Upper Colo Road and turn right into Upper Colo Road,
- Travel back along Upper Colo Road, Colo Heights Road and Hulbert Road into the Upper Colo Reserve (Ride Base).

Leg/Phase 3 - 20 Kilometres

- Start Upper Colo Reserve (Ride Base) turn right out of the Reserve into Hulbert Road,
- Travel along Hulbert Road and turn right into Colo Heights Road,
- Travel along Colo Heights Road, crossing the timber bridge over the Colo River, and turn right into Upper Colo Road,
- Travel along Upper Colo Road to the end of Upper Colo Road and turn around at the public gate,
- Travel back along Upper Colo Road, Colo Heights Road and Hulbert Road into the Upper Colo Reserve (Ride Base).

Refer to attached drawing "Event Route Plan - Zone One Q60 Endurance Horse Ride – May 2010":  
Appendix 1.

Where the course covers trafficable roads, the following will be in place:

- A Marshall is to be in place to stop horses crossing whilst vehicles pass,
- At any junction where horses cross or access roads that are main access gates, the Marshall is to notify Traffic of the conditions ahead,
- Signage shall be in place stating the following: Horses on Road, Horses crossing. In areas where the road narrows or is windy; Drive Slowly Horses on Road is to be provided.

Road Inventory

Hulbert Road – Unsealed  
Colo Heights Road - Unsealed  
Upper Colo Road - Unsealed  
Comleroy Road - Unsealed  
Mountain Lagoon Road - Unsealed  
Sams Way - Unsealed  
Roads on private property and within the National Park

The event organiser advises that the Colo River will not be crossed as part of the route and instead, riders will use the Timber Bridge along Colo Heights Road to cross the Colo River.

**Discussion**

It would be appropriate to classify the event as a “Class 2” special event under the “Traffic and Transport Management for Special Events” guidelines issued by the Roads & Traffic Authority as the event may impact minor traffic and transport systems and there is a low scale disruption to the non-event community.

The event organiser has provided the following information in relation to the event: Appendix 2 (Dataworks Document No. 3304545)

1. Special Event – Traffic – Initial Approval Application Form - HCC; Details of Special Event – Traffic;
2. Transport Management Plan (TMP) - Referred to in the application as Traffic Management Plan Risk Assessment with amended dates for 2010 -, and associated TCP;
3. The Public Liability Insurance to the value of \$20,000,000, which expired on 01 January 2010.
4. Copy of correspondence forwarded to the NSW Police Service, NSW Ambulance Service, Hawkesbury Rural Fire District, SES and the National Parks and Wildlife Service;
5. Event Route Plan.

Reserve Matters:

The event organiser has made application with Councils Parks and Recreation Section to utilise Upper Colo Reserve as the Base Area as well as for Camping purposes.

**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Councillor B Bassett, seconded by Snr Constable B Phillips.

That:

1. The Zone One Q60 Endurance Horse Ride event based at Upper Colo Reserve, planned for 16 May 2010 be classified as a “Class 2” special event under the “Traffic and Transport Management for Special Events” guidelines issued by the RTA.
2. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
3. It is strongly recommended that the event organiser becomes familiar with the contents of the RTA publication “Guide to Traffic and Transport Management for Special Events” (Version 3.4) and the Hawkesbury City Council special event information package that explains the responsibilities of the event organiser in detail.
4. No objection be held to this event subject to compliance with the following conditions:

**Prior to the event:**

- 4a. the event organiser is to obtain approval to conduct the event, from the NSW Police Service; **a copy of the Police Service approval to be submitted to Council;**
- 4b. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than \$10,000,000 **noting Council as an interested party on the Policy** and that Policy is to cover **both on-road and off-road activities;**
- 4c. the Event organiser is to ensure that dust along the unsealed sections of road utilised by the event participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be addressed and outlined in writing and added to the TMP;
- 4d. should the Colo River be utilised as the crossing point instead of the Timber Bridge along Colo Heights Road, the event organiser is to obtain the relevant approval to conduct the event from NSW Maritime; **A copy of this approval to be submitted to Council;**
- 4e. should the Colo River be utilised as the crossing point instead of the Timber Bridge along Colo Heights Road, the event organiser is to obtain the relevant approval from the Department of Environment, Climate Change and Water to cross the Colo River; **A copy of this approval to be submitted to Council;**
- 4f. the event organiser is to advertise the event in the local press stating the entire route/extent of the event and the traffic impact/delays expected due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);
- 4g. the event organiser is to notify the details of the event to the NSW Fire Brigade at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
- 4h. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area and all the residences and businesses which may be affected by the event for at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council;**
- 4i. the event organiser is to obtain approval from the National Parks and Wildlife Service (Department of Environment, Climate Change and Water) for the use of Wollemi National Park;
- 4j. the event organiser is to obtain approval from the NSW Land and Property Management Authority for the use of any Crown road or Crown Land;
- 4k. the event organiser is to obtain approval from the respective Land Owners for the use of their land as part of the route for the event;
- 4l. the event organiser is to carry out an overall risk assessment for the whole event to identify and assess the potential risks to spectators, participants and road users during the event and design and implement a risk elimination or reduction plan in accordance with the Occupational Health and Safety Act 2000; (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>);
- 4m. the event organiser is to submit the completed "Special Event - Traffic - Final Approval Application Form" 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 are to hold appropriate certification as required by the RTA;
- 4q. the riders are to be made aware of and are to follow all the general road user rules whilst riding on public roads;
- 4r. in accordance with the submitted TMP and associated TCP, appropriate advisory signs, and traffic control devices are to be placed along the route during the event, under the direction of a traffic controller holding appropriate certification as required by the RTA;
- 4s. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4t. all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately upon completion of the activity, and,
- 4u. the Event organiser is to ensure that dust along the unsealed sections of road utilised by the event participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be undertaken as outlined in the TMP.

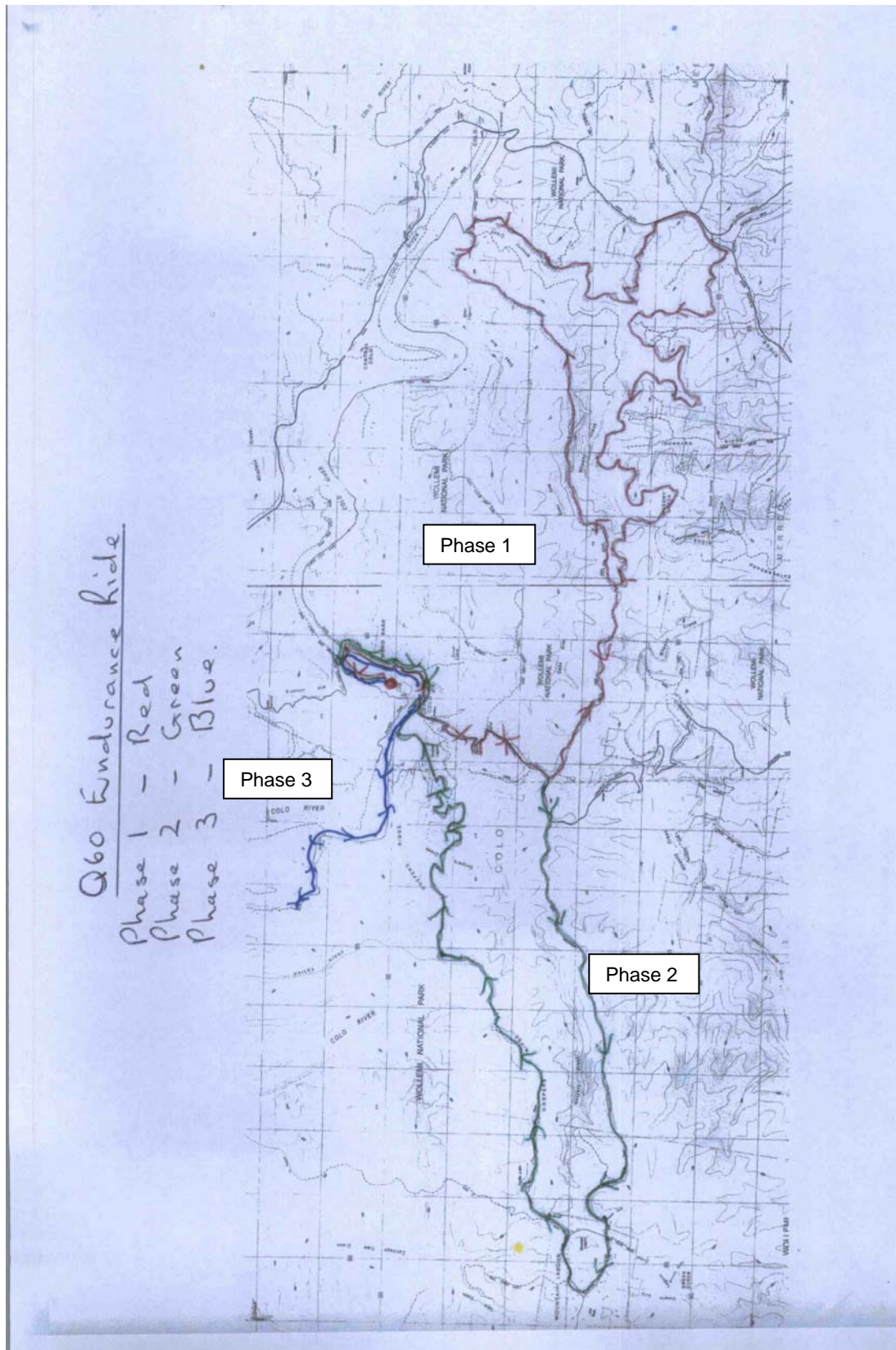
**APPENDICES:**

**AT - 1** Event Route Plan - Zone One Q60 Endurance Horse Ride – May 2010.

**AT - 2** Special Event Application - (Dataworks Document No.3304545) - *see attached*.

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AT - 1 Event Route Plan - Zone One Q60 Endurance Horse Ride – May 2010





**Item 2.3**      **LTC - 17 March 2010 - Item 2.3 - Application for Final Approval: Hawkesbury Show 2010- Hawkesbury Showground, Clarendon - (Londonderry) - (80245, 74207, 80761, 74282)**

**Previous Item:**      Item 2.3, Local Traffic Committee (18 November 2009)

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**REPORT:**

**Introduction**

An application to undertake the Hawkesbury Show on 23, 24, and 25 April 2010 within the Hawkesbury Showground, Clarendon, was reported to the Local Traffic Committee on 18 November 2009. The recommendation of the Local Traffic Committee, as part of the Initial Approval, was adopted by Council on 08 December 2009 as follows:

*"That:*

1.    *The Hawkesbury Show 2010 planned for 23, 24 and 25 April 2010, within the Hawkesbury Showground, Clarendon, be classified as a **"Class 1"** special event under the "Traffic and Transport Management for Special Events" guidelines issued by the RTA.*
2.    *The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.*
3.    *It is strongly recommended that the event organiser becomes familiar with the contents of the RTA publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package that explains the responsibilities of the event organiser in detail.*
4.    *No objection be held to this event subject to compliance with the following conditions:*

**Prior to the event:**

- 4a.    *the application including the **TMP and the associated TCP is to be submitted to the RTA** for authorisation as this is a **"Class 1"** event and due to the traffic impact on Hawkesbury Valley Way and Blacktown Road as well as the proposed temporary speed restriction required for Blacktown Road; **a copy of the RTA approval to be submitted to Council;***
- 4b.    *the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than \$10,000,000 **noting Council and the Roads and Traffic Authority as interested parties on the Policy** and that Policy is to cover **both on-road and off-road activities;***
- 4c.    *the event organiser is to advertise the event in the local press stating the entire extent of the event and the traffic impact/delays expected due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);*
- 4d.    *the event organiser is to notify the details of the event to the NSW Ambulance Service, NSW Fire Brigade / Rural Fire Service and SES at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;***
- 4e.    *the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area and all the residences and businesses which may be affected by the event for at least two weeks prior to the event; The event organiser is to*

*undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council;***

- 4f. *the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event;*
- 4g. *the event organiser is to carry out an overall risk assessment for the whole event to identify and assess the potential risks to spectators, participants and road users during the event and design and implement a risk elimination or reduction plan in accordance with the Occupational Health and Safety Act 2000; (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>);*
- 4h. *the event organiser is to submit the completed "Special Event - Traffic - Final Approval Application Form" to Council;*

**During the event:**

- 4i. *access is to be maintained for businesses, residents and their visitors;*
- 4j. *a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;*
- 4k. *all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the RTA;*
- 4l. *in accordance with the submitted TMP and associated TCP, appropriate advisory signs, including temporary speed restriction signs (subject to RTA requirements), shall be placed at the event organiser's expense after all the required approvals are obtained from the relevant authorities, and traffic control devices are to be placed during the event, under the direction of a traffic controller holding appropriate certification as required by the RTA, and;*
- 4m. *all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately upon completion of the activity."*

**Discussion**

The event organiser has provided information in order to obtain **Final Approval** for the event. *Refer to Appendix 1.*

Condition 4 (a): Compliant.  
Condition 4 (b): Compliant.  
Condition 4 (c): Compliant.  
Condition 4 (d): Compliant.  
Condition 4 (e): Compliant.  
Condition 4 (f): Not yet Compliant  
Condition 4 (g): Not yet Compliant  
Condition 4 (e): Compliant

Delays are likely to occur when vehicles are leaving the site during peak times, as vehicles queue to enter Hawkesbury Valley Way from Racecourse Road. The majority of traffic will be directed from the main internal dedicated parking area within the showground, exiting onto Blacktown Road through the University of Western Sydney, Hawkesbury Campus property.

To enable the exit into Blacktown Road to work effectively, an application was made to the Roads and Traffic Authority (RTA) by the event organiser for the speed limit in Blacktown Road to be reduced from 80Kph to 60Kph between Bourke Street and Racecourse Road during the event. The RTA has approved

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the temporary reduction in speed limit in Blacktown Road by was of issuing a Special Event Road Occupancy Licence and Speed Zone Authorisation.

**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Mr J Christie, seconded by Mr J Suprain.

That no objection be held to the Hawkesbury Show on 23, 24, and 25 April 2010 within the Hawkesbury Showground, Clarendon, classified as a “**Class 1**” special event under the “Traffic and Transport Management for Special Events” guidelines issued by the RTA.

Final Approval be granted subject to compliance with the following conditions:

**Prior to the event:**

- a) the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event;
- b) the event organiser is to carry out an overall risk assessment for the whole event to identify and assess the potential risks to spectators, participants and road users during the event and design and implement a risk elimination or reduction plan in accordance with the Occupational Health and Safety Act 2000; (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>);

**During the event:**

- c) access is to be maintained for businesses, residents and their visitors;
- d) a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;
- e) all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the RTA;
- f) in accordance with the submitted TMP and associated TCP, appropriate advisory signs, including temporary speed restriction signs (subject to RTA requirements), shall be placed at the event organiser’s expense after all the required approvals are obtained from the relevant authorities, and traffic control devices are to be placed during the event, under the direction of a traffic controller holding appropriate certification as required by the RTA, and;
- g) all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately upon completion of the activity;

**APPENDICES:**

- AT - 1** Special Event Application for Final Approval- (Dataworks Document No. 3338722) - see *attached*.

**Item 2.4      LTC - 17 March 2010 - Item 2.4 - Proposed Roundabout at the Intersection of George Street and Drummond Street, South Windsor - (Riverstone) - (80245, 73625)**

**Previous Item:**      3.1, LTC (19 August 2009)

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**REPORT:**

At the Local Traffic Committee meeting on 19 August 2009, it was reported that funding of \$439,500 has been approved by the RTA under the 2009-2010 Auslink Black Spot Programme, for the proposed roundabout at the intersection of George Street and Drummond Street, South Windsor.

The Design Plans (George & Drummond Streets South Windsor – Roundabout Design - Plan No. 8767/CC – Sheets 1 to 10) have been completed. The intersection improvement works include;

- the installation of a roundabout with approach islands,
- pavement reconstruction,
- upgrading of line marking at the intersection, at all 4 approaches, including the installation of new Barrier Lines (BB) and Edge Lines (E1),
- Relocation of associated services including Telstra and Integral,
- Upgrading of lighting,
- Provision of Regulatory and Warning signs as outlined in Plan No. 8767/CC8 – Sheet No. 8 – Issue C.

Adjustment of Services involving Telstra assets has been commissioned with the civil construction works expected to be completed by June 2010.

**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Mr J Christie, seconded by Mr J Suprain.

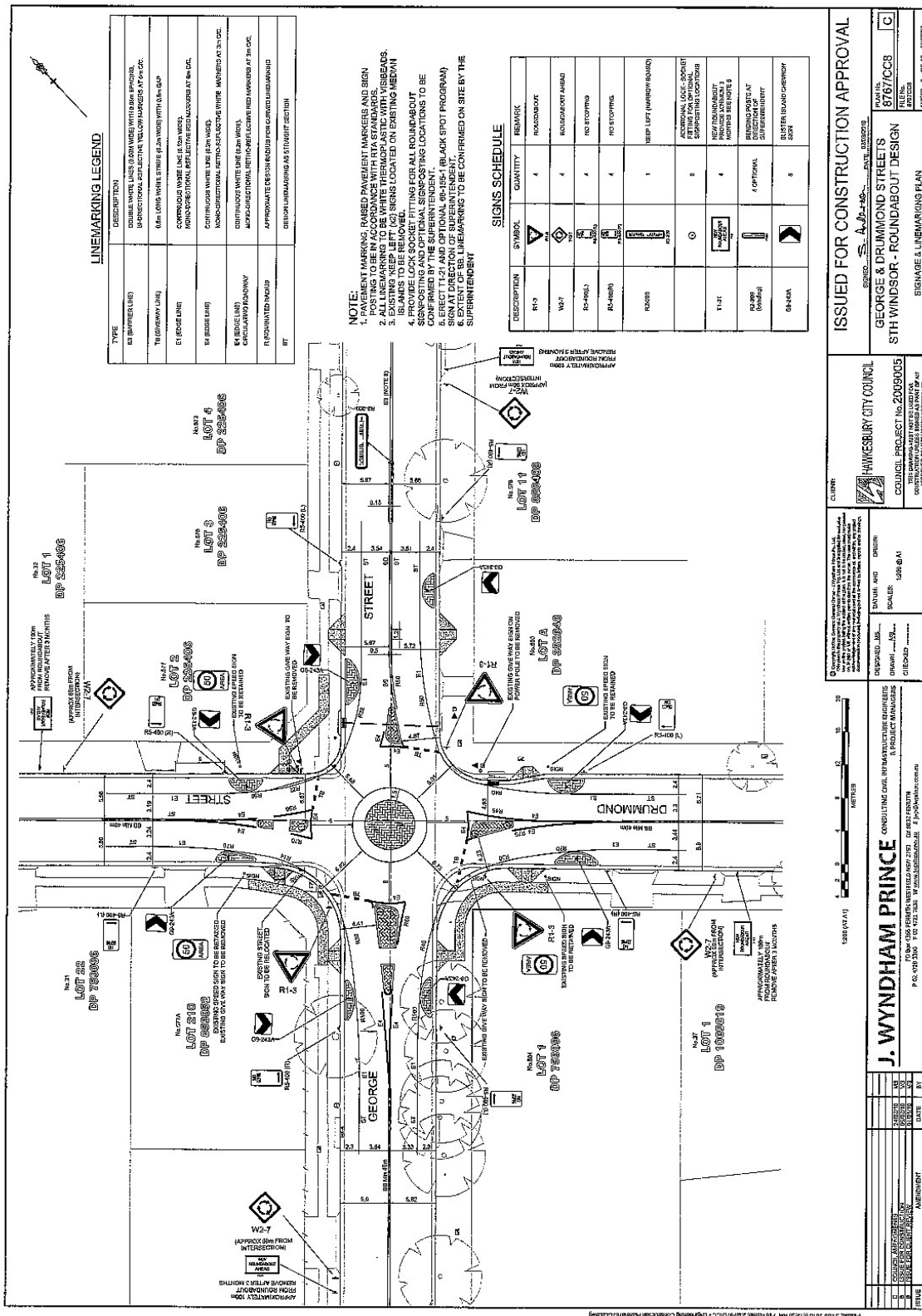
That the installation of a roundabout at the intersection of George Street and Drummond Street, South Windsor be undertaken in accordance with Plan No. 8767/CC – Sheets No. 1 to 10, which includes the provision of regulatory signs and line marking as outlined in Sheet No. 8. The provision of line marking be extended along Drummond Street (Church Street to Macquarie Street) and George Street (Bell Street to Macquarie Street) beyond the extent of the roundabout, subject to available funding.

**APPENDICES:**

**AT – 1**      Roundabout Construction; George Street and Drummond Street, South Windsor - Plan No. 8767/CC8 – Sheet 8 – Issue C.

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**AT 1 - Roundabout Construction; George Street and Drummond Street, South Windsor - Plan No. 8767/CC8 – Sheet 8 – Issue C**



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#### Item 2.5 LTC - 17 March 2010 - Item 2.5 - Ride 2 Riverstone Festival Bicycle Event - 2010 (Hawkesbury & Riverstone) - (80245, 116328)

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#### REPORT:

##### Introduction:

An application has been received from the Riverstone & District Lions Club seeking approval to conduct the 'Ride 2 Riverstone Festival' Bicycle Event 2010 within the Oakville/Maraylya/Vineyard area on Saturday 15 May 2010 (from 6.30am to 12.30pm). The overall event is a family oriented bicycle ride over several routes which will extend across The Hills, Blacktown and Hawkesbury Local Government Areas (LGA's).

The event organiser has provided the following information regarding the event:

- This is a first time event in the Hawkesbury. The event is proposed to be held once a year in conjunction with the Riverstone Festival;
- The event is Bicycle Ride and Not a Race;
- The start site is within the area controlled by a Traffic Management Plan for the Riverstone Festival;
- Traffic control signs will be distributed the previous day and left at secure locations along the route. The start site will be set up from 5.00am. Marshalls will put traffic control signs in place just prior to the commencement of event.
- Sectors will be cleared as the event passes and it is proposed to have the route clear by 12.30pm. Marshalls will remove & store signage prior to leaving their point. Finish site will be cleared in conjunction with the Riverstone Festival
- Approximately 300 riders are expected to participate;
- Riders will be able to nominate distances of 10, 29, 53, 79 & 102 Kilometres;
- The event will commence and finish in Market Street, Riverstone and will traverse a series of Roads within The Hills, Blacktown & Hawkesbury LGA's;
- The main route is approximately 53 Kilometres in length and that route will form the basis of the 102 Kilometre ride (2 laps);
- Two shorter sections within The Hills & Blacktown LGA's will comprise the 10, 29, 53 & 79 Kilometre rides.

The Bicycle Ride will be conducted along the following route within the Hawkesbury LGA:

- Enter Bandon Road from O'Connell Street located within the Blacktown Council Area (turn right from O'Connell Street into Bandon Road),
- Travel north along Bandon Road, across the signalised intersection of Windsor Road into Chapman Road,
- Travel along Chapman Road to Commercial Road and across into Bocks Road,
- Travel along Bocks Road and turn left into Hanckel Road for the 79 and 102 Kilometre riders, (the riders for the other routes will turn right at this point and proceed along Old Pitt Town Road and across Boundary Road into The Hills LGA),
- Travel along Hanckel Road, and then into Ogden Road and turn right into Smith Road,
- Travel along Smith Road and turn left into Saunders Road,
- Travel along Saunders Road and turn right into Old Stock Route Road,
- Travel along Old Stock Route Road, turn left at the intersection of Scheyville Road (continuation of Old Stock Route Road), and turn left into Old Pitt Town Road,
- Travel along Old Pitt Town Road and turn right into Airstrip Road,
- Travel along Airstrip Road and turn right into Pitt Town Dural Road,
- Travel along Pitt Town Dural Road, turn right at the intersection with Pebbly Hill Road (continuation of Pitt Town Dural Road), and turn right into Scheyville Road,
- Travel along Scheyville Road, and turn left into Neich Road,
- Travel along Neich Road, across the intersection of Boundary Road into The Hills LGA.

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- The route distance is approximately 15.5 kilometres.  
(Refer to Appendix 1: 'Ride 2 Riverstone Festival' - Bicycle Ride 2010 – Route Map).

**Discussion:**

It would be appropriate to classify the event as a “**Class 2**” special event under the “Traffic and Transport Management for Special Events” guidelines issued by the Roads & Traffic Authority as the event may disrupt minor traffic and transport systems along the specified route. Traffic volume and road width details are as provided in the following table:

<b>Route - Oakville/Maraylya/Vineyard</b>		
Road Name	ADT (Year)	Sealed Carriageway Width (m)
Bandon Road	3324 (1996)	7.1 – 10.0
Chapman Road	1743 (1998)	6.1 – 14.0
Bocks Road	549 (1996)	6.1 – 6.6
Hanckel Road	1498 (2002)	5.7
Ogden Road	190 (1999)	7.5
Smith Road	342 (1999)	6.1
Saunders Road	729 (1996)	5.5
Old Stock Route Road	2335 (1996)	5.9 – 6.7
Old Pitt Town Road	908 (2003)	5.2
Airstrip Road	Not Available	6.4
Pitt Town Dural Road	1782 (2001)	6.3 – 6.4
Scheyville Road	2254 (2001)	5.9
Neich Road	882 (1996)	6.5

The event organiser should assess the risk and address the suitability of the route as part of the risk assessment considering the road width, number of bicycles, traffic volume and bicycles travelling close to the edge of the sealed travelling lane.

The event organiser has provided the following information in relation to the event: Appendix 2 (Dataworks Document No: 3344582 & 3344604):

- i) Special Event – Traffic – Initial Approval Application Form - HCC; Details of Special Event – Traffic,
- ii) Special Event Transport Management Plan Template – RTA,
- iii) Draft Transport Management Plan – referred to in the application as Draft Traffic Management Plan (TMP), and
- v) Route Map.

**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Mr J Christie, seconded by Snr Constable B Phillips.

That:

1. The 'Ride 2 Riverstone Festival' Bicycle Event\_2010 within the Oakville/Maraylya/Vineyard area planned for Saturday 15 May 2010 (from 6.30am to 12.30pm) be classified as a “**Class 2**” special event under the “Traffic and Transport Management for Special Events” guidelines issued by the RTA.
2. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.

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3. It is strongly recommended that the event organiser becomes familiar with the contents of the RTA publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package that explains the responsibilities of the event organiser in detail.

4. No objection be held to this event subject to compliance with the following conditions:

**Prior to the event:**

- 4a. the event organiser is to obtain approval to conduct the event, from the NSW Police Service; **a copy of the Police Service approval to be submitted to Council;**
- 4b. the event organiser **is to submit a Transport Management Plan (TMP) for the entire route/event incorporating a Traffic Control Plan (TCP) to Council and the RTA** for acknowledgement. The TCP should be prepared by a person holding appropriate certification as required by the RTA to satisfy the requirements of the relevant Work Cover legislation;
- 4c. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than \$10,000,000 **noting Council and the Roads and Traffic Authority as interested parties on the Policy** and that Policy is to cover **both on-road and off-road activities;**
- 4d. the event organiser is to advertise the event in the local press stating the entire route/extent of the event and the traffic impact/delays expected due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);
- 4e. the event organiser is to notify the details of the event to the NSW Ambulance Service, NSW Fire Brigade / Rural Fire Service and SES at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
- 4f. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area and all the residences and businesses which may be affected by the event for at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council;**
- 4g. the event organiser is to obtain approval from The Hills Council and Blacktown Council for the use of their roads and obtain any necessary approvals from these Councils;
- 4h. the event organiser is to assess the risk and address the suitability of the entire route as part of the risk assessment considering the possible risks for all; This assessment should be carried out by visual inspection of the route / site by the event organiser prior to preparing the TMP and prior to the event;
- 4i. the event organiser is to carry out an overall risk assessment for the whole event to identify and assess the potential risks to spectators, participants and road users during the event and design and implement a risk elimination or reduction plan in accordance with the Occupational Health and Safety Act 2000; (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>);
- 4j. the event organiser is to submit the completed "Special Event - Traffic - Final Approval Application Form" to Council;

**During the event:**

- 4k. access is to be maintained for businesses, residents and their visitors;



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- 4l. a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;
- 4m. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the RTA;
- 4n. the cyclist are to be made aware of and are to follow all the general road user rules whilst cycling on public roads;
- 4o. in accordance with the submitted TMP and associated TCP, appropriate advisory signs, and traffic control devices are to be placed along the route, during the event, under the direction of a traffic controller holding appropriate certification as required by the RTA;
- 4p. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4q. all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately upon completion of the activity.

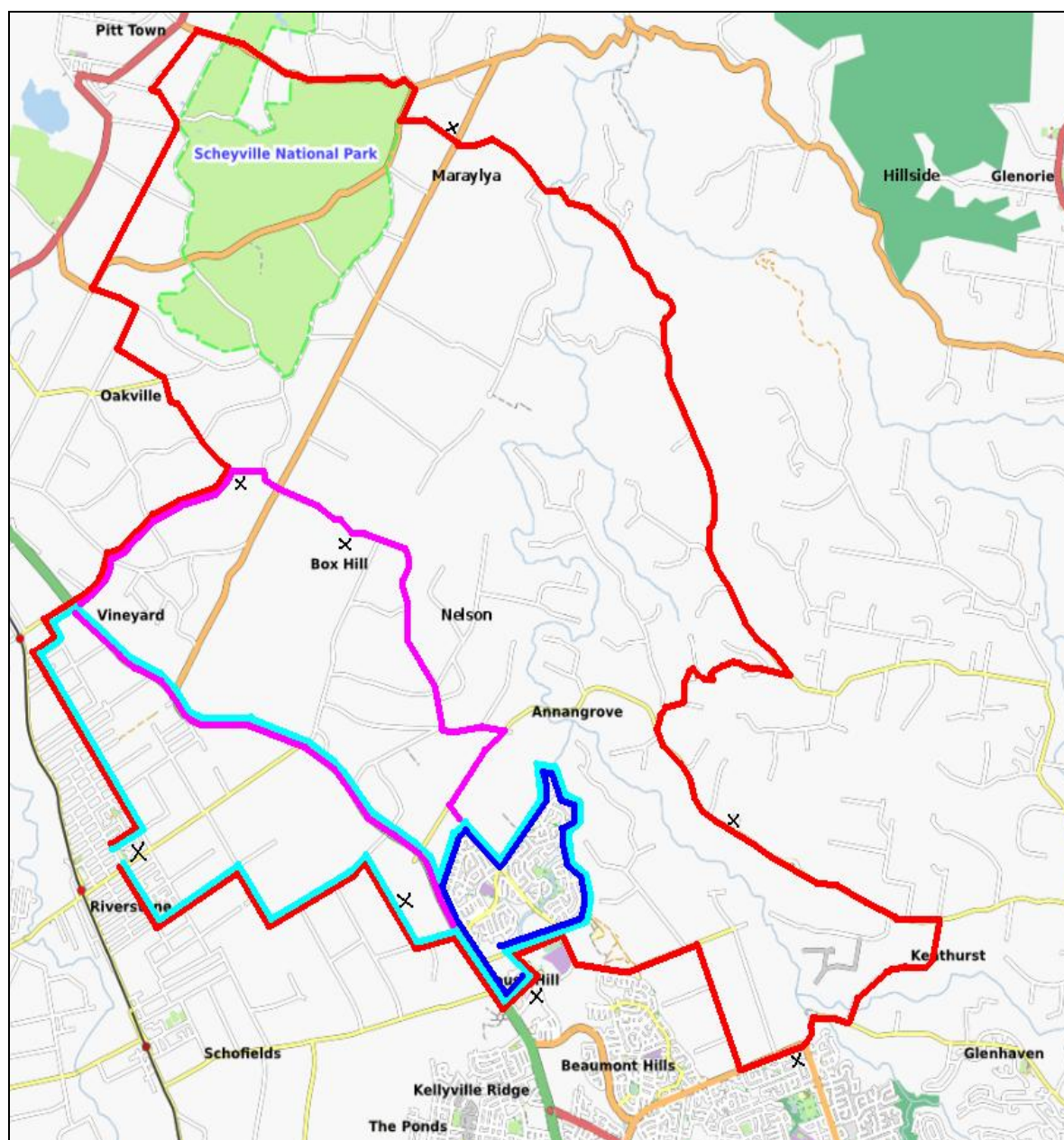
**APPENDICES:**

**AT - 1** 'Ride 2 Riverstone Festival' - Bicycle Ride 2010 – Route Map.

**AT - 2** Special Event Application - (Dataworks Document No. 3344582 & 3344604) - *see attached*.

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**AT - 1 Ride 2 Riverstone Festival- Bicycle Ride 2010 – Route Map**



<b><u>100 K Ride (2 laps)</u></b>	<span style="color: red;">—</span>		
<b><u>80 K Ride (1 lap)</u></b>	<span style="color: red;">—</span>	<b>Plus</b>	<span style="color: blue;">—</span> <b><u>except Windsor Rd</u></b>
<b><u>50 K Ride</u></b>	<span style="color: red;">—</span>		
<b><u>25 K Ride</u></b>	<span style="color: blue;">—</span>		
<b><u>10K Ride</u></b>	<span style="color: blue;">—</span>		

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**Item 2.6      LTC - 17 March 2010 - Item 2.6 - Alteration to the existing No Stopping Zone in Johnston Street, Windsor, adjacent to the rear of Fitzgerald Motors (Riverstone) - (80245, 79762)**

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#### **REPORT:**

Representation has been received from the management of Fitzgerald Motors Pty Ltd, requesting an alteration to the existing No Stopping zone along the north eastern side of Johnston Street, Windsor, adjacent to their access driveway.

The existing No Stopping zone was established along Johnston Street as part of the development of the Windsor Riverview Shopping Centre to allow a free flow of delivery vehicles to their Loading Dock and access to No 17 Johnston Street. The access driveway to the Loading Dock is directly opposite the access driveway to Fitzgerald Motors. Prior to the development, the traffic flow in Johnston Street was one-way from George Street to The Terrace which allowed vehicles to park along the north eastern side. As a result of the development, the traffic flow along a section of Johnston Street was converted to 2-way for approximately half its distance from a point adjacent to the access driveway to No. 17 Johnston Street (south east of the access to the Loading Dock) to The Terrace. This resulted in changes to the parking restrictions along Johnston Street, and in particular along the new section of 2-way traffic flow where both sides of the road (road width approximately 6.0 metres and variable) do not allow for any street parking – currently sign posted No Stopping.

The reasoning behind the request from Fitzgerald Motors to alter a section of the No Stopping zone is to enable their customers to drop off and pick up their mowers as there is insufficient space within their premises for vehicles to turn around. Prior to the change in traffic flow along Johnston Street, Fitzgerald Motors utilised their rear access to enable customers to pick up and drop off their mowers due to the availability of street parking. The provision of a No Parking zone will allow for this activity to be undertaken and will not impeded the access to the Loading Dock as the allowable time for a No Parking zone is 2 minutes.

It is proposed to provide a 31.0 metre no Parking zone along the north eastern side of Johnston Street, replacing a section of the existing No Stopping zone, from a point 2.0 metres north west of the drive access to the rear of Fitzgerald Motors (9 Fitzgerald Street), across the drive access and extending past the traffic kerb island (to a point south east of the traffic kerb island), with an intermediate sign to be placed on the same pole as the existing "All Traffic" – R2-14(L) sign. The proposed No Parking zone will be directly opposite the access driveways to the Windsor Riverview Shopping centre Loading dock and No.17 Johnston Street.

#### **COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Mr J Christie, seconded by Councillor B Bassett.

That a 31.0 metre No Parking zone be provided along the north eastern side of Johnston Street, replacing a section of the existing No Stopping zone, from a point 2.0 metres north west of the drive access to the rear of Fitzgerald Motors (9 Fitzgerald Street), across the drive access and extending to a point south east of the traffic kerb island, with an intermediate sign to be placed on the same pole as the existing "All Traffic" – R2-14(L) sign.

**APPENDICES:**

There are no supporting documents for this report.

**SECTION 3 - Reports for Information**

Nil Reports for Information.

**SECTION 4 - General Business**

**Item 4.1      LTC - 17 March 2010 - QWN 4.1 - Update on Local Government Road Safety Program for 2009/10 - (80245)**

**REPORT:**

Ms Oakes provided the following update on the progress of the Local Government Road Safety Program (LGRSP):

- The Local speed project was conducted under the LGRSP in November – December 2009, with the results showing a 5% reduction in the 4 sites during the campaign.
- Funding will be sought for a similar project in the next financial year.

**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Snr Constable B Philips, seconded by Mr J Suprain.

That the information be received.

**SUPPLEMENTARY REPORTS**

**Item 2.7      LTC - 17 March 2010 - Late Item 2.7 - Alterations to Parking Zones to accommodate the new Windsor Police Station (Riverstone) - (80245, 1506)**

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**REPORT:**

Advice has been received from the Hawkesbury Local Area Command (LAC) that the first operational shift will commence at the new Windsor Police Station at 6.00am, Monday 29 March 2010. The new Police station will be located at No.13 Mileham Street, Windsor.

In conjunction with the establishment of the new Police Station in Mileham Street, the Hawkesbury LAC has requested that its frontage be provided with the following parking restrictions commencing from its south western corner:

- 18.0m "No Parking" zone (6.0m either side of and including the main access driveway),
- 38.0m "No Parking Police Vehicles Excepted" zone (kerb side parking),
- 6.0m "No Stopping" zone (across the access to the front door), and,
- 18.0m "½ Hour Parking" zone (kerb side parking) – replacing the existing 18.0m "No Parking" zone. The ½ Hour parking zone to be limited to (8.30am to 6.00pm Mon-Fri and 8.30am to 12.30pm Saturday).

Windsor Police Station is currently located at the intersection of Bridge Street and Court Street, Windsor. Parking restrictions to assist the Police exist along the Court Street frontage which includes a 22.0m "½ Hour Parking" zone and a 20.0m "No Parking Police Vehicles Excepted" zone. With the relocation of Windsor Police Station to Mileham Street, the parking restrictions along the Court Street frontage will no longer be required and can be converted to unrestricted parking. The Hawkesbury LAC has requested that the "No Parking Police Vehicles Excepted" zone be relocated to Pitt Street – outside the Windsor Local Court, and the zone to accommodate 4 vehicles. This parking zone will enable Police and the Police prosecutor to attend court, whereas in the past parking within the Old Police Station was available. Having the parking zone within close proximity to the court will also assist the Police in handling unruly persons and prisoners.

Windsor Local Court is located at the intersection of Pitt Street and Court Street, Windsor. Kerb side parking along the frontage in Pitt Street is available for a length of 19.0m which will cater for 3 vehicles. To accommodate the 4<sup>th</sup> vehicle, kerb side parking along Court Street along the frontage to the Court will need to be utilised. It is proposed to provide the following parking restriction in the vicinity of the Court Street and Pitt Street intersection, which will include "No Stopping" zones at the intersecting arms to enable the effective signposting of the new parking zones:

1. "No Stopping" zones for a length of 10.0metres be provided at the following locations:
  - Court Street at its intersection with Bridge Street (southern side),
  - Court Street (southern side) at its intersection with Pitt Street (either side of Pitt Street),
  - Pitt Street at its intersection with Court Street (both sides)
2. "No Parking Police Vehicles Excepted" zones be provided at the following locations:
  - Court Street (southern side), east of Pitt Street, adjoining the new 10.0m "No Stopping" zone for a length of 6.5m,
  - Pitt Street (eastern side), south of Court Street, between the new 10.0m "No Stopping" zone and the existing "Disabled parking" zone, for a length of 19.0m.

The Hawkesbury LAC has requested that the parking restrictions in Mileham Street at the New Windsor Police Station be available prior to the first operational shift on Monday 29 March 2010, with the changes at the Court Street site to be undertaken after Monday 29 March 2010.

The provision of the parking restrictions at both locations is not considered to have any adverse effect.

**COMMITTEE RECOMMENDATION:**

RESOLVED on the motion of Snr Constable B Phillips, seconded by Mr J Christie.

That:

1. The following parking restrictions be provided along the frontage to No. 13 Mileham Street adjacent to the new Windsor Police Station, commencing from its south western corner:
  - 18.0m "No Parking" zone (6.0m either side of and including the main access driveway),
  - 38.0m "No Parking Police Vehicles Excepted" zone (kerb side parking),
  - 6.0m "No Stopping" zone (across the access to the front door), and,
  - 18.0m "½ Hour Parking" zone (kerb side parking) – replacing the existing 18.0m "No Parking" zone. The ½ Hour parking zone to be limited to (8.30am to 6.00pm Mon-Fri and 8.30am to 12.30pm Saturday).
2. The following parking restrictions along the Court Street frontage (northern side) to the existing Windsor Police be removed:
  - 22.0m "½ Hour Parking" zone,
  - 20.0m "No Parking Police Vehicles Excepted" zone.
3. "No Stopping" zones for a length of 10.0metres be provided at the following locations:
  - Court Street at its intersection with Bridge Street (southern side),
  - Court Street (southern side) at its intersection with Pitt Street (either side of Pitt Street),
  - Pitt Street at its intersection with Court Street (both sides)
4. "No Parking Police Vehicles Excepted" zones be provided at the following locations:
  - Court Street (southern side), east of Pitt Street, adjoining the new 10.0m "No Stopping" zone for a length of 6.5m,
  - Pitt Street (eastern side), south of Court Street, between the new 10.0m "No Stopping" zone and the existing "Disabled parking" zone, for a length of 19.0m.
5. The parking restrictions in Mileham Street at the New Windsor Police Station be available prior to the first operational shift on Monday 29 March 2010, with the changes at the Court Street site to be undertaken after Monday 29 March 2010.
6. The adjoining property owners in Mileham Street between Hawkesbury Valley Way and Day Street be notified of the changes to the parking restrictions in Mileham Street due to the new Windsor Police Station.

**APPENDICES:**

There are no supporting documents for this report.

**ORDINARY MEETING**  
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**SECTION 5 - Next Meeting**

The next Local Traffic Committee meeting will be held on Wednesday, 21 April 2010 at 3.00pm in the Large Committee Rooms.

The meeting terminated at 4.00pm.

**oooO END OF REPORT Oooo**

**ORDINARY MEETING**  
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