



Hawkesbury City Council

ordinary meeting business paper

date of meeting: 10 May 2011

location: council chambers

time: 6:30 p.m.



mission statement

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

How Council Operates

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

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

Ordinary Meetings of Council are held on the second Tuesday of each month, except January, and the last Tuesday of each month, except December. The meetings start at 6:30pm and are scheduled to conclude by 11:00pm. These meetings are open to the public.

When an Extraordinary Meeting of Council is held it will usually start at 6:30pm. These meetings are also open to the public.

Meeting Procedure

The Mayor is Chairperson of the meeting.

The business paper contains the agenda and information on the issues to be dealt with at the meeting. Matters before the Council will be dealt with by an exception process. This involves Councillors advising the General Manager at least two hours before the meeting of those matters they wish to discuss. A list will then be prepared of all matters to be discussed and this will be publicly displayed in the Chambers. At the appropriate stage of the meeting, the Chairperson will move for all those matters not listed for discussion to be adopted. The meeting then will proceed to deal with each item listed for discussion and decision.

Public Participation

Members of the public can request to speak about a matter raised in the business paper for the Council meeting. You must register to speak prior to 3:00pm on the day of the meeting by contacting Council. You will need to complete an application form and lodge it with the General Manager by this time, where possible. The application form is available on the Council's website, from reception, at the meeting, by contacting the Manager Corporate Services and Governance on 4560 4426.

The Mayor will invite interested persons to address the Council when the matter is being considered. Speakers have a maximum of five minutes to present their views. If there are a large number of responses in a matter, they may be asked to organise for three representatives to address the Council.

A Point of Interest

Voting on matters for consideration is operated electronically. Councillors have in front of them both a "Yes" and a "No" button with which they cast their vote. The results of the vote are displayed on the electronic voting board above the Minute Clerk. This was an innovation in Australian Local Government pioneered by Hawkesbury City Council.

Planning Decision

Under Section 375A of the Local Government Act 1993, details of those Councillors supporting or opposing a 'planning decision' 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.

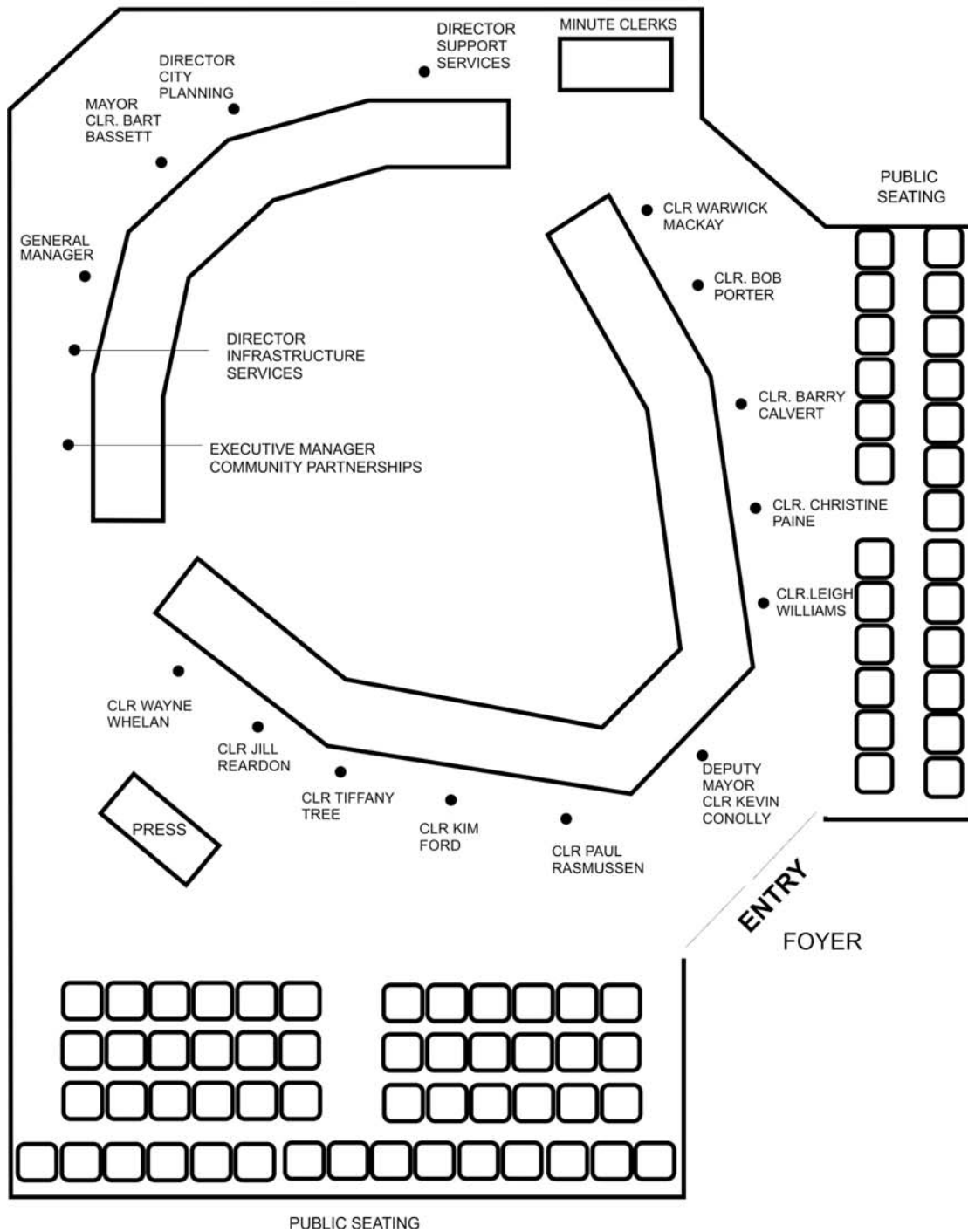
Website

Business Papers can be viewed on Council's website from noon on the Friday before each meeting. The website address is www.hawkesbury.nsw.gov.au.

Further Information

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

council chambers



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section 1

confirmation of minutes

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SECTION 1 - Confirmation of Minutes

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section 4

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SECTION 4 - Reports for Determination

GENERAL MANAGER

Item: 83 **GM - Draft Hawkesbury Local Environmental Plan 2009 - Proposed Extra-Ordinary Council Meeting to Consider Submissions, etc. - (79351, 95498)**

Previous Item: 201, Ordinary (29 September 2009)
 219, Ordinary (13 October 2009)

REPORT:

Executive Summary

The process involved in the conversion of Council's existing Hawkesbury Local Environmental Plan 1989 to NSW Government's Standard Local Environmental Plan template has been the subject of a number of progress reports to Council in the past.

As a result of the lengthy conversion process the resulting "Draft Hawkesbury Local Environmental Plan 2009" was placed on an extended period of public exhibition with many submissions being received.

Given the nature of this matter and the submissions received it is proposed to recommend that an Extra-Ordinary meeting of Council be held on Tuesday, 7 June 2011 to consider a report in relation to these submissions and further actions to be taken.

Consultation

The Draft Hawkesbury Local Environmental Plan 2009 has already been subject to extensive community consultation. This report only concerns the manner in which Council will consider submissions as a result of this consultation and, as such, does not require further community consultation under Council's Community Engagement Policy.

Background

Council has been provided with a number of reports in the past regarding the process involved in the conversion of Council's existing Hawkesbury Local Environmental Plan 1989 to NSW Government's Standard Local Environmental Plan template and the progress made in this regard.

At its meeting held on 13 October 2009, Council resolved:

"That:

1. *Council endorse the proposed changes to the LEP as detailed in this report to enable public exhibition of the draft LEP.*
2. *Council advise the Department of Planning that it strongly supports the retention of the "lot averaging" provisions in the LEP as this provides for flexibility in retaining areas of environmental significance whilst not increasing or decreasing the development yield of the affected lands.*
3. *Upon receipt of permission from the Department of Planning to exhibit the Draft Hawkesbury Local Environmental Plan 2009, the Plan be exhibited for a period of not*

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less than 60 days and that if this period includes the Christmas/January holidays the exhibition period be appropriately extended.”

The draft document has been placed on public exhibition in accordance with Council's resolution and as a result at the time of preparation of this report 102 submissions from the public and 20 submissions from public authorities have been received. In addition to these submissions much consultation has been undertaken with the Department of Planning and other relevant authorities in an attempt to resolve a number of issues that have arisen as a result of the conversion process.

The current status of the process and the nature of submissions received was the subject of a presentation to the Councillors Briefing Session held on 5 April 2011.

In view of the importance of this document to Council and the community it is suggested that it would be appropriate for an Extra-Ordinary meeting of Council to be held to consider the report now being prepared as a result of submissions received and further discussions with the Department of Planning and other authorities and actions to be taken to further progress the matter.

In this regard, it is proposed that an Extra-Ordinary meeting of Council be held on Tuesday, 7 June 2011 for this purpose. A Councillor Briefing Session is currently scheduled for that evening and if Council agrees with this proposal the Briefing Session would be cancelled or held on an alternate night, if needed.

If an Extra-Ordinary meeting is held as suggested it is also proposed that the business paper for the meeting would be delivered to Councillors a week earlier than normal (namely on 26 May 2011 in lieu of the normal date of 2 June 2011). Likewise, the Business Paper for the meeting would be available on the Council's website on 27 May 2011 (in lieu of the normal 3 June 2011) and earlier notification to those persons who made submissions would also occur.

Conformance to Community Strategic Plan

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

- Be a place where we value, protect and enhance the historical, social and environmental character of Hawkesbury's towns, villages and rural landscapes.

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

- Work with the community to define the Hawkesbury character to identify what is important to preserve and promote.

Financial Implications

Not applicable as this report only proposes to hold an Extra-Ordinary Council meeting to further consider the matter.

RECOMMENDATION:

That an Extra-Ordinary meeting of Council be held on Tuesday, 7 June 2011 to consider a report in relation to the Draft Hawkesbury Local Environmental Plan 2099, submissions received and actions to be taken to further progress the matter.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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Item: 84 **GM - 2011 Hawkesbury Local Business Awards - (79351, 80198)**

Previous Item: 112, Ordinary (30 June 2009)
 112, Ordinary (8 June 2010)

REPORT:

Executive Summary

Council has been approached by Precedent Productions Pty Ltd seeking sponsorship of the 2011 Local Business Awards (Awards) in the Hawkesbury area. Precedent Productions founded and manages about 21 Local Business Awards programs throughout the Sydney, Hunter and Illawarra regions.

The Hawkesbury 2011 Local Business Awards will be launched on Monday 27 June 2011 and the Awards night will be held on Wednesday, 28 September 2011. Hence the program will be active during July and August in the area.

Council needs to consider whether it wishes to be a sponsor of the 2011 Awards. It is considered that the Awards are one way Council can support and encourage the local business community.

Consultation

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

However, Council officers have liaised with the two main business association groups in the area, being Hawkesbury City Chamber of Commerce and Windsor Business Group, about its views on the Awards. Both groups have indicated that they support the awards and encourage Council to sponsor the Awards. This consultation extended to seeking the business groups' interest in working with Council officers and the program provider to continue to develop the program to support business and the local economy.

Background

In the area, there has been two business awards program that have operated in the past and includes:

- The Local Business Awards, operated by Precedent Productions

Council was a major sponsor of the Awards in 2010, but did not sponsor the Awards in 2009 as it was not in a position to do so as it had been approached too late in the reporting/ budget processes.

In terms of the 2010 Awards Council resolved,

"That Council agree to become a Major Sponsor of the 2010 Hawkesbury Local Business Awards to the value of \$5,000 (excluding GST) and that Council's standard Sponsorship Agreement be entered into in respect of this event".

- The Hawkesbury Business Excellence Awards, operated by Hawkesbury Newspapers (in partnership with the Hawkesbury Chamber)

Council sponsored these Awards from 2004 to 2009. Hawkesbury Newspapers advised that the Awards would not operated from 2010 onwards.

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Precedent Productions has approached Council in a letter dated 25 March 2011 seeking sponsorship of the 2011 Local Business Awards in the area. It is indicated that, *"A record number of businesses registered for the program last year and 7,905 nominations were received. The presentation evening was a sell-out with 455 guests in attendance and was extremely well received."* See Attachment 1.

Details about the Awards are outlined in the Sponsorship Proposal. See Attachment 2. Key points of the awards are:

- The Award Region is determined by Hawkesbury Courier's distribution boundary and not Council's Local Government Area (LGA).
- The Award Program will run over the months of July, August and September, for 11 weeks.
- The Awards night (presentation) will be held at Windsor Function Centre.
- Entry is by customer nominations of a business. Nominations are short listed to finalists across a number of categories, based on votes received. Finalists participate in a judging process, including assessment by mystery shoppers (judges), and or interviews.
- The judging process is based on customer service, including business appearance and presentation, the range of products and/or service; value of money; and service of customers. Businesses are evaluated from the perspective of the customer.
- Weekly promotion of the Awards will be via its media partner, Hawkesbury Newspapers' Hawkesbury Courier.
- Awards are presented across a number of categories and for the Youth Business Person of Year and the Business Person of the Year.
- Award winners receive trophies, media coverage and other gifts.

In terms of sponsorship of the Awards there are two options flagged in the Sponsorship Proposal being a major sponsor (valued at \$8,500) and a support sponsor (valued at \$4,500). The options provide different sponsor benefits with greater benefits for the major sponsor option like, greater exposure at the Awards nights, media exposure, marketing material items, speaking segments, access to winners list and six versus two complimentary tickets to the awards night. Sponsorship is not exclusive and Precedent Production has the discretion to seek any number of sponsors for the awards. Other sponsors to date have not been advised (other than Hawkesbury Newspapers' Hawkesbury Courier).

It is considered that Council should consider supporting the 2011 Awards as they are of value to the local business community and therefore an important way in which Council can support local business and local jobs. They enable the local business community to recognise business success, achievement and leadership.

It is also considered that the Awards could enable an effective business partnership to develop between Council, the program organiser and the business community via the two main business groups, by sponsoring the Awards. This partnership would aim to grow the Awards (eg. support continued improvement) and develop the role of Council and the business groups in supporting business. This is in line with strategies in the community strategic plan.

Precedent Production has invited Council to be a sponsor of the 2011 Awards. An allocation of funds has been included in the Budget to the amount of \$5,000. For the 2010 Awards, Precedent Production provided a sponsorship benefits greater than this amount through negotiation and from discussions with the organisation it is considered that an appropriate package could be negotiated for the 2011 Awards for the amount provided in the Budget.

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Conformance to Community Strategic Plan

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

- Help create thriving town centres, each with its own character that attract residents, visitors and businesses.

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

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

and is also consistent with Supporting Business and Local Jobs Goal in the Community Strategy Plan being:

- Increased patronage of local businesses and attract new residents and visitors.

Financial Implications

Sponsorship costs will be met from the approval budget allocation for strategic activities.

RECOMMENDATION:

That:

1. Council agree to sponsor the 2011 Local Business Awards to the value of \$5,000 (excluding GST) on the basis of further negotiations being undertaken with Precedent Productions concerning sponsorship benefits.
2. A Council's Sponsorship Agreement be entered into with Precedent Productions for the 2011 Local Business Awards.

ATTACHMENTS:

AT - 1 Precedent Productions Letter to Council seeing sponsorship of the 2011 Local Business Awards.

AT - 2 Precedent Productions Sponsorship Proposal for the 2011 Local Business Awards.

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**AT - 1 Precedent Productions Letter to Council seeing sponsorship of the
2011 Local Business Awards.**



25 March 2011

Fiona Mann
Strategic Planner - Strategic Activities
Hawkesbury City Council
366 George Street
Windsor NSW 2756

Dear Fiona,

2011 Hawkesbury Local Business Awards

We would be grateful if Hawkesbury City Council would give consideration to sponsoring the Hawkesbury Local Business Awards.

A record number of businesses registered for the program last year and 7,905 nominations were received. The presentation evening was a sell-out with 455 guests in attendance and was extremely well received.

We launch this year's program the week of Monday 27 June with our media partner, the Hawkesbury Courier. The Presentation Evening will take place on Wednesday 7 September.

I have taken the liberty of attaching an Agreement with the relevant details of the 2011 program.

We are happy to work with Hawkesbury Council and the business groups to continue to develop the program that provides positive benefits for the Hawkesbury economy and community. We will do whatever we can to assist in this process.

Should you require further information, please not hesitate to contact me.

We look forward to working with Hawkesbury City Council on this prestigious Awards program in 2011.

Yours faithfully,

A handwritten signature in dark ink, appearing to read "Steve Loe".

Steve Loe
Managing Director
Precedent Productions
Mobile: 0418 205 554

Precedent Productions Pty Ltd — ABN 35 052 469 799
1st Floor 30 Floss Street Hurlstone Park NSW 2193 — PO Box H211 Hurlstone Park NSW 2193
Telephone: (02) 8577 5060 — Facsimile: (02) 8577 5066 — Email: steveloe@precedent.net

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**2011 HAWKESBURY LOCAL BUSINESS AWARDS
AGREEMENT**

LOCAL BUSINESS AWARDS PROGRAM	Hawkesbury
LAUNCH DATE	Monday 27 June
PRESENTATION EVENING DATE	Wednesday 28 September
VENUE	Windsor Function Centre
LOCATION	Macquarie Street, Windsor NSW 2756
COMPANY NAME	Hawkesbury City Council
CONTACT	Fiona Mann Strategic Planner - Strategic Activities
ADDRESS	366 George Street Windsor NSW 2756
TELEPHONE	4560 4579
FAX	
MOBILE	
EMAIL	fiona.mann@hawkesbury.nsw.gov.au
SPONSOR TYPE	
SPONSOR AMOUNT	

I confirm that the details in the Agreement are correct and that I am authorised to enter into an agreement on behalf of Hawkesbury City Council.

Signed: _____ Date: _____

Name in Full: _____

Authorised on behalf of Precedent Productions

Signed:

A handwritten signature in black ink, appearing to read "Steve Loe".

Steve Loe, Managing Director

Date: 25 March 2011

PLEASE SIGN AND RETURN TO PRECEDENT PRODUCTIONS

Fax: (02) 8577 5066 or email steveloe@precedent.net

Precedent Productions Pty Ltd — ABN 35 052 469 799
1st Floor 30 Floss Street Hurlstone Park NSW 2193 — PO Box H211 Hurlstone Park NSW 2193
Telephone: (02) 8577 5060 — Facsimile: (02) 8577 5066 — Email: steveloe@precedent.net



2011 Major Sponsor Coverage

Nomination Coupons

- o Logo on newspaper coupon
- o Logo on printed hand delivered coupon pads

Finalist Kits

- o Logo on Certificates
- o Logo on Finalist Information
- o Logo on Invitations
- o Opportunity to include marketing material

Finalists and Winners Lists

- o Access to Finalists and Winners lists

Media Coverage

- o Pre-program Teaser Ads - appears for two weeks prior to program launch
- o Logo and comment in launch advertisement
- o Logo and comment in Winners Feature advertisement
- o Mentioned in editorials throughout 11 week program

Website

- o Logo on program web pages
- o Direct link to Sponsor's website

Presentation Evening

- o Logo on Program
- o Logo on Guest List Billboards
- o 30 second Audio Visual Commercial
- o Logo appearing on Large Screen
- o Two Speaking opportunities
- o Presentation of 3-6 categories
- o Six Complimentary Tickets
- o Logo on Award Trophies
- o Promotional material at event
- o Corporate signage in venue
- o Tagline placed on Program
- o Logo on Winner's Poster

Sponsorship Audit

- o List of Award Sponsors for networking purposes
- o Award trophy as Major Sponsor

AT - 2 Precedent Productions Sponsorship Proposal for the 2011 Local Business Awards.





Getting to the Heart of local business

The 2011 Local Business Awards program is a unique opportunity to promote your company to some of the most outstanding businesses, employees, customers, governments and media within both Sydney and the metropolitan area.

Precedent Productions, founders and managers of the Local Business Awards, offers sponsors a widely recognised and creditable brand with many opportunities to reach not only business leaders, but their employees and the community that are their customers.

This program not only recognises high performers in small business, but also gives sponsoring partners the opportunity to establish strong relationships with the small business community.

Precedent Productions understands that each company will have unique needs and decision-making considerations. Our sponsorship package has been designed with flexibility in mind, intended to accommodate your marketing needs.

In brief, The Local Business Awards involve:

- Twenty one Business Awards Programs
- Total of 13,100 businesses registered
- 8,692 guests in total attending the Awards Presentation Evenings
- Over 197,087 nominations received in total from local communities
- Exclusive media coverage lasting 11 weeks per program, reaching over 2 million readers.



FAIRFAX COMMUNITY NEWSPAPERS

Fairfax Community Newspapers are once again proud to be Media Partners of the Business Awards Program in 2011. We are honoured to be part of this prestigious program as it is a time to reflect on the determination, challenges and successes facing all businesses in our community, and we welcome the opportunity to showcase the efforts of local businesses in their quest for excellence.

*Peter Christopher
Chief Executive & Publisher
Fairfax Community Newspapers (NSW)*

Local Business Awards 2011





IT'S ALL ABOUT LOCAL BUSINESS

The Awards recognise the hard work of hundreds of local business owners - their contribution to local communities, their employment of millions of Australians, and their role in the Australian economy.

The Local Business Awards sponsorship program offers you more than just simple exposure or an association with the Awards. It aims to help you establish lasting relationships with the local business community, providing long-term benefits for sponsors and participants alike. The involvement of sponsors with a sincere interest in local businesses will be fundamental to the success and longevity of the program.

AIMS & OBJECTIVES

The aims and objectives of the Local Business Awards are to:

- Deliver a high profile program throughout Sydney, Hunter and Illawarra regions.
- Acknowledge the drive and dedication required to succeed in business and recognise the best in the industry locally.
- Present businesses with marketing tools that take them to a new level within their region, while also enhancing the acquisition of new customers from beyond their local areas.
- Provide sponsors with a unique marketing opportunity that allows their products or services to be promoted to various markets, by either focusing on specific regions or particular categories that the Local Business Awards cover.
- Provide the general public with a source of information that acts as a guide to some of the state's most outstanding businesses in over 25 industry specific categories.
- Unique networking opportunities for all participants - sponsors, local government, businesses and the general public.

Local Business Awards 2011

BENEFITS FOR SPONSORS

As a member of a select group, Awards Sponsors receive:

- Recognition as a supporter of a reputable program whose status is confirmed within the business community and among the general public.
- Opportunities to associate with the local area's most dynamic and successful business people.
- Media exposure throughout the eleven weeks of each program sponsored.
- Selection from a number of programs that best suit your company's marketing strategy, allowing you to target specific audiences.
- Networking with other sponsors and supporters, including other businesses, media partners and local government.

REACHING MORE CUSTOMERS

The 2011 sponsorship package is designed to offer your company direct access to:

BUSINESSES

Business participating in the program include:

1. Small Businesses
 2. Medium Enterprises
 3. Franchises
 4. Chain Stores
- The Local Business Awards are the most comprehensive program in Australia with over 25 industry specific categories in 21 regions.
 - Over 8,362 businesses participate across all regions annually as award registrants
 - Over 3,351 businesses participate as award finalists.

EMPLOYEES

Employees have a high influence on business decisions. They are directly involved in the Awards by encouraging customers to make nominations, seeking methods on improving their standards to achieve success, and attending the Presentation Evening.

- With a variety of industries involved, your company will reach this highly diverse demographic.
- On average over 8,692 business entrepreneurs and their employees attend Local Business Awards presentations annually.

COMMUNITY (GENERAL PUBLIC)

The community participate in the Awards by nominating businesses within their local areas. They have come to rely on the Local Business Awards as a vital source of information to locate the most outstanding businesses in their specific region.

- 197,087 nominations for outstanding businesses are submitted annually.
- With 21 programs, the Local Business Awards offer the opportunity to target specific regions.

YOUTH AWARD

The Local Business Awards also recognise the contribution made by younger members of the community.

BUSINESS PERSON OF THE YEAR

In 2011, the Local Business Awards will recognise a business person of the year in each region.



Building Community Awareness

	WEEKS 1, 2 & 3	WEEK 4	WEEKS 5 & 6	
AWARDS PROGRAM	<ul style="list-style-type: none"> Nomination coupons available in print, distributed, delivered to sponsors and on website 20,000 coupons printed 	<ul style="list-style-type: none"> Nomination coupons collated, on-line votes tallied and Finalists determined 	<ul style="list-style-type: none"> Finalists Kits sent out to approximately 150 businesses, Company logo appears on all marketing materials 	
MAJOR SPONSOR	<ul style="list-style-type: none"> Prominent logo on all marketing materials and direct link on website Delivery of coupons if requested for distribution Marketing materials to be ready for collection / delivery for Finalists Kits (150) Media release material to be ready for newspaper 	<ul style="list-style-type: none"> Finalist List sent for direct marketing 	<ul style="list-style-type: none"> Commercials to be delivered/collected for Presentation Evening Media release material to be ready for newspaper 	
SUPPORT SPONSOR	<ul style="list-style-type: none"> Logo on all marketing materials and direct link on website Delivery of coupons if requested for distribution 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A 	

Local Business Awards 2011

AWARDS PARTNERSHIP

The Local Business Awards programs are designed not only to acknowledge outstanding businesses, but also to enable sponsors to promote their products or services to their target market. Major & Support Sponsorships are available within each Awards program; both provide practical levels of exposure to your target market. The following sponsorship information is based on single program sponsorship however, if your company wishes to discuss multiple programs, we invite you to discuss your needs directly with us.

	WEEKS 7 & 8	WEEK 9	WEEK 10	WEEK 11
	<ul style="list-style-type: none"> Judging - Mystery shoppers visit each finalist and submit a written report Photographer visits each finalist and takes image of staff for display at presentation evening Retail informed of photographer visits 	<ul style="list-style-type: none"> Media Partner publishes Finalists Feature 	<ul style="list-style-type: none"> Presentation Evening where the audience leaves with a sense that they have experienced a unique evening recognising the best in the business 	<ul style="list-style-type: none"> Media Partner publishes Winners Feature
	<ul style="list-style-type: none"> Presenter/Representative to be determined and Precedent Productions informed 	<ul style="list-style-type: none"> Any additional tickets to be booked and special meal requirement to be notified Event Manager to be informed of any giveaways or prizes 	<ul style="list-style-type: none"> Marketing materials to be delivered to venue for room dressing ie pull up banners Presenters briefed by Event Manager Winners List for direct marketing 	<ul style="list-style-type: none"> Winners database sent to sponsors
	<ul style="list-style-type: none"> Presenter/Representative to be determined and Precedent Productions informed 	<ul style="list-style-type: none"> Any additional tickets to be booked and special meal requirement to be notified Event Manager to be informed of any giveaways or prizes 	<ul style="list-style-type: none"> Presenters briefed by Event Manager 	<ul style="list-style-type: none"> Winners database sent to sponsors



JUDGING

Customers determine the success of a business. The judging criteria is based solely on aspects of customer service.

- Business Appearance and Presentation
- Range of Products and/or Services
- Value for Money
- Service of Customers

Businesses are evaluated entirely from the perspective of a customer. There are three stages to the judging process:

1. The Awards begin with the call for public nominations of outstanding local businesses.
2. At the close of nominations, all coupons and online votes are collated and those businesses receiving the greatest number of votes in each category become finalists.
3. Judging visits commence. Each business is assessed by a panel of judges who conduct their evaluations at separate visits.

In most instances, businesses are evaluated anonymously to ensure that judges receive the same treatment as any other customer. In some categories of business however, this is not possible. In those cases, impromptu interviews are conducted.

4. Additional information provided by Finalists.

AWARDS WEBSITE

An average of 450 people visit the awards website each day to purchase tickets, download coupons, find information or simply vote for their favourite local business.

Your logo will be displayed on every page of partnered programs with a hyperlink back to your own website.



Local Business Awards 2011

MAJOR SPONSOR \$8,500 (PER PROGRAM PLUS GST)

Nomination Coupons

Logo on newspaper coupon
Logo on printed coupon pads (at least 20,000 per area)

Finalist Kits (150 per area)

Logo on Certificates
Logo on Finalist Information
Logo on Invitations
Opportunity to include marketing material

Finalists and Winners Lists

Access to Finalists and Winners lists

Media Coverage

Pre-program Teaser Ads - Appears for 2 weeks prior to program launch
Logo and comment in launch advertisement
Logo and comment in Winners Feature advertisement
Mentioned in editorials throughout 11 week program

Website

Logo on program web pages
Direct link to Sponsor's website

Presentation Evening

Logo on Program
Logo on Guest List Billboards
30 second Audio Visual Commercial
Logo appearing on Large Screen
Two Speaking opportunities
Presentation of 3-6 categories
Six Complimentary Tickets
Logo on Award Trophies
Promotional material at event
Corporate signage in venue
Tagline placed on Program
Logo on Winner's Poster
Opportunity to present a prize draw

Sponsorship audit

A presentation kit including all Promotional material
List of Award Sponsors for networking purposes
Award trophy as Major Sponsor

SUPPORT SPONSOR \$4,500 (PER PROGRAM PLUS GST)

Nomination Coupons

Logo on newspaper coupon
Logo on printed coupon pads (at least 20,000 per area)

Finalist Kits (150 per area)

Logo on Certificates
Logo on Finalist Information
Logo on Invitations

Media Coverage

Logo and comment in launch advertisement
Logo and comment in Winners Feature advertisement
Mentioned in editorials throughout 11 week program

Website

Logo on program web pages
Direct link to Sponsor's website

Presentation Evening

Logo on Program
Logo on Guest List Billboards
Logo appearing on Large Screen
One Speaking opportunity
Presentation of 2-3 categories
Two Complimentary Tickets
Promotional material at event

Sponsorship audit

A presentation kit including all Promotional material
List of Award Sponsors for networking purposes

Benefits are available for multiple programs.

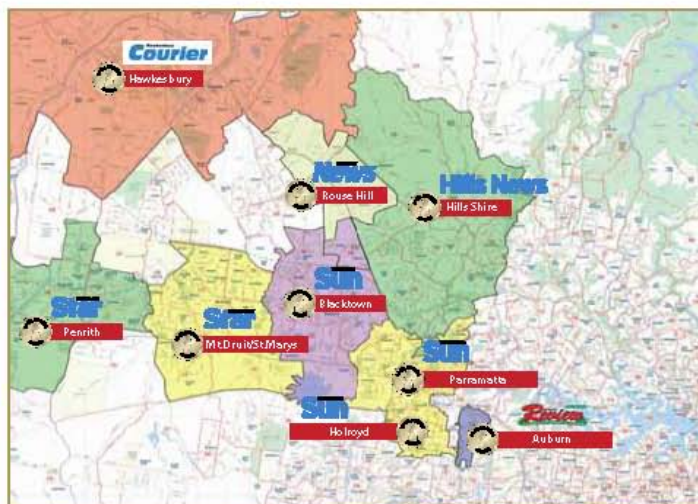
ORDINARY MEETING

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GREATER WEST

Business Awards	Media Partner	Circulation	Readership
Blacktown	Blacktown Sun	57,000	86,000
Hawkesbury	Hawkesbury Courier	20,400	38,700
Hills Shire	Hills News	60,758	122,000
Holroyd	Parramatta Sun	64,327	104,000
Parramatta	Parramatta Sun	64,327	104,000
Penrith	Penrith Star	58,857	94,000
Mt Druitt/St Marys	St Marys - Mt Druitt Star	42,010	59,000
Auburn	Auburn Review	28,771	Not Available
Rouse Hill	Northern News	12,204	26,000
		408,654	633,700



Note: The Awards Regions are determined by newspaper distribution boundaries not Local Council boundaries

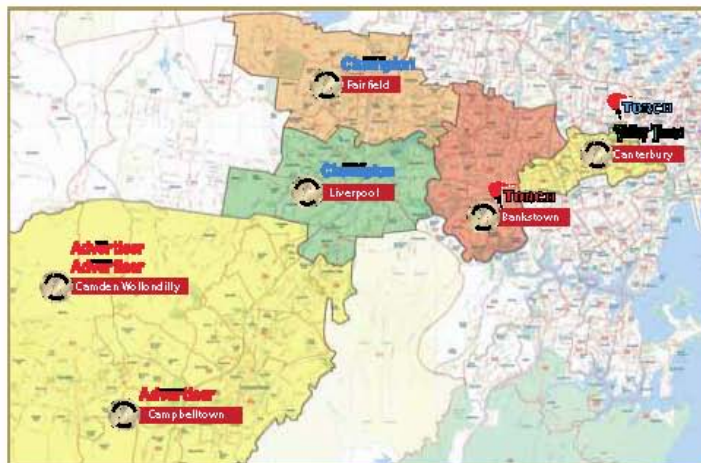
SPONSORS



Local Business Awards 2011

SOUTH WEST

Business Awards	Media Partner	Circulation	Readership
Bankstown	The Torch	89,931	159,000
Camden	Camden Advertiser	72,043	124,000
Wollondilly	Wollondilly Advertiser	12,000	27,600
Campbelltown	Macarthur Advertiser	72,043	124,000
Canterbury	Valley Times	23,657	Not Available
Fairfield	Fairfield Champion	56,630	110,000
Liverpool	Liverpool City Champion	56,630	121,000
		371,190	638,000



Note: The Awards Regions are determined by newspaper distribution boundaries not Local Council boundaries

SPONSORS



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METROPOLITAN

Business Awards	Media Partner	Circulation	Readership
Inner West	Ciao Magazine	25,000	50,000
	Burwood Scene	86,500	Not Available
North Shore	TBA	-	-
Northern Beaches	Peninsula Living	30,000	Not Available
		106,757	112,000



Note: The Awards Regions are determined by newspaper distribution boundaries not Local Council boundaries

SPONSORS



Local Business Awards 2011

CENTRAL COAST & HUNTER

Business Awards	Media Partner	Circulation	Readership
Central Coast	Lakes Mail	27,000	Not Available
	Coasting Magazine	30,000	Not Available
Hunter	The Herald	53,082	212,000
		110,082	212,000



ST GEORGE & SUTHERLAND SHIRE



Business Awards	Media Partner	Circulation	Readership
St George	St George & Sutherland Shire Leader	146,196	276,000
Sutherland Shire	St George & Sutherland Shire Leader	146,196	276,000
		292,392	552,000

Leader



SPONSORS



Note: The Awards Regions are determined by newspaper distribution boundaries not Local Council boundaries

Note: The Awards Regions are determined by newspaper distribution boundaries not Local Council boundaries



ILLAWARRA & SOUTH COAST



Participating Towns

(Primary & Secondary Hubs): Batemans Bay, Bega, Bermagui, Bowral, Corimal, Dapto, Eden, Figtree, Huskisson, Kiama, Merimbula, Mittagong, Moruya, Moss Vale, Narooma, Nowra, Shellharbour, Thirroul, Ulladulla, Warrawong, Wollongong

Media Partner	Circulation	Readership
Lake Times	-	-
Kiama Independent	-	-
Wollongong & Northern Leader	-	-
	86,500	Not Available

SPONSORS



PRESENTATION EVENING

Each 11 week program culminates in a gala presentation evening with a 3 course meal, entertainment, and the opportunity to have photographs taken by a well respected local photographer.

SABO PHOTOGRAPHY

Our studio door is always open.

We love nothing more than sitting down and discussing our next project at hand with our clients, whether it's as personal as a wedding / portrait or an advertising commission with a commercial client. We pride ourselves in creating a professional & unique experience through our passion in capturing photos that are truly world class. Don't take our word on it, take a browse through our portfolio at www.sabomedia.net

Mile Sabljak - Owner



Local Business Awards 2011

PRECEDENT PRODUCTIONS

Precedent Productions has the skill and expertise vital to delivering high profile awards programs. Precedent has successfully managed national and localised business programs and charity related programs including, the Australian Garden Industry Awards, Hardware Industry Awards, over twenty Local Business Awards programs, the Australian Small Business Champion Awards, NSW Seafood Industry Awards and Brambles CommunityReach. The synergy of inhouse development and production of all program elements ensures consistency and constantly delivers a superior result. The Champions program was expanded in 2007 to include the whole of Australia culminating in a National Award in November. Precedent's progressive approach to new ideas and ventures means that no project is too big or small. We welcome the opportunity to discuss ways of bringing new programs or events into the public spotlight and creating greater opportunities for existing programs.



Item: 85 GM - Sister City of Kyotamba - Invitation to visit in October and November 2011 - (79351,100474)

REPORT:**Executive Summary**

The purpose of this report is to inform Council of an invitation from the Mayor of Kyotamba for the Mayor and a Council delegation to visit Kyotamba, Japan in October 2011, when two important Japanese festival events will be held in Kyotamba and its region (Kyoto).

Kyotamba Town and Hawkesbury City are international sister cities and the relationship is provided for in Council's Sister City and City Country Alliance Program Policy (Program). The Japanese place value on celebrating the traditional culture of their country.

The invitation was extended by the Mayor of Kyotamba to the Mayor of Hawkesbury while visiting the Hawkesbury in October 2010 for the Governor Macquarie Bicentenary celebrations; and invites the Mayor and Hawkesbury citizens to visit Kyotamba to experience two important events that showcase the traditional culture of Japan, being:

- The annual 26th National Cultural Festival in Kyoto from 29 October to 6 November 2011; and
- The Kyotamba Puppet Festival on 6 November 2011 which will be part of the National Cultural Festival.

Council needs to consider and determine if it wishes to accept the invitation to visit Kyotamba for the festivals as a Council activity of the sister city relationship and Program. This includes any representatives of Council to visit Kyotamba, including the Mayor. Details about civic activities and cultural exchange visits of the Program to assist Council in its discussion of the matter are included in the background of this report.

Consultation

The issue of consultation based on the provisions of Council's Policy Regarding Payment of Expenses and Provision of Facilities for Councillors is addressed in the report. The engagement strategy option would be to consult if Council wishes to be represented and meeting some or all of the cost of these representatives.

Background

The sister city relationship with Kyotamba provides for culture, sport and youth exchanges between the areas. The Program includes Council's activities with Kyotamba Town Council including the civic-cultural exchanges and the program partners (the sister city associations of Kyotamba and Hawkesbury) activities include other cultural and youth exchanges.

Kyotamba is located in the Kyoto Prefecture, which is in southern Japan.

The Mayor of Kyotamba visited the Hawkesbury in October, 2010 along with a Kyotamba citizens' delegation. This visit was an opportunity for the (new) Mayor of Kyotamba to meet with the Mayor of Hawkesbury and other Council representatives; and for the Mayor and the Kyotamba citizens to participate in the Governor Macquarie Bicentenary (1810-2010) celebrations of Council and the community. While the Mayor's trip was only a few days, he had indicated it was important for him to visit and support our cultural events.

During the visit, the Mayor of Kyotamba extended an invitation to the Mayor of Hawkesbury and Hawkesbury citizens to visit Kyotamba in 2011 to be part of upcoming Japanese cultural celebrations. This was followed up with the Mayoral letter of invitation to the Mayor of Hawkesbury. The Mayor of Kyotamba

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was appreciative of the Mayor's, Council's and the Hawkesbury Sister Cities Association's hospitality while he was here.

Since receiving the letter, Council has acknowledged the letter advising that the invitation is being considered and a reply will be provided. Council Management has also been liaising with the Association in regard to a planned Hawkesbury citizen's exchange as it had also received a letter of invitation to visit.

The Association advises it is exploring two itinerary options for the visit eg. short and long stays. Details of the itinerary are being finalised and the Association will also consider the current radiation issue in Japan. As is the practice within the Program, travel and exchange costs would be met by the individuals participating in the Association's citizen's exchange and it would make use of host families in Kyotamba.

In considering the invitation to visit Kyotamba for the festivals the following details about past Council civic activities and Association's cultural exchanges (excluding the student/youth exchanges that take place annually) is provided:

- The Mayor hosted two Kyotamba Mayoral visits recently being;
 - a) February 2009 for the resigning of sister city agreement with new Kyotamba Town,
 - b) October 2010 for the Macquarie 2010 celebrations;
- Kyotamba citizen's delegations coincided with the Mayor of Kyotamba visits in the point above;
- Two former Mayors (Councillor John Horrex and Councillor Robert Calvert) visited the former Tamba Town some time ago;
- A former Councillor and current Councillors visited the former Tamba Town some time ago;
- The Hawkesbury Sister City Association's (Association) last citizens exchange was with the former Tamba Town,
- The Association is planning a citizen's exchange to visit Kyotamba during the festivals to support its program activities; and
- The Association has indicated it could include any Council representatives in its planned citizen's exchange.

Also since receiving the letter, Japan has unfortunately been affected by three disasters, which have had a significant impact on the resources of Japan and resulted in radiation levels in Japan from the damage at the nuclear power plant sites and lack of containment at the source points. As a result, appropriate enquiries were made as to the town's people's safety and extending wishes for all citizens of Japan.

In regard to the festivals, enquiries have also been made as to whether they would take place as planned because of the impact on resources and the priorities of the Japanese Government. Advice has now been received from the Kyotamba Town officers that the festivals will proceed as planned in Kyoto and Kyotamba and looks forward to a Hawkesbury delegation visiting. Advice included that there has been no physical damage to infrastructure in southern Japan.

With respect to the health and safety aspects of a visit, notwithstanding the distance of Kyotamba in southern Japan to the disasters sites in northern Japan, the Department of Foreign Affairs Smart Traveller website indicates the following travel advice for Japan.

ORDINARY MEETING**Meeting Date:** 10 May 2011**SMART TRAVELLER**www.smarttraveller.gov.au/zw-cgi/view/Advice/Japan**Travel Advice for Japan**

At 27 April 2011

Japan overall

High degree of Caution

Tokyo

High degree of Caution

Ibaraki, Tochigi, Iwate, Miyagi, and Fukushima prefectures, including the 80km exclusion zone

Do not Travel

Summary (extract only)

Read in conjunction with [Travel Bulletin: Information on radiation for Australians in Japan](#) which contains advice from the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and the Department of Health and Aging (DOHA) for Australians in Japan and those returning from Japan who have concerns about possible exposure to radiation.

We advise you to exercise a high degree of caution in Japan due to ongoing concern about the status of the Fukushima Nuclear Power Plant.

On 12 April 2011, the Japanese Nuclear Industrial Safety Agency reassessed the accident severity level for the Fukushima Nuclear Power Plant from 5 to 7 on the International Nuclear and Radiological Event Scale. ARPANSA has no information that indicates that this is based on any new deterioration at the plant or any new, more serious release of radiation from the plant. ARPANSA assesses that the risk in Tokyo remains the same – the radiological risk to human health is of low concern. The decision to raise the accident severity level has been made as a technical adjustment based on an assessment of the cumulative release of radioactivity from the plant. Radioactive releases from the Fukushima Nuclear Power Plant only have significant effects in the vicinity of the plant, which is covered by the exclusion zone currently in effect. There is no information indicating that the change in the accident severity level is related to the 7.0 magnitude aftershock which occurred on 11 April 2011 off the coast of Fukushima.

On 17 March 2011, ARPANSA recommended that Australians within 80 kilometres of the Fukushima Nuclear Power Plant move out of the area as a precautionary measure.

Council should consider the health safety of any Council representatives visiting Japan in terms of risk management and as required by the Occupational Health and Safety Act. If Council is of a mind to accept the invitation to visit Kyotamba, it would be appropriate for a risk assessment to be undertaken

In respect of proposals for overseas travel, Attachment A to Council's Policy Regarding Payment of Expenses and Provision of Facilities to Councillors provides, in part:

"Preamble

This policy has been developed by the Local Government Association for the guidance of member Councils in planning interstate and overseas travel for Councillors and staff where Council funds will be used to finance the journey. It recognises that there are occasions when representatives will need to travel interstate or overseas to represent the interests of their local area. The thrust of the policy is that plans for any such travel should be transparent to the community and have an identifiable benefit to the local area through Council activity.

...
...
...

Policy - Overseas Travel

Proposals for overseas travel by Councillors and staff on Council business should be documented in the annual management plan. The plan must be widely circulated in the community. Community input about the proposed visit can, therefore, be considered as part of the management plan review and budget finalisation process.

Proposals should indicate:

- *Who is planned to take part in the travel;*
- *The objectives for undertaking it, including an explanation of what community benefits will accrue from the exercise, with an approximate budget; and*
- *Detailed costs including a statement of any amounts expected to be reimbursed by the participants.*

If the visit is to be sponsored by private enterprise, ICAC guidelines and reporting structures should be followed and this should form part of the community reporting process. A detailed report should be given in the Annual Report for the year in which the visit took place, outlining how the objectives were met and what quantifiable benefits will flow to the community. The Council should consider the above proposals in open meeting and resolve whether or not the travel is to take place. Where exceptional cases arise and travel has to be undertaken at short notice, the above proposals should be put to Council for decision. The outcomes, costs and attendances should be included in the first Annual Report issued subsequent to the travel taking place".

As can be seen, the above would apply if Council was to propose meeting the costs of Council representatives as part of a delegation as distinct to Council endorsing representatives participating at their own cost.

In view of the fact that the Draft Management Plan 2011/2012 is currently on public exhibition it would not be possible to include a proposal as envisaged by the above policy in the document. However, if Council did wish to accept the current invitation on the basis of meeting all or part of the costs of attendance of Council representatives, an appropriate alternate consultation process could be initiated.

Conformance to Community 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 (or is a nominated) strategy in the Community Strategic Plan being:

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

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

Goal:

- Support community initiatives and volunteers.

Financial Implications

All costs would need to be met from relevant areas of the 2011/2012 Draft Budget. Funds for an international exchange have not been included in the operational component number that provides for the Program's activities and excludes Councillor generated costs.

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RECOMMENDATION:

That:

1. The Mayor of Kyotamba's invitation to visit Kyotamba in 2011 be received and Council consider if it wishes to send representatives to visit Kyotamba during 2011.
2. The Mayor advise the Mayor of Kyotamba of Council's decision on the invitation to visit Kyotamba in 2011.

ATTACHMENTS:

AT 1 - Mayor of Kyotamba - Letter of invitation to visit Kyotamba in 2011

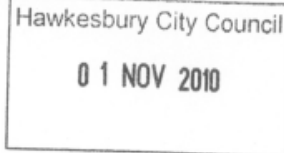
ORDINARY MEETING

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AT 1 - Mayor of Kyotamba - Letter of invitation to visit Kyotamba in 2011

15 October 2010

Mr. Bart Bassett
Mayor of Hawkesbury City
366 George Street
Windsor NSW 2756
Australia



Dear Mayor,

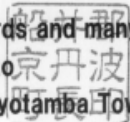
It was of great pleasure for me to visit the Hawkesbury and to meet so many people in your city with the 28 members of my delegation. I genuinely appreciate that you, Hawkesbury city council and Hawkesbury Sister City Association, received us so warmly.

I imagined that Australia would be very big and that the Australians themselves would be broad-minded and friendly. Now that I have been I can say Australia is more beautiful and Australians are more kind than I could have imagined. Therefore I had a wonderful time in the Hawkesbury.

As I said in my speech at the welcome reception on the 8th of October, the 26th Kyoto cultural festival will be held in October 2011. We hold a traditional puppet play Festival in Kyotamba on the 6th November. Many Puppet plays gather in Kyotamba Town from all over Japan. I would like to invite you and the Hawkesbury city people's delegation to the festival in Kyotamba to see this traditional culture of Japan. I hope that you all enjoy seeing Japanese tradition and the beautiful scenery of Kyotamba. We are ready to welcome The Hawkesbury's citizen's delegation warmly at anytime. I am looking forward to seeing you all soon in Kyotamba.

I hope to continue our wonderful relationship forever and that our tie of friendship will become much stronger.

Warm regards and many thanks,
Toyoji Terao
Mayor of Kyotamba Town



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oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 10 May 2011

CITY PLANNING

Item: 86 **CP - Application for a Primary Service Authorisation - Susan Mahlenhoff - 3356 Putty Road, Colo Heights - (95498)**

Previous Item: NM1, Ordinary (30 June 2009)

REPORT:

Executive Summary

Council has received a Notice from ArtisanOz Consulting that an application for a Primary Service Authorisation for 3356 Putty Road, Colo Heights is soon to be lodged with the NSW Casino, Liquor and Gaming Control Authority (the Control Authority). The applicant, ArtisanOz Consulting is required to prepare a Community Impact Statement (CIS) as part of their application to the Control Authority.

Council and the public may make submissions to ArtisanOz Consulting in respect of the proposal.

A Primary Service Authorisation if granted, allows a licensee to serve alcohol to a patron with or without the patron also buying a meal.

The subject premises contain a vehicle service station comprising petrol bowzers, convenience shop and restaurant for the benefit of locals and passing motorists. The premises are known as the Colo Heights Ampol Service Station and Restaurant.

Council previously considered a Packaged Liquor Licence (Bottle Shop) application for this premises as well as an extension to the Licenced Trading area and a Primary Service Authorisation for the restaurant located on the premises. Discussions with the applicant have indicated that the three applications were combined and lodged together to the Control Authority. The Control Authority were not prepared to support the Bottle Shop and, as the three matters were contained in the same application, subsequently refused the application. The applicant is obliged to re-apply for the Primary Service Authorisation component of the application.

Development Consent for the use of the premises as a shop, service station and restaurant is in force pursuant to DA0385/87. In this regard, no objections are raised to a Primary Service Authorisation being granted for the restaurant as this Authorisation would permit greater flexibility for patrons of the restaurant.

Recommendation

That a response be provided to ArtisanOz Consulting advising that, subject to the consultation with adjoining properties being broadly notified, no issues are raised by Council associated with a Primary Service Authorisation for the restaurant on the subject premises.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. Council is being asked to represent the views of the community to the applicant as part of the Liquor Licence Application process. It should also be noted that the applicant, as part of the preparation of the Community Impact Statement (CIS), is required to undertake consultation with surrounding and adjoining properties.

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Background

At the Meeting of 30 June 2009 Council resolved to have all liquor licence applications reported to Council that required the preparation of a Community Impact Statement (CIS) until such time as a policy for dealing with liquor licence applications was adopted by Council. With this policy nearing completion, it is a recommendation of that report that Council become involved in the application process during the formation of the Community Impact Statement. This will allow the Council to have a larger influence over the details of the final application and to guide the nature of the proposal to be appropriate to the needs of the local community.

Council on 31 August 2010 considered a Packaged Liquor Licence (Bottle Shop) application for this premises as well as an extension to the Licenced Trading area and a Primary Service Authorisation for the restaurant located on the premises. Council resolved:

"That a response be provided to the Casino, Liquor and Gaming Control Authority:

- 1. Raising concern with the Authority that the Packaged Liquor Licence Application may be contrary to Section 31 (2) of the Liquor Act 2007 in respect of the granting of Packaged Liquor Licences for service station premises. Should the Authority not agree with this interpretation of the Act, Council raises no objection to the issue of the Licence.*
- 2. Advising that no objection is raised to the issue of a Primary Service Authorisation and to the proposed extension of the boundary of the licensed area to include the outdoor dining area associated with the restaurant."*

Discussions with the applicant have indicated that the three applications were combined and lodged together to the Control Authority. The Control Authority was not prepared to support the Bottle Shop and subsequently refused the application.

In view of this, the applicant is proposing to re-lodge this aspect of the application with the Control Authority.

Primary Service Authorisation

Council received correspondence dated 5 April 2011 that ArtisanOz Consulting is preparing a Community Impact Statement for a Primary Service Authorisation for the restaurant at the subject premises. A Primary Service Authorisation allows a patron of a licensed restaurant to consume alcohol with or without purchasing a meal. It is considered this authorisation will permit greater flexibility for patrons of the restaurant.

Council may make a submission to ArtisanOz Consulting in respect of the CIS and the applicant must include those comments in the CIS for submission to the Control Authority as part of their application.

Development Consent is currently in force for the use of the premises as a restaurant, shop and service station. The Primary Service Authorisation does not propose any changes to hours of trading, licenced area or any intensification of the use of the premises. The restaurant currently seats 62 persons and operates Monday to Sunday 10am to 9pm.

No objections were raised by Council to the Primary Service Authorisation component of the Liquor Licence Application when previously considered by Council on 31 August 2010.

Given that development consent has been granted for the use of the premises as a restaurant and the fact that Council has previously considered such an application and did not raise any objections, it is recommended that Council respond to ArtisanOz Consulting and advise that no issues are raised by Council for inclusion in the Community Impact Statement.

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Conformance to Community Strategic Plan

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

- Plan for a range of industries that build on the strengths of the Hawkesbury to stimulate investment and employment in the region.

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

- Encourage stronger relationships between the business and community sectors to increase local career options.

The restaurant is operated by local businesspeople that live within the Hawkesbury Area. The restaurant provides for the needs of the community as well as provides jobs for local people.

Financial Implications

There are no financial implications applicable to this report.

RECOMMENDATION:

That a response be provided to ArtisanOz Consulting advising that, subject to the consultation with adjoining properties being broadly notified, no issues are raised by Council associated with a Primary Service Authorisation for the restaurant on the subject premises.

ATTACHMENTS:

AT - 1 - Notice of Intention

ORDINARY MEETING

Meeting Date: 10 May 2011

AT - 1 - Notice of Intention

ArtisanOz Consulting

ACN: 132 334 493

ABN: 41 132 334 493



Tuesday 5 April 2011

Hawkesbury City Council

- 7 APR 2011

To: Hawkesbury City Council
Attention of: The General Manager

Re: Notice of Intention to apply for a Primary Service Authorisation to an existing On-Premises Licence (Restaurant).
Premises known as: **Colo Heights Café and Restaurant**
Situating at: 3356 Putty Road, Colo Heights NSW 2756.
Type of licence: Applicant will be applying for a Primary Service Authorisation to the existing On-Premises Licence (Restaurant).
Applicant: **Susan MAHLENHOFF**

I Shane Workman of ArtisanOz Consulting, act on behalf of the applicant: Susan MAHLENHOFF.

This covering letter is to advise council that a Notice of Intention to apply for a Primary Service Authorisation to an existing On-Premises Licence (Restaurant), has commenced. A covering letter and a copy of this Notice of Intention, has also been lodged with the NSW Police as required by the Liquor Act 2007 and Liquor Regulation 2008.

If you have any concerns regarding this liquor application, please do not hesitate to contact me on my mobile: **0404 488 855** or email: shane@aoh.com.au

Best Regards,

Shane Workman
Liquor Licence Consultant



ArtisanOz Consulting
ABN: 41 132 334 493 ACN: 132 334 493
Capri Apt 403/1 The Piazza,
Wentworth Point NSW 2127
M: 0404 488 855
F: 1300 177 260
E: shane@aoh.com.au
W: www.aoh.com.au



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• LIQUOR LICENCE APPLICATIONS • LIQUOR LICENCE TRANSFERS •
• RSA TRAINING • RCG TRAINING • AUDITING • CONSULTANCY •

Mobile: 0404 488 855

Email: shane@aoh.com.au

Web: www.aoh.com.au

Fax: 1300 177 260

ORDINARY MEETING

Meeting Date: 10 May 2011

Notice of intention to apply for a liquor licence or a licence authorisation

(date of notice)

05/04/11

(name of applicant)

Susan Mahlenhoff

proposes to make an application to the Casino, Liquor and Gaming Control Authority for a

(type of liquor licence or licence-related authorisation)

Primary Service Authorisation

To allow for the consumption of alcohol with and/or without a meal within an existing licensed restaurant.

at

(address of existing or proposed premises)

Colo Heights Cafe and Restaurant
3356 Putty Road, Colo Heights NSW 2756

The following information is provided to you as a requirement for the preparation of a community impact statement (CIS).

The NSW liquor laws require a CIS to be prepared by an applicant for certain liquor licence or licence-related authorisations.

The CIS summarises the results of consultation between the applicant and the local and broader community about any issues with the proposed application.

The application cannot be granted unless the Authority is satisfied that the overall social impact will not be detrimental to the well-being of the local or broader community. In determining this, the Authority will consider the CIS, along with the application, any submissions made by stakeholders, and reports from police and the Director of Liquor and Gaming.

page 1 of 2

ORDINARY MEETING

Meeting Date: 10 May 2011

What liquor-related activity is proposed?

The following describes the proposed premises including:

- proposed trading hours
- proposed activities and entertainment to be provided on the premises
- maximum patron numbers

1. I currently conduct the business of an On-Premises Licence (Restaurant), Liquor licence no: LIQO624002665. I propose to apply for a Primary Service Authorisation, by selling liquor with and/or without a meal. The restaurant is located at: 3356 Putty Road, Colo Heights NSW 2756.
2. Members of the public will be able to access the premises from the street and into the front entrance of the premises, and then into the restaurant dining area.
3. The ground floor level dining area consists of seating inside, spread throughout the restaurant. All patrons are seated comfortably on seats with tables provided to allow in the partaking of a meal. Number of seating, is as follows:
Inside seating: 62 people TOTAL seating: 62 people
4. The restaurant's hours of operation currently are: Monday to Saturday 10.00am to 9.00pm, Sunday 10.00am to 9.00pm.
5. I will be adhering to the trading hours imposed upon my liquor licence application.
6. I believe a Primary Service Authorisation will enhance the dining experience already provided by my restaurant. My customers reside within the local community and I am always being asked if they can consume a glass of wine, without a meal. I believe this Primary Service Authorisation is merely an extension of what already exists and it will provide an alternative to members of the local community which is not currently available to them. My customers have to travel approx 37kms one way, to the nearest licensed premises, then travel the same distance to return home.
7. The toilet facilities are as follows:
Female Toilets: 2 x water closets, 2 x wash basin,
Male Toilets: 2 x water closets, 2 x wash basin, 1 x one (1) person urinal
8. These toilet facilities meet the requirements of any development consent or complying development certificate within the meaning of the Environmental Planning and Assessment Act 1979, in respect to premises such as a restaurant.
9. Disabled access is via the ground floor level. A full commercial kitchen is provided and contains all necessary equipment.
10. There is sufficient parking available to adequately cater for the restaurant.
11. All full time and part time staff members of my restaurant involved in the sale and supply of liquor, have completed an approved Responsible Service of Alcohol course, prior to commencing work within the restaurant.

How to seek further information and provide comment

The following describes how to seek further information and provide feedback to the potential applicant regarding the proposal. This feedback can be in various forms such as a written response (including email), phone response, or face to face. You have 30 days to respond to the date of the notice. If applicable the details of further organised consultation sessions will be outlined below.

Persons seeking feedback regarding this proposal can contact:

Shane Workman from ArtisanOz Consulting, through the following mediums:

Phone: 0404 488 855

Email: shane@aoh.com.au

Postal: ArtisanOz Consulting, c/o Shane Workman
Capri 403/1 The Piazza, Wentworth Point NSW 2127

Please include in your response the proposed licensed premises name & address. Also include your return contact details, so that we can address and discuss any concerns you may have, regarding this liquor licence proposal.

PLEASE NOTE: You have 30 days from the date of this notice to respond.

Next steps

A CIS summarising the results of consultation, including a summary of responses to this notice, must be included with the papers lodged with the Authority when a liquor licence or licence-related authorisation application requiring a CIS is made. Your feedback will be used to compile the CIS. Unless agreed the CIS will not identify anyone who comments on the proposed application.

The licence application cannot be lodged until 30 days from the date of this notice.

You will be able to view the completed CIS on the NSW Office of Liquor, Gaming and Racing website www.olgr.nsw.gov.au if the application for the liquor licence or authorisation is lodged with the Authority. Notice will be provided by the applicant to you (where you provide reasonable contact details) at that time. Any person can make submissions regarding the application directly to the Authority. The law requires that the Authority take into account any submissions made when determining on an application.

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oooO END OF REPORT Oooo

Item: 87 CP - Hawkesbury Disability Action Plan - (88324, 75816, 119366)

Previous Item: 272, Ordinary (12 October 2010)
232, Ordinary (30 November 2010)
165, Ordinary (13 July 2010)
NM2, Ordinary (8 June 2010)

REPORT:**Executive Summary**

This Report has been prepared to seek Council's endorsement of proposed Terms of Reference for a community planning process to prepare a draft Hawkesbury Disability Action Plan for Council's consideration.

Consultation

The report seeks Council's endorsement of a proposed community planning framework for the preparation of a Disability Action Plan which incorporates provision for community consultation as required under Council's Community Engagement Policy.

Background

Council at its Ordinary Meeting on 13 July 2010 resolved to establish the Hawkesbury Disability Advisory Committee (HDAC) and ratified the constitution for the proposed Committee.

One of the objectives within the adopted constitution required the Committee *'to advise and assist Hawkesbury City Council staff in the drafting of a Hawkesbury Disability Action Plan to improve access to services and facilities for people with disabilities and promote their inclusion and participation in community and civic life'*.

In broad terms the intent of the *Hawkesbury Disability Action Plan* will be to provide a process for the identification, assessment, and prioritisation of tasks and strategies aimed at eliminating barriers faced by people with disabilities in accessing Council services and facilities and participating in Council's community engagement processes. These priority tasks and strategies can then be costed and integrated into Council's planning and budget processes.

At its meeting of 7 April 2011, the Hawkesbury Disability Advisory Committee considered a report which proposed Terms of Reference for the drafting of the Hawkesbury Disability Action Plan. The proposed Terms of Reference were adapted from guidelines for disability action planning issued in September 2008 by the NSW Department of Ageing, Disability and Home Care (now known as Ageing, Disability & Home Care, Department of Human Services NSW).

Following discussion and amendment, the Committee resolved to forward the following Terms of Reference for the preparation of a Hawkesbury Disability Action Plan to Council for its consideration and adoption.

The Hawkesbury Disability Action Plan - Proposed Terms of ReferenceScope:

The Hawkesbury Disability Action Plan will be a primary planning document that will provide a blueprint to inform future priorities for the investment of Council resources aimed at enabling people with disabilities to access Council services, facilities and programs, and participate in community engagement processes on

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an equitable basis and to support other agencies and businesses to enable people with disabilities to access services and facilities.

Process:

The process for the development of the Hawkesbury Disability Action Plan will incorporate the following elements:

1. A review of Council's existing *Access Policy* and *Statement of Equity Principles* to determine if these policies adequately define Council's obligations in meeting the needs of people with disabilities and reflect planning guidelines for disability action planning. If necessary the policies may be combined or re-aligned to develop a revised draft disability action policy for Council's consideration.
2. An audit of Council's operations - its planning priorities, practices, facilities, programs and services - to assess their potential impact on people with a disability. The audit to include an evaluation of previous actions taken to identify, remove and prevent barriers to services and programs for people with a disability.
3. The use of demographic data to establish a profile of users and potential of service users who have a disability.
4. A community engagement strategy to obtain information from a sample of residents about their experiences of the difficulty or otherwise of using Council services, including the identification of possible solutions to respond to barriers encountered by people with a disability in relation to their dealings with Council.
5. A scoping study to determine Council's capacity to respond to the needs of customers and staff with a disability (based on the findings and outcomes of the community engagement strategy).
6. The identification of targets, and strategies to deliver on these targets, to achieve the following six primary disability action planning outcomes:

Outcome 1 – Identifying and, as far as possible, removing barriers preventing people with a disability from accessing Council or Council sponsored services, facilities and programs.

Outcome 2 – Providing information and services in a range of formats that are accessible to people with a disability.

Outcome 3 – Making Council buildings and facilities physically accessible to people with a disability.

Outcome 4 – Assisting people with a disability to participate in public consultations and to apply for and participate on Council's advisory committees and working parties.

Outcome 5 – Increasing employment participation of people with a disability within Council.

Outcome 6 – Using Council's decision-making and planning processes and its programs and operations to support other agencies and sectors to improve community participation and quality of life for people with a disability.

7. The preparation and reporting of a draft Disability Action Plan to obtain Council's approval to place the Plan on public exhibition.
8. A consultation strategy to seek submissions from stakeholders and customers on the content of the Plan, with the outcomes of consultation to be reported to Council together with suggested amendments to the Plan prior to seeking Council's endorsement and formal adoption of the Plan.
9. An operational strategy to ascertain the human, material and financial resources required to support the implementation, monitoring and review of the plan.

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Other Planning Processes

The Hawkesbury Disability Action Plan will be consistent with strategic directions and priorities as identified in the Hawkesbury Community Strategic Plan 2010-2030. The Plan will also inform and/or complement Council's community, development control, master plans and other relevant planning instruments and strategies.

Time Frame

The draft *Hawkesbury Disability Action Plan* will be developed within twelve months of the adoption of the agreed Terms of Reference by Council.

Resourcing the Hawkesbury Disability Action Plan

Based on costs involved in the preparation of similar community plans by Council, engaging a consultant to prepare a draft *Hawkesbury Disability Action Plan* is estimated to require a budget of between \$60,000 and \$75,000 (not including in-kind staff hours required for project management). In total, Council has received 'special project' funding of \$20,000 from Ageing, Disability & Home Care, Department of Human Services NSW which has been earmarked to support the drafting of the *Hawkesbury Disability Action Plan*.

The funding shortfall will be met by producing the Plan 'in house' using staffing hours within the Community Services Branch. Members of the Hawkesbury Disability Advisory Committee have also agreed to participate in 'access audit' training which will enable committee members (in conjunction with Council staff) to develop a common understanding of barriers to access as a pre-requisite to completing audits of Council facilities. These access audits will be a key part of the disability action planning process.

Conformance to Community Strategic Plan

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

- Have friendly neighbourhoods, connected communities, and supported households and families

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

- Identify community needs, establish benchmarks, plan to deliver and advocate for required services and facilities
- Work with the public and private sectors to ensure funding and delivery of improved services and infrastructure

The proposed implementation timeframe for this matter has been identified in the draft operational plan for 2011-2012.

Financial Implications

The financial implications arising from this proposal are outlined in the report. External funds of \$20,000 are available for the proposal with the balance of required works to be conducted 'in house' and with the assistance of members of the Hawkesbury Disability Advisory Committee.

RECOMMENDATION:

That the Council adopt the proposed terms of reference within the report for the production of the *Hawkesbury Disability Action Plan*.

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ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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Item: 88 **CP - Facilitated Meeting with Hawkesbury River User Groups - Use of River by Western Sydney Water Ski Club - (95498)**

Previous Item: NM1, Ordinary (29 March 2011)

REPORT:

Executive Summary

This report has been prepared to advise Council of the outcomes of a meeting facilitated by Council staff to discuss a proposal for the Western Sydney Water Ski Club (WSWSC) to utilise the Hawkesbury River for a slalom water skiing and ski-jump training course. The report documents the views of participants at the meeting. In the absence of a consensus regarding the location of the slalom water skiing and ski-jump training course at a site upstream of Windsor Bridge, the report proposes that Council offer to assist the Western Sydney Water Ski Club by providing contact details of relevant parties and agencies to facilitate their approach to these parties to explore possible alternate locations for the slalom water skiing and ski-jump training course.

Consultation

The issues raised in this report concern matters which do not require further community consultation under Council's Community Engagement Policy. The report does, however, summarise the outcome of a meeting facilitated by Council to provide an opportunity for river user groups to meet and discuss the matters summarised in this report. Participants at the meeting have been advised that this matter is to be considered by Council at this meeting.

Background

In July 2010 NSW Maritime issued a conditional aquatic licence to Western Water Ski Club Inc to use Bushells Lagoon for water ski training during the hours of 8am until 8pm from 1 August 2010 until 31 July 2011.

Bushells Lagoon is used for a range of recreational purposes as well as a water supply by surrounding farming properties. It is an area of natural beauty as well as a recognised wetland with high environmental values. In view of the potential adverse impacts of water skiing activity on the Lagoon's environmental values, Council resolved on 1 February 2011 to ask NSW Maritime to revoke the current aquatic licence.

Council's resolution of 1 February 29001 also requested the WSWSC to 'conduct a demonstration of their sport to enable Council to consider whether or not it would support an approach to NSW Maritime to utilise the area upstream of Macquarie Park and before the Breakaway for special events after appropriate consultation with other users of the river'.

The demonstration was held on 16 March 2011. On 29 March 2011, Council considered a Notice of Motion in accordance with this matter and resolved:

"That Hawkesbury City Council notify NSW Maritime that it supports the Western Sydney Water Ski Club training for slalom skiing events on a 700 metre stretch of the Hawkesbury River known as the Breakaway."

"That:

- 1 *A meeting in relation to the proposal for a suitable location for the Western Sydney Water Ski Club, between relevant river user groups be facilitated by Council, if possible prior to the next Council Meeting, to allow discussions to occur with a view to reaching a consensus position if this is possible.*

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2. *The Western Sydney Water Ski Club be formally thanked for providing a demonstration of their sport to Councillors and staff on Wednesday, 16 March 2011."*

Facilitated Meeting - Format and Proceedings

A meeting of affected river user groups was held on Wednesday 13 April 2011. The meeting was attended by representatives of;

- Hawkesbury Environment Network
- Western Sydney Water Ski Club
- Windsor Canoe Club
- Hawkesbury Triathlon Club
- Hawkesbury Nepean Bass Anglers Club
- Willow Warriors

Local residents of Windsor (on properties adjoining or overlooking the Breakaway) were also present as were representatives of NSW Maritime and the Hawkesbury Gazette.

The format of the meeting provided the opportunity for representatives from each of the participating groups, and the local residents present, to answer a set of questions so that the issues and concerns of all participants could be documented and reported to Council. Participants were asked to respond to the following six questions;

1. What existing use or access to the Hawkesbury River do you or your group have (i.e. location, dimensions, type of use, equipment & infrastructure needed?)
2. If you don't currently have access to the Hawkesbury River, what access do you or your group need (i.e. location, dimensions, type of use, equipment & infrastructure needed?)
3. In relation to 1 and 2 above, how often do you or your group use or would need to use the Hawkesbury River.
4. What is your response to the general proposition that Council should notify NSW Maritime to support the Western Sydney Water Ski Club to use the Hawkesbury River for training for slalom skiing events? Any issues or concerns?
5. What is your response to the specific proposal of the Western Sydney Water Ski Club to use the area known as the Breakaway for this training? What concerns or issues would this specific proposal generate?
6. Do you or your group have any suggestions, options or solutions which the facilitation meeting and Council could consider to respond to the different needs of river user groups?

After each representative responded to these questions, other participants were invited to ask questions to clarify information presented by each representative and/or to seek additional information. This format provided opportunity for the discussion of issues and allowed each participant to outline their requirements and concerns. It also provided the opportunity for participants to respond to the concerns raised by different groups and to contribute additional information to the discussion.

At the conclusion of the meeting, each participant was asked to consider the information provided by each group, as well as the issues raised, to provide a concise statement of their position. In its summation the WSWSC proposed that they be afforded a six-month trial to use Hawkesbury River for training purposes at a location approximately 1km upstream of the weed boom upstream of the Breakaway. The WSWSC was of the view that their use of the River could reasonably co-exist with the other uses, and that a restricted aquatic licence for slalom skiing training would minimise the environmental impact of their activities. The WSWSC were not in favour of a location downstream of the Windsor Bridge as these areas were not suitable due to the wave wash from other power boats.

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In response, other user groups indicated that they were not in favour of the proposed trial and/or allowing access to Hawkesbury River upstream of the Windsor Bridge for power boats travelling at speeds greater than 8 knots. The concerns cited by each group related to the safety of their members, the adverse impact that power boats travelling at relatively high speeds would have on fish habitats and bird life, and the precedent of allowing power boats to travel at greater than 8 knots upstream of the Windsor Bridge. In this respect the other groups were of the view that the restricted aquatic licence proposed by the WSWSC would be difficult, if not impossible, to police by NSW Maritime given their level of resources. The respondent groups also indicated that they did not have any alternate locations for their activities as the Breakaway was effectively the only suitably calm and safe section of the River for passive river users.

However, all respondent groups supported the general proposition that the WSWSC should be provided with access to the River for training purposes but that the location for this activity should be downstream of the Windsor Bridge. A number of other possible alternate locations such as the Penrith Lakes and Yarramundi Lagoon were suggested and generally supported by all user groups subject to environmental considerations.

The proceedings of the facilitated meeting have been summarised in Attachment 1.

NSW Maritime

A representative of NSW Maritime was present at the meeting and was able to respond to questions raised by participating groups. The representative indicated that any proposal for the use of the Hawkesbury River by the WSWSC would need to be assessed by NSW Maritime and would include an environmental assessment and consultation with the Upper Hawkesbury River Users Group. The representative also indicated that it was possible to issue a limited aquatic licence to a particular group and that restrictions could be 'signposted' and policed by NSW maritime and the local police.

Conclusion

As noted above, a consensus position was unable to be achieved. While all groups supported the general proposition that the WSWSC should be supported in its endeavours, this accord did not extend to the use of the Hawkesbury River by the WSWSC at any location upstream of the Windsor Bridge. The meeting recommended that alternate locations be investigated. In view of this outcome it is proposed that Council assist the WSWSC to investigate alternate options for a slalom water skiing and ski-jump training course by providing contact details of relevant agencies or landowners and facilitating introductions to these entities.

Conformance to Community Strategic Plan

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

- Be a place where we value, protect and enhance the historical, social, cultural and environmental character of Hawkesbury's towns, villages and rural landscapes.

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

- Work with the community to define the Hawkesbury character to identify what is important to preserve and promote.
- Work in partnership with relevant stakeholders to protect designated waters.

Financial Implications

No financial implications are applicable to this report.

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RECOMMENDATION:

That:

1. The outcomes of the facilitated meeting held on 13 April 2011 at the Council Chambers to discuss the use of Hawkesbury River by the Western Sydney Water Ski Club be received.
2. Council assist the Western Sydney Water Ski Club to investigate alternate options for a slalom water skiing and ski-jump training course by providing contact details of relevant agencies or landowners and facilitating introductions to these entities.
3. Council write to the groups and local residents who attended the facilitated meeting to thank them for their contribution and constructive participation in the meeting discussions.

ATTACHMENTS:

- AT - 1** Summary of Meeting held on 13 April 2011 at Council Chambers to discuss use of Hawkesbury River by the Western Sydney Water Ski Club.

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AT - 1 Summary of Meeting held on 13 April 2011 at Council Chambers to discuss use of

Hawkesbury River by the Western Sydney Water Ski Club

Summary of Meeting held on 13 April 2011 at Council Chambers to discuss use of Hawkesbury River by the Western Sydney Water Ski Club.

Issue	Response					
	Western Sydney Water Ski Club (WSWSC)	Windsor Canoe Club	Hawkesbury Nepean Bass Anglers	Hawkesbury Triathlon Club	Hawkesbury Environment Network	Concerned Residents
Existing or proposed use of River	<ul style="list-style-type: none"> Sheltered stretch of fresh water – 700m long x 20m wide. Installation of 20 buoys and 4m x 4m fibreglass/steel ski jump – to be anchored to bottom. Used for training only (no tournaments) Limited aquatic licence – maximum of 8 persons and sole use by Club. 	<ul style="list-style-type: none"> 80 members with 30 to 40 racing each Tuesday. Club house located in Macquarie Park. Paddlers access River between Windsor Bridge and Boom on a daily basis. The area is a prime training spot in high demand. 	<ul style="list-style-type: none"> Boats launched at 5th Creek boat ramp and traverse 8 knot zone to Breakaway and beyond towards Nth. Richmond Members use kayaks and canoes. HN Bass Anglers are a catch & release organisation. 	<ul style="list-style-type: none"> Access River from Deentobin Park for the swim leg of triathlons. 250m lane marking rope for swimmers to lap up and down Adjacent to lowlands – quiet and safe area for other legs of triathlon. 	<ul style="list-style-type: none"> Upstream of Windsor Bridge is peaceful, natural place with low-lying areas & wetlands. Environmental issues are considerable. 8 knot speed limit is an important restriction – area should be reserved for passive users. 	<ul style="list-style-type: none"> Social use – fishing and general boating. Breakaway to weed introduced and invasive species.
How often used	4 days a week for 2 hrs from October to April. 4.00 to 6.00pm or 6.00pm to 8.00pm during daylight saving.	Racing event every Tuesday. Used on daily basis for training.	River is used on a daily basis.	Last Sunday of every month during warmer 7 months. Members may train during week	The river is a natural ecosystem and this 'use' should not be overlooked.	Daily
Support for WSWSC to use River	Require access to river due to suspension of access to Bushells Lagoon. No other suitable venues within reasonable distance.	Support use of River by the Water Ski Club but not anywhere upstream of Windsor Bridge.	Support the Water Ski Club using River but in open speed limit area or 8 knot zone near power boat club.	Support the Water Ski Club using the 111km of waterway upstream of Windsor Bridge.	Support the Ski Club using areas upstream of Windsor Bridge (subject to environmental considerations)	Yes to the general proposition – but not upstream of Windsor Bridge.
Response to proposal for WSWSC to use Breakaway	In view of concerns by other groups would possibly prefer alternate location 1 to 3km upstream of weed Boom	Not in favour. Breakaway is only location available to Canoe Club – there are no alternatives	Too dangerous as area is shallow, narrow and weed infested. Risk of accidents, will disrupt fish breeding	Not in favour. Risk of power boats running through middle of triathlon course. Same issues as others.	Not in favour due to the impact on the river ecosystem.	Not in favour due to environmental considerations – fish habitats, bird life.
Other options	As above (upstream of Boom) Yarramundi Lagoon	Gov. Phillip Park, Yarramundi Lagoon	Yarramundi Lagoon, Nth Richmond downstream of Bridge, Colo R. Rickaby's Ck	Pitt Town Bottoms	Downstream of Bridge. Committee should look at this. Penrith Lakes	Penrith Lakes
Summary of Concerns issues (or response to concerns and issues)	<ul style="list-style-type: none"> Water-skiers and paddlers co-exist at other locations (Albury-Wodonga, Cooks River). Study at Lake Burley Griffin indicates that slalom skiing has limited environmental impact. 	<ul style="list-style-type: none"> Waves generated by power boats pose high risk to kayakers – particularly novice and older paddlers. would destroy peace and tranquility of Breakaway 	<ul style="list-style-type: none"> Adverse impact of skiing on the habitat and breeding cycle of fish. Pleading power boats (without 8 knot limit) and other passive river users together is risky. 	Needs of 8 people should not inconvenience 100s of existing passive users who rely on accessing this safe and calm section of the River.	The river is an important ecosystem not just a recreation venue. Concerned regarding noise and environmental impact of proposal.	Slalom course will attract other (non-ski-club). NSW Maritime lacks resources to police effectively
Position	Six-month trial to use River for training approx 1km upstream of the weed boom. Locations downstream of Windsor Bridge not suitable due to wave wash.	Not in favour of trial upstream of Bridge. Any wave action is dangerous to kayakers. Club is already restricted to a limited area of River.	(Due to other commitment representative left meeting early and was not present at the 'wrap up')	Not in favour of trial upstream of Windsor Bridge. This area is the only safe and calm section of the River for passive users	Not in favour of trial upstream of Bridge. It will set a precedent. Current restrictions should be maintained.	Not in favour of trial upstream of Windsor Bridge

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 10 May 2011

Item: 89 **CP - Submissions received following Public Exhibition of the Residential Land Strategy - (95498)**

Previous Item: 148, Ordinary (8 July 2008)
 273, Ordinary (8 December 2009)
 223, Ordinary (28 September 2010)

REPORT:

Executive Summary

The purpose of this report is to review the issues raised in submissions received during the public exhibition of the draft Residential Land Strategy, propose changes as a result of the review of public submissions and to recommend that Council adopt the amended draft Residential Land Strategy.

Consultation

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

The preparation of the draft Strategy has previously been the subject of two separate Briefings to Councillors on 17 November 2009 and 1 June 2010. The report to Council on 28 September 2010 proposed the following engagement process:

- Place the document on public exhibition for a minimum of 28 days.
- The document to be available at Council's office and libraries and also on Council's website during the exhibition period.
- Relevant industry and community groups be advised of the exhibition period and be invited to submit comments during that period.
- Staff briefings to community groups, should that be required by those groups.

The draft Residential Land Strategy was originally placed on public exhibition for the period from 7 October 2010 to 4 November 2010 in accordance with the Council resolution. However, due to requests from the community this exhibition period was extended on two separate occasions, firstly to 7 January 2011 and then to the end of January 2011.

This has resulted in the draft Residential Land Strategy being on public exhibition from 7 October 2010 to 28 January 2011, a total period of 16 weeks, or approximately four months. During the exhibition period the following occurred:

- The document was on public exhibition for a period of at least 114 days.
- The document was available at Council's office, libraries and Council's website. Copies of the draft document were also available on CD upon request.
- 35 letters were sent to Community groups and Government authorities, with a further 24 industry and development groups (that deal with Council on a regular basis) also notified of the exhibition by email.
- Presentations, followed by questions and answer sessions, were made by the Director City Planning to public meetings at North Richmond and Glossodia. This is in addition to numerous phone and counter enquiries that were dealt with by staff during the exhibition period.
- The Director City Planning also had three separate 2 hour meetings in January 2011 with a group calling themselves the "Hawkesbury Community Consultative Group" made up of representatives of the North Richmond District Community Action Association (NRDCAA), Kurrajong Action Group, Council Watch, Hawkesbury Harvest, Vineyard Action Group, Bowen Mountain Action Group, Agnes Banks Action Group, Land Care Groups, Glossodia resident representative. This group was

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organised and invited via a representative of the NRDCAA. These meetings discussed the draft Strategy in detail and also discussed some wording changes that addressed some of the community concerns raised. Details of these changes are discussed later in this report.

As seen from the above, there has been extensive consultation with Community representatives about the content of the Strategy and this has appeared to assist those representatives better understand the content and intent of the Strategy and how the Strategy is applied. This is evidenced by a comment from one of the community members stating in one of the workshops *"I hate to admit this, but the more you read this (the Strategy) the more sense it makes"*.

Background

On 28 September 2010 Council considered a report that proposed the public exhibition of the Draft Hawkesbury Residential Land Strategy. The resolution of that meeting was as follows:

"That:

1. *The Draft Residential Land Strategy be amended:*
 - (a) *To replace references in 3.3.5 and 6.4 to "high density" with references to "medium density (vertical)" and that this description is to apply to "flats, home units and apartments" of a height broadly consistent with existing and approved development in Richmond and Windsor.*
 - (b) *In item 6.4 to identify a density of "up to 25 – 30 dwellings per hectare" in the Town Centres, rather than "25 – 50".*
 - (c) *With the addition of an additional sentence at the end of the second paragraph in item 3.3.6 as follows: "It is therefore not an objective of this strategy to satisfy a predetermined ratio of infill to greenfields development".*
2. *The Draft Hawkesbury Residential Land Strategy be placed on public exhibition for a minimum of 28 days commencing immediately and relevant industry and community groups be advised of the exhibition period and be invited to submit comments during that period.*
3. *Any issues raised in submissions received during public exhibition be reported to Council for consideration prior to the finalisation of the Residential Land Strategy."*

The abovementioned amendments were made to the draft Strategy and the draft Strategy was placed on public exhibition for a total period of 114 days with additional discussions and meetings held during that period as detailed in the "consultation" section of this report. During the exhibition period Council received a total of 13 submissions.

These were comprised of one submission from the University of Western Sydney, Industry and Investment (old Department of Primary Industries) and 11 submissions from individuals. As well as these submissions, the three meetings with the group calling themselves the "Hawkesbury Community Consultative Group" raised a number of specific individual matters that were discussed and either agreed to remain in the draft Strategy or changes to the Strategy were proposed and agreed in the group meetings. Council also received three "requests" for rezoning in the 24 months prior to the exhibition of the Draft Strategy and the authors of those requests were advised at that time that their submissions would be considered with the Draft Strategy.

The individual submissions and issues raised during public exhibition are discussed in the following section of this report.

Public Submissions and Suggested Actions

The following is a summary of the issues raised in the submissions received.

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Submissions requesting the inclusion of additional land in the draft Strategy

A number of submissions were made that requested the following properties be included in the Draft Strategy;

1. 28-30 Ivy Avenue, McGraths Hill
2. 7 West Hill Street, McGraths Hill
3. Area known as "Bligh Park North"
4. Include various properties being (Lot 2 DP 578886 (Dight Street), Lot Y DP 419316 (Evans Cres) and Lot 100 DP 877011 (Francis Street) Richmond
5. 165 Grose Vale Road, North Richmond
6. Lot 27 DP 1042890, 108 Grose Vale Road, North Richmond
7. Include area to the south of Spinks Road, Glossodia, being the following:
 - Lot 2 DP 533402 and Lot 52 DP 1104504, 103 Spinks Road, Glossodia
 - Lot 20 DP 214753, 213 Spinks Road, Glossodia
 - Lot 75 DP 214752, 361 Spinks Road, Glossodia
 - Lot 3 DP 230943, James Street, Glossodia
 - Lot 44 DP 214755, 3 Derby Place, Glossodia
 - Lot 50 DP 751637, 746A Kurmond Road, Freemans Reach
 - Lots 1, 2 and 3DP 784300, 780A – 780C Kurmond Road, North Richmond
8. 88 Spinks Road, Glossodia
9. Land in the vicinity of Ebenezer and Wilberforce for rural residential development
10. 119 Argents Road Wilberforce
11. 41 Stone Terrace, Kurrajong Hills
12. Flood Free land in Vineyard

Comments

Some changes are proposed as a result of these submissions.

The following comments are provided in relation to the inclusion of the abovementioned properties in the Draft Hawkesbury Residential Land Strategy;

McGraths Hill properties

The draft Strategy uses the criteria adopted by Council in the report dated 8 July 2008 for the preparation and identification of land for inclusion in the strategy. On page 5/8 of the Draft Strategy the following comments are made in relation to McGraths Hill and non-urban flood prone land;

"Mulgrave/McGraths Hill – This area has been removed from the investigation areas as it is subject to unacceptable flooding and evacuation impact.

Non-urban flood prone land – All non-urban zoned land currently affected by the 1:100 year flood event is not considered suitable for intensification of residential development."

Given the adopted criteria and the above comments it is not considered appropriate to include the above properties, or other additional properties in the McGraths Hill locality in the residential strategy.

"Bligh Park North"

It should be noted that this land is already listed on the Metropolitan Development Plan (MDP) and is also currently identified in the Draft Residential Land Strategy for investigation subject to the resolution of the flood issues. It is not proposed to remove this land from the Strategy. However, as previously advised by the Department of Planning in relation to the rezoning application for this land, the flood issues in relation to this land will need to be resolved prior to further progress to land release. The Draft Strategy reiterates this requirement.

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Land at Richmond

The land requested for inclusion at Richmond is already included in the draft Strategy and it is not proposed to remove it from the strategy. It is noted that the submissions received were in support of the lands' inclusion in the Strategy.

Land at North Richmond

The land requested for inclusion at North Richmond is already included in the draft Strategy and it is not proposed to remove it from the strategy. It is noted that the submissions received were in support of the inclusion of the land in the Strategy.

Land at Glossodia

The land requested for inclusion at Glossodia is immediately adjoining, to the south and east, of the land identified for further investigation in the Draft Strategy for Glossodia. The land to the south of Spinks Road is subject to a rezoning application that was submitted to Council prior to the exhibition of the Draft Strategy. This application will be the subject of a separate report to Council. It is proposed to include this land (to the south of the current investigation area) in the Strategy Investigation Area for the purpose of assessment of the current rezoning application. The subject properties are as follows:

- Lot 2 DP 533402 and Lot 52 DP 1104504, 103 Spinks Road, Glossodia
- Lot 20 DP 214753, 213 Spinks Road, Glossodia
- Lot 75 DP 214752, 361 Spinks Road, Glossodia
- Lot 3 DP 230943, James Street, Glossodia
- Lot 44 DP 214755, 3 Derby Place, Glossodia
- Lot 50 DP 751637, 746A Kurmond Road, Freemans Reach
- Lots 1, 2 and 3DP 784300, 780A – 780C Kurmond Road, North Richmond

It should be noted that the inclusion of the land in the Strategy for further investigation does not guarantee that all or part of the land will be supported for further development.

The land to the east of the investigation area (88 Spinks Road) received approval for a nine lot subdivision for rural residential development in 2000. Given the restricted capacity of the existing sewer infrastructure in the locality (preventing the identification of this land for urban residential) and the size of the allotments recently approved for the site (Rural Residential), and the growth projections for the locality, it is not considered appropriate to include this land in the draft Strategy as this would result in the identification of a further over supply of land in the Glossodia locality.

Land at Ebenezer, Wilberforce and Kurrajong Hills

The land requested for inclusion in the Strategy in these localities is proposed for use as rural residential. The draft Strategy uses the criteria adopted by Council in the report dated 8 July 2008 for the preparation and identification of land for inclusion in the Strategy. In relation to rural residential development the following criteria, as stated in the 8 July 2008 report, is used:

- *minimise the fragmentation of rural land;*
- *development needs to build on existing settlements;*
 - *adjoining an existing centre or village for urban development,*
 - *within reasonable distance from centre or village for rural residential (defined by short distance, topography or physical feature),*
 - *isolated, or stand alone, residential subdivisions should not be developed further or used as justification to undertake additional similar development, as these are contrary to the Sub-Regional actions,*
- *avoid prime agricultural land (Defined by the agricultural land classification and/or the need to protect the particular purpose for which the locality is currently used.);*
- *need to promote and protect existing productive and economic activities (both rural and urban activities);*
- *minimise potential land use conflicts (i.e., not make existing conflict worse or introduce new conflicts);*
- *avoid vegetated land or land that will require significant clearing (for actual development or asset protection zones) or landform alteration (particularly to raise currently flood liable land).*

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The draft Strategy, in relation to rural residential development, on page 6/9, states the following:

*“All future low density and large lot residential development (Rural residential style development) in rural villages must:
Be able to have onsite sewerage disposal;
Cluster around or on the periphery of villages;
Cluster around villages with services that meet existing neighbourhood criteria services as a minimum (within 1km radius);
Address environmental constraints and with minimal environmental impacts; and
Within the capacity of the rural village.”*

The draft Strategy, in relation to rural residential development, has used the approach of not mapping areas for investigation but simply setting out the criteria, as shown above, that must be met. The use of criteria rather than mapping gives greater flexibility for localities and properties that may be suitable for such development. In this regard, there is no need to include or exclude specific properties from the draft Strategy.

Flood Free Land in Vineyard

The land in Vineyard is already included in a development Strategy, i.e., the North West Growth Centre. As the North West Growth Centre is a Strategy that would take precedence over the Hawkesbury Residential Land Strategy, there is no need to include this land in the latter.

Submission from University of Western Sydney

The University notes that the draft Strategy has identified some University land in Richmond for further investigation. *“The University supports flexibility for these land holdings to potentially accommodate future mixed use however, this would be on the basis that it would not impact on existing uses of the land”*. The University currently undertakes a number of projects on the land including the Hawkesbury Forestry Experiment and the Free Air CO2 Experiment which includes field research equipment on that land.

Comment

No change to the Strategy is proposed as a result of this submission.

The University land has been identified in the draft Strategy for future investigation of uses. Discussions have been held with the University regarding their plans for the campus land, including the Director City Planning being on the Steering Committee for the development of the University campus master plan.

The identification of the University land was to enable the land to be included in future planning by both the University and Council to ensure that the University land was given the flexibility required for their uses whilst ensuring that any future development of the locality did not result in land use conflicts. The land is proposed to remain in the Strategy.

Submission from Industry and Investment

A summary of the submission is as follows:

Issues:

- Agriculture:
 - Supports the focus of new residential within existing urban zoned land and areas identified via State Government strategic planning processes.
 - Cost benefits for infrastructure provision
 - Provides certainty for agricultural investors in the rural resource lands
 - Ad-hoc residential development across rural zones increases potential for land use conflict and restricts agri-business expansion.
 - Supports Sustainable development criteria G9, acknowledging that good soil is not the only criteria for agricultural land.

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- Fisheries:
 - Best design practices should be used for residential development that includes riparian buffers using native vegetation and water sensitive urban design principles.
 - Division will work with Council to ensure that land use changes from Agriculture to urban will not result in significantly reduced water quality outcomes for Hawkesbury River.
 - Strong support for Council's introduction of Water Sensitive Urban Design principles
 - Strong support for objective that there is neither increase in the volume, nor reduction in the quality of the stormwater flows from urbanisation.
 - Supports the practical and straightforward framework adopted by the strategy for assessing the sustainability of the catchment to further development.
 - Division recommends the use of Riparian Buffers (using native species)
 - The strategy currently refers to "DPI maps of significant aquatic biodiversity" and I & I NSW recommend that section be amended to refer to "maps of Key Fish Habitat and distributions of threatened species prepared by I & I NSW".
- Minerals:
 - Extractive areas should be protected. These are outside areas identified for residential development, i.e. Richmond lowlands.
 - Lowlands should be acknowledged as important rural resource lands in the Natural Environment Chapter of the Key Issues document under 4.7.1 Agricultural and Rural Land.

Comment

No change to the Strategy is proposed as a result of this submission.

The above comments from Industry and Investment are noted. The comments support the approach used in the draft Strategy and the additional comments in relation to "best practice" relate to the more detailed planning that will be undertaken for localities at the rezoning or development application stage.

The comments in relation to the Richmond lowlands are noted. However, as this strategy deals with Residential Land matters it is not proposed to insert comments about the resource lands as the lowlands are not proposed for any residential development as a result of this Strategy. These comments could be included in any rural strategy that is prepared by Council.

General issues raised in Submissions

Many of the submissions received indicated support for the Strategy in relation to:

- Agreement to the inclusion of their land in the Strategy for further investigation,
- Agree with the principles used in the Strategy including, servicing and infrastructure criteria, clustering of development around existing settlements to prevent "sprawl" and erosion of productive rural land and reduce the need for expensive extension of services and infrastructure to service rural residential development, etc,
- Agree with the importance of protecting Agriculture,
- Agree with the Sustainability criteria to be used for assessment of future development and land release proposals,
- Agree with the identification and protection of the Hawkesbury Character as indicated in the strategy,
- Agree with the further detailed investigation of localities to protect the character, heritage and amenity of each of the individual areas.
- Agree with the recommendation on page 4/16 of the Strategy that land auditing is required.

The following is a summary of other issues raised, and improvements recommended, by the submissions received with each followed by a "Comment" as to what is proposed for change in the Strategy or what other action is proposed:

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- The Strategy is “Flawed” *“in that it has been produced with blind acceptance of the NSW Department of Planning’s nomination that the Hawkesbury LGA will contain a further 5,000 dwellings to 2031”*,
- There has not been any provision for additional growth beyond the provision of 5,000 dwellings.
- *“There is no further thought on what is required within the Hawkesbury other than to blindly accept that 5,000 dwellings are to be provided by 2031.”*
- Agree with identification of University land but this land is capable of accommodating more than the planned 5,000 dwellings.

Comment

No change to the Strategy is proposed as a result of this submission.

Whilst the NSW Department of Planning’s “target” for the Hawkesbury of 5,000 dwellings by 2031 has been a consideration, there has not been “blind acceptance” of that target. The focus by these submissions on the target number of 5,000 is unwarranted as that figure was simply a target mentioned in the Northwest Subregional Strategy that needed to be confirmed or amended by the relevant Council when preparing and adopting their own residential or land use strategy.

The Hawkesbury Residential Land Strategy aims to identify land that, subject to further investigation, may be suitable for consideration for residential development. Chapter 3 - Population and Housing Needs, of the Strategy undertakes an assessment of the population forecasts and trends and considers the implications of those trends for housing provision. Based on that assessment the Strategy has indicated that there may actually be a need for approximately 6,000 dwellings.

The land identified in the Strategy for further investigation is sufficient in area to cater for these numbers and, in fact, the Strategy has identified more land than is actually required for the life of the Strategy. The additional land has been identified to account for the removal of some land that is found, after more detailed investigation, to be unsuitable for development or unable to be adequately serviced in the timeframe required. The additional land also allows for some flexibility to occur in the density provision of housing in different areas.

- Support the philosophy of developing rural residential development around existing towns and villages, but, questions the figure quoted in the draft Strategy of only 400 lots to 2031.

Comment

No change to the Strategy is proposed as a result of this submission.

The numbers referred to are estimate numbers only and are not intended to be a definitive number that cannot be varied. The philosophy and criteria developed for the location of rural residential development is the only limitation that is being proposed and, subject to the conformance with the adopted philosophy and criteria, there is no number limitation to rural residential development. However, it should be noted that the figure quoted suggests an average of approximately 20 allotments/dwellings per year which is a substantial increase in the number of rural residential dwellings to that determined by Council currently.

- There should be some flexibility provided in the Strategy to allow development outside the areas that have been shown on the investigation area plans.

Comment

No change to the Strategy is proposed as a result of this submission.

The Strategy has identified, via a desktop assessment using the adopted criteria, virtually all the suitable land available in the eastern portion of the Local Government Area (including west of the river). Whilst the Strategy states that future release land should be contained within the identified areas, or criteria, it is agreed that there may be an opportunity for a proposal that will be outside these areas. It is considered that if such an opportunity arises there are other mechanisms that could be pursued to enable that proposal to proceed. However, any such opportunity would need to be large enough to provide for substantial, long term economic benefits for the Hawkesbury to take advantage of such mechanisms and

must also comply with the sustainability criteria contained in the Strategy. The chance of this occurring is low as generally residential development does not provide long term economic benefits in the same way as employment related development affords. The existing Employment Land Strategy allows for this to occur.

- The Strategy identifies a need to plan for accommodating a changing population but does not identify that there is a need to plan for the previous decline in population and the future very limited growth projected.

Comment

No change to the Strategy is proposed as a result of this submission.

There is no doubt that there is a need for additional work required in relation to actual housing needs. However, it is considered that the purpose of the current Strategy, to identify residential land needs and potential locations for that use has been achieved. The inclusion of the sustainability matrix and criteria contained in chapter six of the Strategy identifies the service levels that different sized settlements should achieve. These criteria can also be used and applied to existing settlements to test if the settlements are meeting the minimum level of servicing. If not then the criteria can be used to identify the upgrades required before any new growth of those areas is considered.

- *"A thriving economic future for the Hawkesbury will not come about by the limited growth indicated within the Draft Strategy."* There is a need to provide at least 2% PA growth rate.
- The projected growth rate is too low.
- Whilst agreeing with the need for more medium density, questions the proportion of medium density dwellings proposed and concerned with the impact on the Hawkesbury character.
- The strategy notes the increase in demand for medium density but Council has done little to address this demand, the LEP & DCP are too restrictive and "no additional services have been lobbied for".
- Given the lead time for provision of additional services and infrastructure it is pressed that the planning for these additional services should begin now.
- Question whether the existing services are suitable for the extension areas in Wilberforce and if not then planning for these extensions should start immediately.

Comment

No change to the Strategy is proposed as a result of this submission.

The Strategy has identified, via a desktop assessment using the adopted criteria, virtually all the suitable land available in the eastern portion of the Local Government Area (including west of the river). This land is considered to be in excess of the land requirements for the life of the Strategy and some of the investigation areas have notations that acknowledge this. It is considered that the Strategy identifies enough land to cater for a significant growth rate should the infrastructure be available and the community and market wish to have such growth.

It is acknowledged that there is a need for additional work in relation to the detailed planning of individual settlements and locations in order to deal with the servicing capacity, heritage and character issues. The whole purpose of the Residential Land Strategy is to gain agreement on the preferred location for future residential development so that infrastructure planning and other detailed planning can be undertaken. There is no use doing infrastructure, or other, planning for growth etc, unless there is agreement on the preferred locations for development, i.e., adoption of the Residential Land Strategy.

- Reference documents used do not mention the Urban Lands Draft Strategy and Rural Lands Draft Strategy of the 1980's. Nor is there mention of the Our City Our Future strategic investigations of the 1990's. These have made similar recommendations as the current proposed strategy, albeit with greater population projections.

Comment

No change to the Strategy is proposed as a result of this submission.

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These documents and Policies were used when the criteria for the development of the Strategy were prepared and the "Our City Our Future" document is a current Council Policy. These criteria were adopted by Council at the meetings of 8 July 2008 and 8 December 2009. References used in the Strategy refer to those Council reports.

- Agree with the importance of Agricultural land as a constraint to urban development. However, there has not been a proper assessment of agricultural land and its uses and potential for ongoing agriculture (or any other use) since the early 1980's.

Comment

No change to the Strategy is proposed as a result of this submission.

This is agreed and, as mentioned previously, that work is beyond the brief of this Strategy work which was to identify residential land needs and potential locations to 2031. The Council report of 29 May 2007 "Preparation of Land Use Strategy for the Hawkesbury Local Government Area" identified the need for an overall Land Use Strategy but also the practical need to break down this work into manageable areas. The Council resolution agreed to the proposal in the report to undertake that work in sections, being the employment lands (adopted in December 2009), Residential Lands (current draft Strategy) and Rural Lands (to be programmed when the current strategy is finalised). Doing this work in that order was driven by the current development pressures in the employment and residential field.

- The Hawkesbury has been described as the "hole in the donut". All the adjoining LGA's have significant growth and "*none have had negative population growth over the last 10 years*". The Draft Strategy contains "core philosophy" that reads that the area is vibrant and is to experience significant growth patterns.

Comment

No change to the Strategy is proposed as a result of this submission.

The surrounding LGA's have not all experienced significant growth and in the 2006 census there have been some population losses in surrounding LGA's. It is appropriate for a Strategy, that looks forward to the next 20 years, to use language that is positive and optimistic rather than using negative language that uses past negative indicators

- The strategy indicates that future development in rural villages should be of low density and large lot dwellings. Why? "*Many of the villages are capable of containing some other forms of housing that are denser and in proximity to shops/services etc.*"

Comment

No change to the Strategy is proposed as a result of this submission.

It is true that many rural villages may be capable of more dense settlement. However, the villages that the Strategy refers to in this manner are villages that do not have the required sewer services that would service a more dense settlement. It is appropriate to restrict development in these villages until there is agreement on the provision of the necessary sewer services as, from previous experience with servicing village areas with reticulated sewer, this may be a very long time. Upon obtaining such agreements and setting timeframes for the provision of these services, the Strategy can be reviewed as appropriate. The Community Survey has also indicated that the community wish to preserve the rural character of these areas and this is also a Direction in the Community Strategic Plan. Significantly increasing density in Rural Villages would not be consistent with that sentiment.

- The Strategy discusses affordability of housing is impacted by the stock of affordable housing and housing stress for mortgage and rental markets. "*Nowhere is it indicated that a prime impact on affordable housing is the almost complete absence of new and additional housing opportunities.*"

Comment

No change to the Strategy is proposed as a result of this submission.

This comment relating to lack of supply impacting on affordability is agreed and has been discussed in relation to the reason for preparing a Residential Land Strategy to generate additional land supply, i.e. it is one of the basic reasons for preparing this strategy.

- Questions raised in relation to the maps and mapping used in the Strategy, particularly the vacant land map (page3/10) and the vegetation mapping.

Comment

No change to the Strategy is proposed as a result of this submission.

In relation to the vacant land map, it is agreed that this map is difficult to see the detail at the reproduced scale. However, the purpose of the map is to simply show the quantum of vacant/available land that was investigated and not the individual parcels. The map indicates the spatial spread of this land and it is clear from this map that there is not an abundance of vacant land that is available for residential development. Hence, due to the lack of available land for residential development the Residential Land Strategy is needed to provide the guidance for the provision of appropriate land for that purpose.

In relation to the vegetation mapping, it is agreed that some of the mapping used may not be perfect. This can be said for all the mapping used at the scale that it has been used. The 'Key Issues' chapter and constraint and opportunity mapping in the Strategy need to be viewed in the context of a strategic, long term document and not in the same manner as assessing a development application. This strategy work is undertaken, based on the best available information at the time, so that a desktop identification of the constraints and opportunities can be made to provide greater focus for the further, more detailed, investigations and environmental studies required for land release, rezoning and development. This focus will allow these more detailed investigations to be undertaken in a more cost efficient way. If these studies were to be undertaken in the absence of a Strategy there would be the need for more detailed studies to be undertaken on land that, for some other unidentified constraint, should have been excluded prior to undertaking a costly study.

- If development to north of Hawkesbury River, as per NW Subregional Strategy, is to be followed, as does the draft Residential Land Strategy, then the development of Peels Dairy at North Richmond is most appropriate. This land is the largest tract in single ownership adjoining an existing urban area. However, historical and servicing issues need to be addressed and the draft Strategy target of medium density is not appropriate for this site.
- The land identified for further investigation, particularly in North Richmond, would seem to be capable of contributing well in excess of the required number of dwellings. *"Further the area noted for investigation of additional density should be increased to at least the 800 metre town centre.... Most of the North Richmond town is within this 800 metres circle and therefore should be available for appropriate urban infill."*
- The catchment distances (800 metres) around Windsor and Richmond should be more flexible and the current LEP provision should change. Also North Richmond catchment of 400 should be at least 800, same as Windsor and Richmond, as *"North Richmond should have no less medium density housing capability than other urban areas within the Hawkesbury"*

Comment

Some changes are proposed as a result of these submissions.

This is generally agreed, subject to the area being appropriately investigated and master planned as required by the draft Residential Land Strategy.

The matter raised about medium density is an issue raised in a number of discussions during exhibition. The need for a glossary of terms is required and the term "medium Density" and "Medium Density (vertical)" needs to be defined in the context of the Hawkesbury Residential Land Strategy. It would be appropriate to separate 'medium density' in the infill and Greenfield context.

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The Strategy has identified investigation areas in excess of the requirements for the life of the strategy for three main reasons:

1. The first being that in some locations the investigation area identifies all of the area in the locality that is considered relatively constraint free, i.e. outside the area is too constrained for further investigation.
2. The second is that, for practical reasons, it is more appropriate to locate the investigation area boundary on a cadastre (property) boundary so that there is no question as to whether a property is in or out of the investigation area.
3. The third is that the over identification of the investigation area will enable a full investigation of the suitability of an area for further development to be undertaken. In this regard, all aspects of development, including buffer areas, riparian zones, open space, bushfire asset protection zones, etc, can be incorporated into this investigation area and not “spill out” of the identified investigation area.

The issue of the 400 and 800 metre zones and catchments, or any corresponding zone identified from other centres, can be amended to incorporate the bulk of an existing locality if supported. In this regard the density provisions can be extended when undertaking the structure, LEP or DCP work rather than changing the Strategy.

- The Strategy states, on page 4/43, that “*rural/residential development utilises large amounts of land and promotes a sprawled urban form.*” The submission states that “*What this fails to do is to recognise that rural/residential development can also provide a positive transition between urban and rural land*”.

Comment

No change to the Strategy is proposed as a result of this submission.

The comments made in the Draft Strategy were made in the context that if too much rural residential development is permitted, amongst other issues that this would create (such as increased cost of servicing, lack of public transport viability, increased car use and associated car parking problems this creates in nearby centres, housing affordability pressures and lack of housing choice), the development form would essentially be of an urban form but on a larger scale, i.e. road layouts (cul-de-sacs, etc) with housing fronting those roads but just larger allotments (Urban sprawl on a larger scale). The principles recommended in the Strategy for rural villages (rural residential) development do recognise the importance of this style of development and the ability of this to provide a transition between different types of development, hence, the principle of distance from centres or services.

- Agreement with the identification of Glossodia for reduction in the residential zone. However, states that “*The Glossodia future investigations map at 5.6.4 gives landowners false expectations as it is all shown as being subject to residential investigation. The map should more accurately reflect what is proposed.*”

Comment

No change to the Strategy is proposed as a result of this submission.

The map and text contained in the Draft Residential Land Strategy is considered to be clear in relation to the intention for Glossodia and the other investigation areas shown in the Strategy. The comment in the submission refers to the map itself, however, as with all the Strategy documents, a single section or parts of the document cannot be taken in isolation as all the aspects of the Strategy relate to each other. Whilst it may be convenient to get all the information onto one map, in relation to a strategy that deals with the future 20 or 30 years, such as the residential land strategy, this is not possible.

- “*I query why South Windsor should be totally removed from consideration from further urban development?*”

Comment

No change to the Strategy is proposed as a result of this submission.

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South Windsor has not been “totally removed from consideration from further urban development” as shown Figure 5.6.5 at the end of chapter 5 of the Strategy. This figure identifies the existing urban areas in Windsor and South Windsor as potentially suitable for “*Longer term opportunities to increase densities subject to resolution of flood evacuation issues.*” Council has already commenced the investigation of these issues and the draft results of this work should be available for comment in the early second half of 2011.

- Identification of land along Francis St, Richmond, whilst supported, is inconsistent with the noise criteria contained in the strategy.
- Aircraft noise restrictions seem to be too strict. Questions raised as to the desirability or need for the blanket prohibition of further development in areas higher than 20 ANEF noise exposure from the RAAF base.

Comment

Some changes are proposed as a result of this submission.

The land that this submission refers to is shown on Figure 5.6.1 as “short” and “medium term opportunities above flood level”. These areas are relatively minor portions of the allotments on the edge of the floodplain that are above the 1 in 100 year flood level. These portions were identified initially to “tidy up” the edge of the development surrounding Richmond to coincide with the edge of the floodplain.

The Australian Noise Exposure Forecasts (ANEF) classifications for different uses are contained in Australian Standard – AS2021-2000 Acoustic Aircraft Noise Intrusion – Building siting and Construction and are reproduced in Table 4.7 of the draft Strategy. In relation to residential use the Standard states the following:

Building type	ANEF Zone of Site		
	Acceptable	Conditional	Unacceptable
House, home unit, flat, caravan park.	Less than 20 ANEF	20 to 25 ANEF	Greater than 25 ANEF
Commercial building	Less than 25 ANEF	25 to 35 ANEF	Greater than 35 ANEF

The properties that have been identified for further investigation along Francis Street, Richmond are within the 25 – 30 ANEF. From the above table, this is in the unacceptable range as suggested by the Australian Standard. However, these sites need to be considered in context with the rest of Richmond.

The area within the zoned town of Richmond currently affected by the 25 – 30 ANEF is substantial, bound, approximately, from west of Chapel St to the RAAF base and all the land between Windsor Street and Francis Street. There is also some land south of Windsor Street, between Paget and Chapel Streets that is also affected by the 25 – 30 ANEF. Within this affected area the land zoning, under the provisions of the Hawkesbury LEP 1989 (LEP 1989), includes Housing, Multi-unit housing and Commercial. The conversion of the LEP 1989 to the Standard Instrument format will retain these zoning provisions.

In this situation, i.e., the minor “tidy up” of the edge of the zones for Richmond, it would seem to be inconsistent that a more restrictive provision should apply to these minor areas when the remainder of the area of Richmond affected by the ANEF is less restrictive. In this case it is considered reasonable to make minor amendments to the “blanket” noise restrictions contained in the Strategy.

In this regard the following additional comments are proposed to be included in the Strategy on page 4/38, in Section 4.6.4 Noise exposure (replacing the last paragraph):

As Figure 4.15 identifies, the area immediately surrounding Richmond from approximately McGraths Hill to North Richmond is affected by aircraft noise exposure forecast (ANEF) ranging from 20-35. In this regard the ANEF Classifications of Acceptable, Conditional and Unacceptable as shown in Table 4.7 are to be applied to applications for rezoning to release land in those areas affected by these ANEF levels. However, these levels, due to the existing zoned land in Richmond affected by this high ANEF level, should not be strictly applied to the

land identified for further investigation in Figure 5.6.1 ("Short and medium term opportunities") adjoining Richmond to the north, west and east.

Prior to the consideration of any rezoning of these properties in Richmond, development controls are to be incorporated into Council's Development Control Plan to address suitable provisions for the mitigation of noise for residential development in both the existing zoned areas and the proposed release lands. In these localities it is strongly suggested that zoning for uses other than residential be encouraged rather than provision of costly, elaborate noise mitigation measures.

The following point to be added, as a replacement to the current final point, to the "Implications for the Hawkesbury Residential Strategy" section 4.6.4:

Residential development in areas above 25 ANEF is considered unsuitable except in the vicinity of Richmond where up to 30 ANEF may be considered, conditional on appropriate noise mitigation measures being consistently applied. However, in areas where ANEF levels are above 25 the land should be more appropriately considered for non-residential uses.

- Redevelopment around the Richmond rail station should include residential development with the overriding design parameter being heritage integrity.

Comment

No change to the Strategy is proposed as a result of this submission.

This is agreed and the Draft Strategy does not prevent this.

- The Strategy should have 3, 5 and 10 year targets as well.

Comment

No change to the Strategy is proposed as a result of this submission.

It is agreed that there is a need for shorter targets. However, due to the lack of a Residential Land Strategy currently in the Hawkesbury, the limited vacant land supply and the potential 'unrealised' demand for housing development, it is difficult, if not impossible, to identify any trends in this field. It is considered that realistic short term targets could not be determined at the present time. These could be considered as part of the first review of the plan in the next five years, or following the release of the Census figures, when better estimates of the demand can be determined. However, there is scope for the setting of short term targets, via including the implementation tasks (generally set out in chapter 6 of the Strategy) in the Council's Management Plan process.

- Is there a possibility of a Housing Strategy to be developed in the near future?
- Housing Demand and supply:
 - Need for more investigation into the circumstances that drive the housing market.
- Analysis of Hawkesbury target is focused on theoretical application of demographic analysis in absence of market demand and experience.
- The Strategy acknowledges that many significant issues remain to be considered in detail that will affect Hawkesbury's ability to deliver the growth rates identified across parts of the LGA.
- Need to determine the reasons for decline of existing areas before identifying for medium density redevelopment.
- Agree that there is a decline in household occupancy rates and that there is a need for a greater range in dwelling sizes and opportunities. However, the draft Strategy does not properly acknowledge this and lacks a method for achieving these changing dwelling needs.

Comment

No change to the Strategy is proposed as a result of this submission.

These issues raised in submissions are correct in that the primary purpose of the Hawkesbury Residential Land Strategy was to identify land suitable for additional investigation and to set the criteria under which that land should be investigated.

It is agreed that there is a need for a more comprehensive analysis of the housing demand and supply. Many submissions, and discussions during the exhibition period, had raised the issue, e.g., “what we need is more rural residential development”, “everyone wants to live on larger allotments”, “no one wants to live in units, etc. However, none of these statements seem to be based on any substantive evidence. As such, it seems that these statements were simply personal preferences. In order to overcome the arguments of personal preferences for housing, a more comprehensive analysis of market demand and experience is required. However, due to the lack of a Residential Strategy currently in the Hawkesbury, the limited vacant land supply and the potential ‘unrealised’ demand for housing development, it is difficult, if not impossible, to identify any trends in this field. This work can be proposed once the direction for further development land, i.e., the adoption of the Hawkesbury residential Land Strategy, is set.

- In relation to the land identified for further investigation at North Richmond:
 - Strategy “clearly recognises the role which future development may have in addressing road infrastructure inadequacies.”
 - Strategy has only limited analysis of the flood matters. Then points out a number of these matters.

Comment

No change to the Strategy is proposed as a result of this submission.

These statements are correct.

The Strategy has set out to identify land that is suitable for further investigation, with the understanding that there is the need for a significant amount of additional work that is required prior to development proceeding. The sustainability criteria contained within the Strategy also recognises that some of the additional work can be undertaken as a result of a development proposal, e.g., rather than prior to a development being proposed.

The Strategy has identified a number of matters in relation to flooding that should be resolved by the Flood Risk Management Study and Plan or can then be further progressed after completion of that work.

- The following general comments were made in several submissions received:
 - The density proposed/projected in the Strategy are a substantial shift in the current situation in the Hawkesbury and are not backed by market analysis,
 - There seemed to be some confusion in the submissions and discussion as to the meaning of some terms used in the Strategy, particularly when referring to medium density and “medium density (vertical)”, amongst other terms,

Comment

Some changes are proposed as a result of these submissions.

The density ratio originally suggested in the draft Strategy has been removed. However, the Strategy is still based on a centres model, as resolved by Council on 8 July 2008, which has been agreed to by many submissions. Some wording changes are proposed to the Strategy to reinforce the proposal that, whilst the Strategy is proposing development based on existing centres, the Strategy does not suggest that development should occur in these centres at the total disregard of the character, heritage or capacity (infrastructure and servicing) of the existing settlement.

In relation to the density, and other, terms used in the Draft Strategy, it is proposed to include a “Glossary of Terms” to the strategy to assist in the understanding of the document and to clarify the intent of some of the statements in the document.

General comments made in relation to jobs growth etc that were not relevant to residential strategy but have been dealt with in Employment Strategy.

Issues Raised and Discussed in Meetings with ‘Hawkesbury Community Consultative Group’

Three, two hour meeting were held with a group calling themselves the “Hawkesbury Consultative Committee Group”. These meetings were informal and generally consisted of up to nine attendees plus the Director City Planning. Minutes were taken at these meetings and were then circulated to all the members. The meetings discussed a variety of matters contained in the Strategy and many of these were for clarification of the meaning and application of parts of the Strategy. The specific matters worked through during these meetings were as follows:

- *Motivation for the Strategy. Why is it being prepared?*

Comment

The group was advised that the motivation for the Strategy was the lack of a Residential Strategy in the Hawkesbury and the need for such a strategy to provide direction for such matters. The need for the preparation of such a Strategy was identified and outlined in a report to Council dated 27 May 2007 where the program and outline was adopted by Council.

The group accepted the above explanation and no change was required to the Strategy.

- *Status of the Strategy. Can the draft be changed following exhibition or in the future?*

Comment

The group were advised that the draft is placed on exhibition for comment and then, if supported by Council, it can be changed prior to adoption. The Strategy is a Council document and, subject to following the appropriate processes and Policies, the document can be reviewed and changed to accommodate changing needs. However, it is not usual, and is not good practice, to change a long term strategy regularly or in less than five years.

The group accepted the above explanation and no change was required to the Strategy.

- *Impact of the latest version of the Metropolitan Strategy*

Comment

The recent changes to the Metropolitan Strategy do not significantly impact on the draft Hawkesbury residential Land Strategy. The group accepted the above explanation and no change was required to the Strategy.

- *Preparation of Complementary Plans, being Rural/Agricultural Strategy, Commercial and Industrial Strategy, Transport Plan.*

Comment

The Group were advised that the Council report of May 2007 proposed the preparation of a Land Use Strategy for the Hawkesbury to be prepared in small, manageable task so that certain areas could be addressed earlier. Similarly the Community Strategic Plan has identified some other tasks for completion, such as an Integrated Transport Plan. In this regard the Employment Land Strategy has been adopted by Council in December 2008, the draft Residential Land Strategy has been prepared and it is intended to commence work on a rural land strategy upon completion of the current strategy, LEP conversion and the DCP review and other tasks currently underway to meet the State Government reform agenda.

The group accepted the above explanation and no change was required to the Strategy.

- Discussion surrounding numerous issues in the Strategy including;
 - Perceived inconsistency between dwelling targets and prediction tables,
 - Infrastructure provision, particularly sewer and public transport,
 - Land investigation at Vineyard and University lands,
 - Building heights, dwelling types, agricultural land and affordable housing.

ORDINARY MEETING

Meeting Date: 10 May 2011

Comment

The discussion around these issues occupied almost an entire 2 hour workshop with the group and included the following:

- The perceived inconsistencies related to the various tables within the Strategy. The principle perceived problem related to the “target of 5000 dwellings” and the Strategy calculation relating to 5,932 - 6,000 dwellings. As the tables relate to prediction models there are errors in rounding but also a calculation may achieve an exact figure, but as it is a prediction these figures are usually rounded.
- Clarification in relation to the Sustainability Matrix – The infrastructure requirements for settlement types are essentially the requirements for future development, i.e., development is not supported unless the required level of infrastructure is provided progressively with or before the development proceeds.
- General discussion about the inclusion of University land and the situation of Vineyard being included in the Growth Centre Strategic planning rather than Council’s.
- Clarification as to how building heights, dwelling types etc are addressed as they are not dealt with in the Strategy. (These are dealt with in the next phase of detailed planning including the Structure planning, LEP and DCP preparation for the localities).
- Agricultural land to be addressed via a separate Rural Land Strategy.

The group accepted the above explanations and no change was required to the Strategy.

- *How can Council justify additional development in centres, particularly in North Richmond, Glossodia and Wilberforce, when the infrastructure and services are inadequate for the existing development?*

Comment

This was the subject of significant discussion and clarification. There seemed to be a perception that additional development would be allowed in these localities without the provision of additional infrastructure and services. This is not correct.

The Strategy sets out the required services for typical settlement types, i.e., neighbourhood centre, village, town, etc. The Strategy requires that if additional development is proposed in these settlements then the infrastructure and service levels set in the Strategy must be provided either prior to development or staged as development proceeds. Similarly if an existing locality is not currently up to the standards identified in the Strategy then the “gap” can be identified and planned for upgrading as resources permit. (Note: This may not be able to be provided by an individual development proposal and may need to be provided via other means.) However, if development is proposed in an area with an infrastructure “gap” then appropriate arrangements need to be made (not necessarily only by the developer) for the gap to be addressed.

The group accepted the above explanation and no change was required to the Strategy.

- *If the target is quoted as “5,000 dwellings over 25 years” from 2004, how many have already been developed and what remains?*

Comment

Between January 2004 and October 2010 a total of 521 dwellings were approved by Council. This equated to an average of 76 dwellings per year. To achieve 5,000 dwellings over 25 years the figure would need to be 200 per year. However, this growth rate is a “planned” rate, i.e., the planning is proposed to be in place, and the actual rate of growth will essentially be driven by the market.

The group accepted the above explanation and no change was required to the Strategy.

- On page 2/1, Section 2.3 last paragraph should add “in consultation and expectations of the Community” in relation to the preparation of the Strategy.

Comment

It was explained that the Strategy is written in preparation for adoption. The exhibition period, 4 months and including the current workshops, was the consultation that was being required. No change was required.

- On page 2/2, Section 2.7 – Sustainable Development. *“How long will it take to provide the requirements set out in 2.7?”*

Comment

Section 2.7 discusses sustainability indicators and outcomes. The implementation of these matters will take time as development proceeds, i.e., the life of the Strategy. Chapter six of the Strategy proposes a broad range of tasks to implement over time, via a range of strategies, plans and general Council operations, to work towards those outcomes.

The group accepted the above explanation and no change was required to the Strategy.

- On page 2/3, Section 2.8, Third paragraph “Residential Strategy will seek to”. *“Seek to should be deleted for obvious reasons”*

Comment

A strategy, as it is predicting a “desired future” should not use terms that are as specific as proposed by the group as in this section it is setting out desired outcomes of other proposed actions. The group agreed with the proposal to change the word “seek” to “aims”.

- On page 3/2, final paragraph. *Skill sets should be what the economy wants rather than what is existing.*

Comment

Group agreed to insert the words “and training” at the end of the paragraph.

- On page 3/12, Section 3.4.4 states “good access to existing services ...infrastructure”. *“I do not believe these essentials are available currently”.*

Comment

This statement was discussed in the context of the rest of Section 3.4.4. In this regard the statement is *“The majority of future dwellings will be located in existing urban areas where there is good access to existing services, facilities and infrastructure.”* The intent of this statement is that unless there is provision for an upgrade to these facilities to meet this requirement, the development would not be supported, i.e., the development would need to upgrade the services to meet the increase in demand generated by the development.

The group agreed that there is no need for a change to this section.

- Page 4/6, “Implications for Hawkesbury”. *“Who is to carry out the detailed site specific studies” Should the body responsible be inserted?*
- Page 4/30, Section 4.4.2 Implications for strategy. *When and who will carry out “Detailed investigations”?*

Comment

In these cases the responsibility varies depending on the situation. Generally if a proponent wishes to proceed with a development prior to any additional investigation being done, then they undertake the work and it is reviewed by Council. In other cases the responsibility may be with the landowner. If Council wants to promote a particular area as a priority then Council may undertake the work subject to the resources being available. The group accepted this explanation and no changes required in regards to the nomination of the responsible body.

- Page 4/12, “Implications for Hawkesbury”. *“Who is to prepare the “Flood Risk Management Plan”?*

Comment

Explanation given to group that Council had previously resolved to prepare this Plan and work had commenced. Explanation accepted by the group.

Page 4/16, Section 4.1.7 last point in "Implications for the Hawkesbury residential Strategy" *"after required" add urgently*.

Comment

After discussion the group agreed to add the following words:

"...in the short term before further erosion of this important resource."

- Page 4/20, Section 4.2.2. How are the jobs defined, *"In accordance with the job definition of 1 hour in the week surveyed?"*

Comment

Following discussion regarding this matter the group agree the use the standard definition for jobs as used by the Australian Bureau of Statistics (ABS) will be used as this provides reliable data that can be repeated, used and measured.

- Page 4/22, Section 4.3.1. Question regarding train timetables.

Comment

Upon review and agreed by the group the last part of the last paragraph *"during peak hour and an hourly service for all stops during off-peak times."* be deleted.

- Page 4/22, Section 4.3.2 *"final paragraph add after Authority "and community groups"*.

Comment

This paragraph refers to the technical review of traffic and road capacities. It is not appropriate for community groups to be involved in a technical review of this kind. This was discussed with the group and it was agreed to not amend this paragraph as there is opportunity for community groups to have input into the review of the Strategy when required.

- Page 4/26, Section 4.3.6 Implications for strategy. *"Most of the implications do not apply at North Richmond, Wilberforce or Glossodia now. How is this going to be overcome?"*

Comment

It is understood that these matters do not apply in these localities at present. It is not reasonable to expect that an existing area can grow or change without an equivalent change to infrastructure and services. The intent of this section is to identify the infrastructure and services that would be needed so that the necessary planning and infrastructure and service provision program can be put in place prior to any further development occurring.

This explanation accepted by the group and no changes required.

- Page 4/33, Table 4.6. Questions in relation to the hospital bed numbers.

Comment

This table needs to be completed in relation to current provision of hospital beds and aged care facilities and will be inserted into the document when all the other recommended changes are made.

- On Page 4/34, Section 4.5.1, Determination of Community needs, who is going to do this and when is it to be done?

Comment

The Community Strategic Plan has identified the need to consult with the community to define the character of the Hawkesbury. This work is scheduled in the Management Plan for 2011/2012 financial year. This work, combined with land release investigations, will also contribute to the determination of community needs as these needs will vary from locality to locality. The Strategy deals with the tasks for this work on page 6/18.

The group accepted the above explanation and no change was required to the Strategy.

- On page 4/36, Implications for the Hawkesbury Residential Strategy. Progress report on this *matter* (investigation and upgrade of infrastructure) should be on every Council meeting agenda for the Community to gauge the progress.

Comment

This was discussed with the group and the Integrated Planning and Reporting framework and other reporting requirements for Councils were explained. It was suggested that a report on these matters was not required on every agenda as the existing reporting regime for these matters will provide an update at least every 6 – 12 months. There is also the opportunity for a report to be sent to Council as required outside these timeframes.

The group accepted the above explanation and no change was required to the Strategy.

- On page 4/42 there are comments regarding the preservation of “prime Agricultural” land. “*Prime*” should be defined and there is an urgent need to develop a rural land strategy to identify and preserve such land.

Comment

This matter of “prime” or “high quality” agricultural land was the subject of lengthy discussion at the group meetings. It was agreed by the group to remove these terms such as “prime” and “High Quality” when referring to this land. The reason for this is that there are a range of agricultural activities that have a broad range of needs. These needs are not always reliant on “prime” or “high quality” land or soils to produce their products. In these cases there needs to be a range of factors for consideration when undertaking investigations into agricultural use of land.

During the preparation of the Glossary of Terms (Copy attached to this report) it was considered more appropriate to define these terms as one rather than delete the words “Prime” and “High Quality” when referring to agricultural land. The reason for this was that it is generally accepted to refer to agricultural land as “prime” or “high Quality” and by leaving these terms in the Strategy it would assist in the understanding of the document. The combined definition of these terms allows the assessment of the land to consider more than just the soil classification and will enable all relevant considerations of agricultural uses to be considered.

- On page 4/42, Section 4.8.3 Environmentally Responsive Design, second paragraph, last sentence, “*on-site retention and recycling ... of water*”. Will this save every dam on Peel’s paddocks at North Richmond? This is a good example of “site retention and recycling”.

Comment

The comment in the Strategy refers to stormwater reuse and water sensitive urban design principles to be applied to future development. Whilst the Peels paddock dams are a good example of water recycling, they have been constructed to recycle water for a particular land use, i.e., dairy or grazing agricultural uses. If the land use changes (not proposed by the Strategy but identified for investigation) the water recycling measures would need to change for the changed land use, i.e., the appropriate solution for a farming land use is not generally suitable for an urban or other residential land use.

This explanation was discussed by the group and the explanation was accepted.

- On page 4/44, final point on that page, delete the word “encourage”

Comment

The point referred to in the Strategy currently states the following:

Subdivision controls should encourage/require lot design/layouts that provide that allotment layout that will facilitate more sustainable dwelling design/siting.

The meaning of this was discussed with the group. The reason for using the word “encourage” is that there are some sustainability controls, e.g., BASIX, that are set by the State Government and presently Council cannot require controls above those standards. As such the group agreed to change this section to the following:

*Subdivision controls should encourage/require lot design/layouts that provide ~~that an~~ allotment layout that will facilitate more sustainable dwelling design/siting **and development would be encouraged to design beyond the minimum requirements.***

It should also be noted that this section of the Strategy is proposing principles for a secondary issue to the strategy, i.e., sustainable dwelling design, which would be used in the development of dwelling design codes for any new release areas. These Codes could vary for each area (to retain character or fit with heritage considerations) and can then be included in the Development Control Plan.

- On page 4/45, Section 4.8.8. Delete the words “Generally be 3 – 6 Storeys” and insert “generally be 2 Storeys”.

Comment

This section is, like the above comment, proposing principles for the secondary issue to the Strategy, being preparation of more detailed controls for sustainable dwelling design. This part of the Strategy proposes generic principles for low, medium and high density development. These three categories are mentioned for the sake of being complete rather than being a requirement in the Strategy.

It was suggested in the discussion at the group meetings that to be describing “high density” development and limiting it to two storeys, in this context, did not make sense. It was discussed and agreed by the group that on the last line in the first paragraph of Section 4.8.8 (page 4/45) the words “generally be 3 – 6 storeys” be removed completely. This will allow the principles proposed in the strategy to be applied in different localities in the most appropriate manner. The matter of building heights, lot sizes etc, are not a matter for a strategy to define but will be matters that are addressed in the detailed planning for any future areas. As such, it is recommended that all references to number of storeys in a building be removed from the Strategy.

The group accepted the above explanation and the changes to remove the reference to building heights in the Strategy will be made.

- On page 4/45, Section 4.8.8, Key Principles. The strategy makes comments about attached dwellings facing the road and to “minimise site coverage to allow stormwater to infiltrate”. “Would you explain as most attached dwellings currently do not face the road” and “The attached dwellings I have seen, seemed to be dwellings and concrete.”

Comment

After some discussion at the group meetings and explanation of the Strategy by the Director City Planning, it was clear that the above comments (admitted by author of comments) that there was a misunderstanding of the language and tense used in the Strategy.

The Strategy is written in positive terms and written in future tense, i.e., the comments are written for future development and not referring to existing or current development in this instance. Current development and trends are considered in the earlier chapters of the Strategy where population and demographic analysis (Chapter 3) is undertaken as well as the key issue analysis (most of Chapter 4). Chapter 5 is the opportunity and constraint analysis section where there is discussion as to the constraints and what should be considered to enable opportunities to be explored. Chapter 6 contains the sustainability matrix and sustainability actions that should be followed to ensure appropriate development occurs.

Following this discussion the group had a better understanding of the terms used and were satisfied with the explanation. No change to the Strategy was required.

- On page 6/2, Table 6.1. What does the “m” stand for and if it is metres where did these figures come from?

Comment

Table 6.1 contains a hierarchy of Centres in the Hawkesbury based on the terms and criteria used in the North West Subregional Strategy. The “m” stands for metres and the catchment distances are the same distances used in the North West Subregional Strategy. These terms were used to ensure some consistency between the relevant State and Local strategies. These figures are a general standard used in similar documents and are based on walking distance catchments. However, it is not intended that these catchment distances be “hard and fast” rules that cannot be varied. It is always the case that a town, village or neighbourhood centre is not exactly round and the catchment varies in size and shape depending on topography and the like. The terms are used for consistency to enable categorising the settlement into the sustainability matrix in Chapter six of the Strategy.

The group accepted the above explanation and no change was required to the Strategy.

- *“At page 6/3, Section 6.4 at Public Transport and Access point 4, Transport infrastructure is available.... Urban development”. “or scheduled” needs to be absolutely watertight. As you are aware too many commitments are abandoned by the stroke of a pen.”*

Comment

This comment refers to the Sustainability Matrix (Chapter 6) requirement to address certain matters as part of any land release or future development. In this case the comment refers to the following comment:

“Transport infrastructure is available or scheduled to be provided in a timely and efficient way to service future urban development.”

The above sustainability criteria are one of many (see section 6.4 in Strategy) that will apply to new development. These criteria will apply to all areas identified in the Strategy, and as the detailed investigation and planning for each of those areas will differ to cater for the unique circumstances in each of those areas, the wording of the criteria cannot be “watertight” in the same sense as if it referred to a particular, individual development application.

The discussion at the group meeting came to this understanding and did not require any change to this section. The understanding was that these matters are more appropriately addressed at the DA stage.

- The following submission was received from a representative of the ABRAG (Agnes Banks Residents Action Group Inc.):

“In view of this being our apparent last meeting tonight to consider this strategy, I thought I should put in writing the formal rejection of the Draft Strategy on behalf of ABRAG (Agnes Banks Residents Action Group Inc.) and Agnes Banks residents due to the failure of the report to address our concerns on the omission of any particular reference to Agnes Banks in this strategy.

Our concern is that this omission will not protect Agnes Banks from unreasonable development within it's area, given the problems already experienced on this occasion with the Hawkesbury Gas DA, and subsequent problems caused by the failure of the occupants to comply with the provisions of the DA.”

Comment

This submission was received in the afternoon prior to the last meeting with the “Hawkesbury Community Consultative Group”. The submission was discussed with the representative from the ABRAG prior to the meeting and also with the group as a whole.

ORDINARY MEETING

Meeting Date: 10 May 2011

The principle concerns of the ABRAG related to the Strategy not specifically mentioning Agnes Banks which made the group feel that the locality had been forgotten. The second concern related to the residents concern that this apparent exclusion of the locality in the Strategy would result in “unreasonable development” (This concern originated from issues about a matter unrelated to the Strategy, being a past development application for Hawkesbury Gas).

In relation to the first concern that there was a perceived exclusion of the locality, the Director City Planning explained the provisions of the Strategy in relation to Agnes Banks. The Strategy has identified all the flood free land around Agnes Banks for further investigation. This can be seen in Figure 5.6.1 Richmond Future Investigation Areas. The existing parts of Agnes Banks that is currently zoned “Housing” under the provisions of the Hawkesbury LEP 1989 has not been included for investigation as it is already zoned for urban purposes.

The second concern related to development in the existing area zoned for housing. The Strategy does not undertake the detailed planning of existing or proposed development areas. However, the Strategy has identified design and development principles to be used as part of that detailed planning as well as identifying tasks for the implementation of the Strategy (See Chapter 6 of the Strategy).

Following this explanation and discussion with the ABRAG representative and the rest of the group it was understood by the Director City Planning that the submitted objection was no longer relevant. The concerns about development within and surrounding Agnes Banks can be addressed via more detailed Structure planning should the investigation areas be supported in the Strategy.

Summary of changes to the Draft Residential Land Strategy

The following table is a summary of the proposed changes to the Draft Strategy following public exhibition. There are some relatively minor wording changes that have been described in the main body of this report and are not specifically nominated in the following table. These minor changes and the more substantial changes that are being proposed in this report will be made to the document following Council adopting those changes.

Proposed Change to Strategy	To be added to the Document
Include area to the south of Spinks Road, Glossodia being the following properties: <ul style="list-style-type: none">• Lot 2 DP 533402 and Lot 52 DP 1104504, 103 Spinks Road, Glossodia• Lot 20 DP 214753, 213 Spinks Road, Glossodia• Lot 75 DP 214752, 361 Spinks Road, Glossodia• Lot 3 DP 230943, James Street, Glossodia• Lot 44 DP 214755, 3 Derby Place, Glossodia• Lot 50 DP 751637, 746A Kurmond Road, Freemans Reach• Lots 1, 2 and 3DP 784300, 780A – 780C Kurmond Road, North Richmond	✓
Glossary of Terms (Attached to this report)	✓
Change to the wording in relation to ANEF controls (Page 4/38)	✓
Some wording changes were made to the Strategy to reinforce the proposal that, whilst the Strategy is proposing development based on existing centres, the Strategy does not suggest that development should occur in these centres at the total disregard of the character, heritage or capacity (infrastructure and servicing) of the existing settlement.	✓
General and minor wording changes as set out in the “Issues Raised and Discussed in Meetings with ‘Hawkesbury Community Consultative Group’” section.	✓
Removal of all references to building heights in the Strategy.	✓
Include a more comprehensive Table of Contents	✓

Conformance to Community Strategic Plan

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

- Be a place where we value, protect and enhance the historical, social, cultural and environmental character of Hawkesbury's towns, villages and rural landscapes.
- Offer residents a choice of housing options that meets their needs whilst being sympathetic to the qualities of the Hawkesbury.
- Population growth is matched with the provision of infrastructure and is sympathetic to the rural, environmental, heritage values and character of the Hawkesbury.
- Have development on both sides of the river supported by appropriate physical and community infrastructure.
- Have future residential and commercial development designed and planned to minimise impacts on local transport systems allowing easy access to main metropolitan gateways

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

- Prepare residential land strategy.
- Identify community needs, establish benchmarks, plan to deliver and advocate for required services and facilities.

The Residential Land Strategy, apart from being a specific strategy within the Community Strategic Plan, is also a document that will provide guidance for the achievement of a number of other strategies, e.g. *Create a sustainable land use strategy that protects environmentally sensitive lands, Facilitate the integration of a transport network*, and goals, e.g. *Accommodate at least 5,000 new dwellings to provide a range of housing options (including rural residential) for diverse population groups whilst minimising environmental footprint, People are living more sustainably, Council demonstrate leadership by implementing sustainability principles*, contained in the Community Strategic Plan.

The proposed implementation timeframe for this matter, as specified in the CSP Milestones is 2010.

Financial Implications

The preparation and exhibition of the Residential Land Strategy has been provided for in Component 43 – City Planning, Consultancy, of the 2010/2011 Adopted Budget. The project has progressed within the adopted budget and the additional work required as recommended in this report following public exhibition can be undertaken within the remaining budget allocation for this matter.

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: 10 May 2011

RECOMMENDATION:

That Council:

1. Adopt the changes proposed to the Hawkesbury Residential Land Strategy following public exhibition as detailed in the report.
2. Adopt the amended Hawkesbury Residential Land Strategy.

ATTACHMENTS:

- AT - 1** Glossary of Terms to be included in the Hawkesbury Residential Land Strategy
AT - 2 Exhibited Draft Hawkesbury Residential Land Strategy (*Distributed under Separate Cover*)

AT - 1 Glossary of Terms to be included in the Hawkesbury Residential Land Strategy

Glossary of Terms

ABS

Australian Bureau of Statistics

ANEF

Australian Noise Exposure Forecast. These forecasts are shown on a map showing noise contours based on the operations of an airport. These forecasts are referred to in Australian Standard – AS2021-2000 Acoustic Aircraft Noise Intrusion – Building siting and Construction.

Centres Hierarchy

Term used to classify different centre types into an order of size, i.e., Strategic Centre (Global Sydney, Regional Centre (Penrith), Specialised Centre (Norwest) and Major Centre (Castle Hill or Blacktown) and Local Centres (Town, village, small village and neighbourhood centres.)

Character

The aggregate of qualities that distinguishes one locality or settlement from another. This is a subjective matter and will vary from locality to locality.

DCP

Development Control Plan. Supplements the LEP by providing more detailed planning controls that apply to various land uses in different zones.

DECCW

Department of Climate Change and Water

DPI

Department of Primary Industry

Employment Land Strategy

Hawkesbury Employment Land Strategy, adopted by Council in December 2008.

Flood Prone Land

Land susceptible to flooding by the Probable Maximum Flood (PMF). Flood Prone Land is synonymous with flood liable land.

Flood Risk Management Plan

A management plan developed in accordance with the principles and guidelines in the “*Floodplain Development Manual*”. This plan usually includes both written and diagrammatic information describing how particular areas of flood prone land are to be used and managed to achieve defined objectives.

Future Investigation Areas

Localities identified from the Constraint Severity Index (CSI) mapping that have a high opportunity for future development. These areas need further investigation to determine the locality's ability to support additional or new housing development. The principle future investigation areas are identified in Section 5.6 of the Strategy and include Richmond, North Richmond, Windsor, Wilberforce and Glossodia

Heritage

In relation to the Residential Land Strategy heritage refers to State and Locally listed items, areas or landscapes. Heritage can also be considered in relation to character and heritage listed and non-listed items can contribute to the overall character and amenity of the locality.

I & I

NSW Department of Industry and Investment (Former Department of Primary Industry)

Infrastructure

Generic term used to describe the services and facilities that are required for development to take place. In its broadest terms this will include, Roads, Water, Sewer, Electricity, Telecommunications, Open Space, Parks, Community Facilities (Community Halls, etc), shops, and any other services that are required for the developed community.

LEP

Local Environmental Plan. This Plan is the principle planning document for a Local Council which defines the location and contents of land use zones and controls. This Plan is prepared by the Council but is finalised by the Minister for Planning when it is published in the Government Gazette.

Low Density

Low density development is typically characterised by single dwellings located on a single allotment. This type of development is usually a density of less than 10 dwellings per hectare.

Medium Density (Greenfield)

Greenfield development is the development of land that is currently not developed for urban purposes. In relation to this Strategy Medium Density (Greenfield) is development of vacant land adjoining existing centres, such as North Richmond or Wilberforce. This type of development provides an important smaller housing format suited to the increasing number of smaller households such as couples without children, lone person households and options for older people. This type of development is usually a density of up to 20 dwellings per hectare.

Medium Density (Infill)

Infill development is development of vacant land, or the redevelopment of land, within existing centres. In this regard it is the development, or redevelopment, of land already zoned for such a purpose. Medium Density (Infill) development has the same characteristics as Medium Density (Greenfield) except that it usually replaces existing older housing stock at a higher density, usually up to 20-25 dwellings per hectare. This type of development is often referred to as "Townhouses, villas and flats".

Medium Density (Vertical)

This description applies to "flats, home units and apartments" of a height broadly consistent with existing and approved development in Richmond and Windsor. This development type will usually be located in "infill" development areas and has a density up to 25-30 dwellings per hectare.

Neighbourhood Centre

Generally a centre containing one or a small cluster of shops and services. Generally contains between 150 and 900 dwellings. Current examples of Neighbourhood centres in the Hawkesbury include Glossodia, Hobartville, Kurmond, Kurrajong, Pitt Town, and Wilberforce.

Prime or High Quality Agricultural Land

General term for describing land that is more suitable for agricultural land uses. Whilst these terms usually relate to soil classification (soils more suited to agriculture) these terms when used in the Residential Land Strategy refer to the land characteristics in general and are not solely reliant on soil types. In this regard the terms are also used where location, surrounding land uses or other relevant characteristics make land more suited to agricultural or aquaculture pursuits.

Probable Maximum Flood

The Probable Maximum Flood (PMF) is the largest flood that could conceivably occur at a particular location. The PMF defines the extent of flood prone land, that is, the floodplain.

Rural Residential

This development type is low density; large lot residential development located surrounding rural villages and within rural zoned land where the predominant land use is residential. The density of this development is approximately 1 dwelling per hectare.

Short, Medium and Long term

Short term refers to a time period of approximately 5 years,
Medium term refers to a time period of approximately 5 - 10 years,
Long term refers to a time period in excess of 10 years.

Structure Plan

A plan to develop the overall concept of an area, locality or settlement. The Structure Plan will outline the general concepts and parameters for future development to enable the preparation of more detailed development control plans for future development. A Structure Plan is usually developed for an area following the completion of a Strategy and prior to the preparation of a Development Control Plan or assessment of a Development Application.

Sustainability Matrix

A tool to assist in the establishment of minimum levels of services and facilities for a particular centre type. The matrix nominates the character and level of service provision in terms of numbers of dwellings, type of retail and employment, infrastructure requirements, public transport provision and level of community service.

Town

A settlement of generally one or two supermarkets, community facilities, medical centre, schools, etc. Generally contains approximately 4,500 to 9,000 dwellings. Examples of Town Centres in the Hawkesbury are Windsor and Richmond.

Urban Land

Any land zoned for urban purposes, such as residential or commercial land uses, and excludes any land that is zoned for any rural or environment protection purpose.

ORDINARY MEETING

Meeting Date: 10 May 2011

Village

A settlement with a strip of shops and surrounding residential area within a 5 to 10 minute walk containing generally one supermarket, takeaway food shops, hairdresser, etc. Generally contains approximately 2,100 to 5,500 dwellings. An example of a Village Centre in the Hawkesbury is North Richmond.

oooO END OF REPORT Oooo

INFRASTRUCTURE SERVICES

Item: 90 **IS - Parks Generic Plans of Management - (95495, 79354)**

Previous Item: 21, Ordinary (15 February 2011)

REPORT:

Executive Summary

Four draft Generic Plans of Management have been developed and placed on public exhibition in accordance with the Local Government Act 1993. The plans address management issues and strategies for parks and reserves that fall into the categories of Natural Area, Sportsground, Park and General Community Use.

The report recommends Council to consider declaring certain parks and reserves as being of cultural significance. If a reserve is declared by Council to be Culturally Significant, an individual plan of management is required for the reserve to ensure appropriate protection of the item(s) of significance.

It is recommended that the draft plans of management be adopted and that the parks and reserves in Attachment 2 be declared as being of Cultural Significance.

Consultation

The plans have been publicly advertised in accordance with the Local Government Act 1993, and a public hearing was held to allow community members to discuss and raise issues in connection to the draft Generic Plans of Management and the proposed categories for each parcel of land. No further consultation is required.

Background

Following the development of four draft Generic Plans of Management, Council at its meeting of 15 February 2011 resolved:

"That:

- 1. The categorisation of each parcel of land as identified in Attachment 1 be endorsed for the purpose of public consultation*
- 2. The parks identified in Attachment 2 be supported as being of cultural significance.*
- 3. The draft generic plans of management be amended to reflect the categories identified in 1 and 2 above and placed on public exhibition for a minimum of 28 days, with submissions to be received within 42 days of advertising."*

The generic plans were advertised from the 23 February to the 5 April 2011 and a public meeting was held on 8 March 2011.

Two changes were made to the categorisation of Community Land throughout the consultation period. The changes were made prior to the Public Hearing and were presented at this meeting. No objections were raised at the public hearing in relation to these amendments or subsequent to the publication of the public hearing report.

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The changes were:

- Bilpin Oval – modification of the boundaries of the park that Council is responsible for managing. There is no change to the categorisation of land within the new boundary.
- McMahon Park – the category General Community Use has been added to cover the area now occupied by the relatively recent Community Centre and the new sporting storage facilities.

Thirteen comments were received in response to the generic plans of management and have been taken into consideration and changes made where appropriate (see table following).

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Customer	Park	Summary of Submission	Staff Response	Staff recommendation
Internal – Executive Manager Community Partnerships	Park 147 - Pound Paddock	Request that the northern end of the park which sits above the 1 in 100 year flood level, be categorised as General Community Use to provide for future human service needs. There are currently limited land parcels in the Richmond area, owned by Council, that could accommodate a community facility.	This submission was received after the community land categorisation public hearing and as such, any proposed changes to the categorisation of land would require another public hearing. It would be more appropriate to undertake the re-categorisation when there is an actual proposal for the site and the proposed land use would change. Currently the land is categorised as Sportsground as this is the major usage of the land.	No re-categorisation of land be undertaken at this stage.
Internal – Community Safety Coordinator		Information provided re terminology for designing out crime		Terminology incorporated
Department of Environment, Climate Change and Water	Aboriginal Cultural Significance	Response re request for submission about Aboriginal Significance of Parks and Reserves. The letter referred Council to the Aboriginal Heritage Information Management System (AHIMS) maintained by DECCW and provided contact details of local aboriginal groups	The 12 Parks identified by Staff with potential Aboriginal Significance have been checked against the AHIMS Register. Four (4) of the parks have Aboriginal Sites recorded in or near them. There are no declared Aboriginal Places within the Hawkesbury.	Further investigation is required to confirm the items of significance within the Parks.
Darug Aboriginal Landcare Incorporated	Aboriginal Cultural Significance – Charles Kemp Reserve	Submission re significance of this reserve.		Recommend categorising this park as being of Cultural Significance
Resident		Submission re need for a place to legally ride dirt bikes	Council will be developing a recreation strategy for the Hawkesbury. This will be considered as part of that Plan	Consider when developing the Hawkesbury Recreation Strategy – no further action at this time
Resident	McMahon Park	Confirmation that this reserve is of Cultural Significance and should be categorised as such. Also suggestion for Naming the reserve	This reserve has a name already. However, the narrow reserve on the opposite side of the creek is currently unnamed.	Recommend category of Cultural Significance
Resident	Matheson Park	Confirmation that this reserve is of Cultural Significance and should be categorised as such		Recommend category of Cultural Significance
Hawkesbury Sports Council	Sportsgrounds	Minor changes to wording within the plan	Changes made where considered appropriate	Changes incorporated where appropriate.
DECCW - National Parks Division	Bilpin Oval	Endorsement of Bilpin Oval to be covered by the Generic Plans of Management and agreement with the categories assigned to the land.		No further action required

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Customer	Park	Summary of Submission	Staff Response	Staff recommendation
Hawkesbury Environment Network Inc (HEN)		HEN Inc believe it is important that all bushland on land owned by Council should have the same protection as bushland on Community Land – ie not be sold and alienated from the Community. Reference was made to bushland at 139 Colonial Drive.	A response was sent to HEN Inc clarifying the Definition of Community and Operational Land.	The plans have been updated to incorporate the definition of Operational Land and an explanation about land owned by Council needing to be classified as either community or operational land.
Charles Kemp Reserve Bushcare Group (CKBG)	Charles Kemp Reserve	The C.K.B.G. have expressed their concern about various management issues within the reserve, particularly entry of unauthorised vehicles. They are disappointed that Council has not allocated funds to undertake actions as proposed in the site specific management plan for the Reserve.	There is a site specific Management Plan for this Reserve and therefore is not covered by the Generic Plans of Management for Community Lands. The action table within the Plans was referred to in the letter to further their point about appropriate management actions that Council should be actively pursuing. Fencing will be provided in the near future to restrict unauthorised access by vehicles.	No amendments have been made to the Generic Plans. Recommended that this submission be considered when the site specific plan of management for Charles Kemp Reserve is updated.
Darug Custodian Aboriginal Corporation (DCAC)	All	A preliminary desktop study was undertaken in conjunction with Darug Aboriginal Cultural Heritage Assessments. They have identified sites with high and low potential for Darug sites. Many of the high potential sites have existing records. There is a high need for a more thorough investigation of parks and reserves and their history documented. A site survey of Charles Kemp Reserve confirms the existence of an Aboriginal Site, with Artefacts found in various places.	It is important for all Council's Parks and Reserves to be assessed for items of Aboriginal Cultural Heritage and history. This is necessary for the protection of the items and would assist greatly with the understanding and promotion of Darug Cultural Heritage within the Hawkesbury.	Seek funding to investigate cultural heritage of all parks and reserves in the Hawkesbury. Grant funding may be available from DECCW. Recommend to Council that the parks with registered sites be declared Culturally Significant. To declare additional areas as further evidence is documented / recorded.
Darug Aboriginal Cultural Heritage Assessments	All	Confirmation that a desktop study has been undertaken with D.C.A.C. and to refer to their submission as a joint submission	As above	As Above

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Some minor changes have been made to the Plans following Public Exhibition. Changes were mainly rewording to better clarify statements or to add positions/organisations to the responsibility column in the Action Plans.

Cultural Significance

Following the feed back in relation to the Generic plans, two new parks have been added to the list of parks and reserves that are believed to be of cultural significance or contain items that may be of cultural interest. These are: Charles Kemp Reserve, Ebenezer and Streeton Lookout, Freemans Reach.

Should Council declare community land culturally significant, it is required to prepare a site specific plan of management for that parcel and the land must be categorised as such. This is not required where Crown land is recognised as being of cultural significance, however these lands have been included in the list because of the need to recognise and preserve the significance of these parks.

The full list of parks are attached as Appendix 2 and it is recommended that these parks be declared culturally significant.

Changes to the Schedule of lands

There were some data entry errors in the schedule – these have been fixed to reflect the correct categories as shown in the maps.

It is recommended that the amended Generic Plans of Management be adopted.

Conformance to Community Strategic Plan

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

- Be a place where we value, protect and enhance the historical, social, cultural and environmental character of Hawkesbury's towns, villages and rural landscapes

Financial Implications

Parks and Reserves declared Culturally Significant will require specific Plans of Management to be completed to ensure the proper protection of the items of significance. Expert consultation will be required in each instance, and it is proposed to develop these as funding becomes available.

RECOMMENDATION:

That the:

1. Categorisation of each parcel of land identified within the Plans of Management be adopted.
2. Parks identified in Attachment 2 be declared as being of cultural significance, and individual Plans of Management be developed for these parks/reserves as funding becomes available.
3. Generic Plans of Management be adopted.

ATTACHMENTS:

AT - 1 Proposed Parks and Reserves to be declared Culturally Significant *(to be distributed under separate cover)*

AT – 2 Generic Plans of Management – Natural Areas *(to be distributed under separate cover)*

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- AT – 3** Generic Plans of Management – General Community Use *(to be distributed under separate cover)*
- AT – 4** Generic Plans of Management – Parks *(to be distributed under separate cover)*
- AT – 5** Generic Plans of Management – Sportsground *(to be distributed under separate cover)*
- AT – 6** Generic Plans of Management – Appendix 1 – Schedule of Lands *(to be distributed under separate cover)*
- AT – 7** Generic Plans of Management – Appendix 2 – Community Land Category Maps *(to be distributed under separate cover)*
- AT – 8** Generic Plans of Management – Appendix 3 – Leases, Licences and Other Estates *(to be distributed under separate cover)*
- AT – 9** Generic Plans of Management – Appendix 4 – Documents relating to the management of specific Parks and Reserves *(to be distributed under separate cover)*

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 10 May 2011

Item: 91 **IS - Dog Off-Leash Areas - (79354)**

Previous Item: NM1, Ordinary (14 September 2010)

REPORT:

Executive Summary

This report is to outline possible dog off-leash areas to the west of the Hawkesbury River.

Within the Hawkesbury area there is currently two official dog off-leash areas – South Windsor and Yarramundi Reserve. It is considered that due to the size of the Hawkesbury Local Government Area, additional sites should be considered.

The Generic Parks Plans of Management allow for dog off-leash areas to be included within parks and reserves categorised as Parkland and General Community use following adoption, however, it is recommended that community consultation be undertaken prior to permanent sites being established. A Recreational Open Space Strategy will be undertaken over the next year to identify short falls in open space and consultation could be undertaken as part of this process.

It is recommended that a trial be undertaken at Hanna Park, North Richmond; Peel Park, North Richmond and Macquarie Park, Windsor using signage to identify the off-leash areas in the interim.

Consultation

The issues raised in this report concern matters which constitute a trigger for Community Engagement under Council's Community Engagement Policy. The community engagement process proposed in this report meets the criteria for the minimum level of community engagement required under Council's policy.

The community will be consulted on suitable sites for dog off-leash areas as part of the Recreational Open Space Strategy.

Background

Australia has one of the highest rates of pet ownership in the world and it is considered that companion animals have significant social and health benefits for their owners.

Dog owners constitute a significant proportion of residents using parks as a safe and effective way to exercise and socialise their dogs. However, use of public parks must be managed in partnership with other park users particularly cyclists, children and recreational walkers.

To maximise opportunities for off-leash exercise, it is recommended that designated off-leash areas be established in open space areas in a number of locations that are easily accessible. Not all parks can be expected to contain an off-leash area but residents should have access to an off-leash opportunity somewhere in their own, or a neighbouring, suburb. As most rural residents have acreage to exercise their dogs, these areas will be excluded at this stage.

The Companion Animal Act 1998 states that:

'A local authority can by order declare a public place to be an off-leash area. Such a declaration can be limited so as to apply during a particular period or periods of the day or to different periods of different days. However, there must at all times be at least one public place in the area of a local authority that is an off-leash area.'

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Within the Hawkesbury, there is currently two designated dog off-leash areas, one located near the Hawkesbury Oasis, South Windsor and the other at Yarramundi Reserve, Yarramundi. The Hawkesbury Local Government Area is large and thus whilst the obligation under the Companion Animal Act 1998, is met, there have been a number of requests to provide additional areas especially west of the Hawkesbury River.

Dog off-leash areas can either be fenced off as it is at South Windsor or they can pertain to an area as at Yarramundi Reserve using signs only.

The Generic Parks Plans of Management, when adopted, allows dog off leash areas to be included in parks and reserves categorised as Parks and General Community Use. Prior to these being adopted a Development Application would be required prior to any development of a fenced off area. Currently there are no funds allocated or proposed in the 2011/2012 financial year to build fenced dog off-leash areas.

Under the terms of the Companion Animals Act (s14), the following public places are prohibited for dogs off or on-leash:

- Within 10 metres of children's playground equipment.
- Within 10 metres of food preparation areas such as public barbeques and kiosks.
- Active recreation areas such as sports fields, ovals and courts (during the playing of organised sport).

Taking consideration of the points above it is also recommended that the following be considered when identifying a possible dog off-leash area:

- Distance from adjoining neighbours.
- Ability to provide water to the site.
- Whether the area is required to be fenced off or sign posted to allow dogs off leash during certain times of the day.

Requests have been received for the following sites:

Hanna Park - is well utilised by dog owners. It has a large undeveloped open space to the east of the car park where a fenced off area could be placed. The park is surrounded by residential properties. The area proposed would be more than 100m from the boundaries of the houses and is considered to have minimal impact on those properties. An appropriate option would be to install signage on the eastern side of the car park allowing dogs to be off-leash during certain hours.

Peel Park - is well utilised by dog owners. There is an area between the BMX track and the cricket ovals that is suitable for use as a dog off-leash area. The area is over 120m from residential properties that adjoin the park.

Wilberforce Park - has been raised as a possible site by residents. Wilberforce Park is Crown Land and has heritage significance and thus not recommended to have a fenced dog off leash area within this park. It is considered that an unfenced area may cause concerns with playground users and therefore this site is considered not suitable.

Ham Common – A combination of both requests for a dog off-leash area and complaints about dogs being off-leash at this park have been received. The concerns are based on children being in the area and that they are vulnerable to dog attacks and do not feel it is appropriate for this site. The Plan of Management for this site does not currently include a dog off-leash area and therefore the Plan would have to be amended for this to occur. It is recommended that the site not be considered at this stage and that signage be placed at the site to educate dog owners using the park of their responsibilities.

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Macquarie Park - is well utilised by dog owners. The Park has a large undeveloped open space to the north of the formed car park (which is used as overflow car parking for larger events). This Park is suitable in terms of size and proximity, and it is recommended that the area be sign posted rather than fenced, as a suitable area can be determined away from the general use of the Park. It would be appropriate to limit hours to 6am– 8pm excluding special event days which have the potential to attract a large number of park and river users.

Other possible dog off-leash sites include:

- Timms Hill Road Reserve, Kurrajong,
- Powell Park, Kurrajong Heights,
- Bilpin Oval, Bilpin,
- Colo Heights Reserve, Colo Heights, and
- St Albans Reserve, St Albans (in the vicinity of the tennis courts).

These are isolated sites which have few public footpaths on which to walk dogs. Hawkesbury Sports Council have also been asked to consider sports fields that are not being used during winter to be off-leash areas during that period.

Due to the impact/perceived impact on residents it is recommended that consultation occur prior to the installation of fenced off areas. It is anticipated that the Recreational Open Space Strategy will be undertaken over the next year to identify short falls in open space and consultation on locations for dog off-leash areas could be undertaken as part of this process. In the interim it is recommended that a trial be commenced at Hanna Park, North Richmond; Peel Park, North Richmond and Macquarie Park, Windsor with the use of signage to delineate the dog-off leash areas until the Recreational Strategy is completed.

Conformance to Community Strategic Plan

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

- Have development on both sides of the river supported by appropriate physical and community infrastructure.

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

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

Financial Implications

The development of signs to indicate dog off-leash areas would be costed to the Parks Budget - Component 50.

RECOMMENDATION:

That:

1. A trial be commenced at the following parks, with the use of signage to delineate the dog off-leash areas:
 - Hanna Park, North Richmond
 - Peel Park, North Richmond
 - Macquarie Park, Windsor
2. Additional dog off-leash areas be considered as part of the Recreation Open Space Strategy

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ATTACHMENTS:

- AT - 1** Aerial photographs identifying the proposed dog off-leash areas within Hanna Park, North Richmond, Peel Park, North Richmond and Macquarie Park, Windsor – *(to be placed on display at the meeting)*.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 10 May 2011

Item: 92 **IS - Exclusive Use of Governor Phillip Reserve - Upper Hawkesbury Power Boat Club and NSW Water Ski Federation Ltd - (79354, 74204)**

REPORT:

Executive Summary

The Upper Hawkesbury Power Boat Club, as in previous years is seeking exclusive use of Governor Phillip Reserve for the Windsor Spectacular on Saturday, 17 September and Sunday, 18 September 2011.

The NSW Water Ski Federation Ltd, as in previous years is also seeking exclusive use of Governor Phillip Reserve to conduct the 50th Bridge to Bridge Water Ski Race on Saturday, 12 November and Sunday, 13 November 2011.

Due to the flow on effects from both events, it is recommended that exclusive use be given.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. However, Community Notification will be undertaken by the applicants as part of the conditions of consent.

Background

Both the Upper Hawkesbury Power Boat Club and the NSW Water Ski Federation have advised Council staff of the proposed dates for the 2011 Windsor Spectacular and 2011 Bridge to Bridge Water Ski Classic respectively. Both events are seeking exclusive use of Governor Phillip Reserve to conduct their events

Approval for Traffic Management is to be undertaken as part of the Special Event Application.

It is anticipated that the events will have significant flow-on effects to the business community and as such approval is recommended for both events.

Conformance to Community Strategic Plan

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

- Help create thriving town centres, each with its own character that attract residents, visitors and business.

Financial Implications

Income will be generated through user charges for use of the Reserve

RECOMMENDATION:

That:

1. Approval be granted to the Upper Hawkesbury Power Boat Club for "Exclusive Use" of Governor Phillip Reserve for the Windsor Spectacular on the 17-18 September 2011.
2. Approval be granted to the NSW Water Ski Federation Ltd for "Exclusive Use" of Governor Phillip Reserve for the 50th Bridge to Bridge Water Ski Race on the 12-13 November 2011.

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3. The approval be subject to the following conditions/documents:
 - a) Council's general park conditions.
 - b) Council's Fees and Charges.
 - c) The Windsor Foreshore Plan of Management.
 - d) The Governor Phillip Exclusive Use Policy.
 - e) Governor Phillip Noise Policy.
 - f) A Traffic Management Plan which has been approved as part of the Special Event Application.
4. As the applicants have not advised alternative dates in the event of inclement weather, the General Manager be given authority to negotiate exclusive use on an alternate date, if required by the applicant.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 93 **IS - Development Servicing Plan - Windsor Sewerage Scheme - (95494, 79357)**

Previous Item: 74, Ordinary (12 April 2011)

REPORT:

Executive Summary

A Development Servicing Plan has been prepared to enable developer charges to be collected to provide funding for infrastructure required to service new development. It is proposed to advertise the Plan prior to Council considering its adoption.

Consultation

The issues raised in this report concern matters which constitute a trigger for Community Engagement under Council's Community Engagement Policy. It is proposed to place the Development Servicing Plan for the Windsor Sewerage Scheme area on public exhibition for a period of 28 days.

Background

This report was considered at Council's meeting of 12 April 2011, where it was resolved to defer the matter to a Councillor Briefing Session. Accordingly, a presentation was provided at the Briefing Session of 3 May 2011.

Hawkesbury City Council owns and operates sewerage services within the areas of Windsor, South Windsor, Bligh Park, Windsor Downs, Clarendon, Mulgrave, Vineyard and Pitt Town. Effluent from part of South Windsor, Bligh Park, Windsor Downs and Clarendon is transported via pumping stations to the South Windsor Waste Water Treatment Plant where it is treated and discharged into South Creek. Effluent from Windsor, Mulgrave, Vineyard and Pitt Town is transported via pumping stations to the McGraths Hill Wastewater Treatment Plant where it is treated and discharged through a wetland system to South Creek.

Section 64 of the *Local Government Act 1993* enables a local government council to levy developer charges for water supply, sewerage and stormwater. Developer charges are up-front charges levied to recover part of the infrastructure costs incurred in servicing new developments or additions/changes to existing developments. Developer charges provide a source of funding for infrastructure required for new development.

A Section 64 Contribution Plan has been developed which incorporates Capital Works to be completed over the next ten years. The assessment is based on projected development uptake under Amendment 130 of the Local Environmental Plan (LEP) within the areas of Windsor and South Windsor (refer to attached plans) which is now incorporated into Amendment 108 of the LEP. The estimated yield of additional equivalent tenements from Amendment 130 in South Windsor is 1,312 (Estimated Tenements). It is assumed that an 80% uptake of the developable area will occur over the next ten years, resulting in 1,050 ET. There are approximately 50 additional lots within the Windsor Sewerage Scheme where a Developer Contribution may be collected. These are vacant, or occupied and not connected properties to the sewer making a total of 1,100 lots estimated for projected development growth.

With regard to Industrial Land only two lots, plus a portion of a third is regarded as having development potential therefore incurring Headworks Contributions. There is another Lot which is under DA at present and Headwork's Contributions have been accounted. The remainder of Mulgrave Industrial Area is subject only to subsequent development Headwork's Contributions that is \$/ built up hectare (area of new structures and curtilage).

To enable the transport of sewage from the additional lots generated it is necessary to provide a new pump station and associated works on Church Street, South Windsor just south of the railway line. A new rising

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main will also be required from the pump station south along Church Street, east along Bell Street, south along Mileham Street, east along Argyle Street, south along Fairey Road to a 450 diameter carrier main located on the corner of Fairey Road and Ham Street, South Windsor. The sewage eventually flows to the South Windsor Sewage Treatment Plant where it is treated and then discharged into South Creek.

Other works, such as the augmentation of the South Windsor Sewage Treatment Plant are included to ensure it has capacity for the additional flows as a result of development.

The cost of the works required as a result of proposed developments are to be recovered from a charge levied on each allotment under a plan created in accordance with Section 64 of the Local Government Act. Each developer of land within the defined area is required to pay Council for the design and construction of the necessary sewerage infrastructure that will serve the development. The infrastructure will, on satisfactory completion, become the property of Council who will then be responsible for its ongoing operation and maintenance.

Provision of 10 Year Capital Works Sewerage Infrastructure

The table below shows the sewerage infrastructure works required for development within the Windsor Sewerage Scheme, and the cost estimates for those works. Note that the proposed 1,100 ET make up 14.25% of the capacity for the South Windsor STP, thus only this proportion is used for calculation of the Capital Works.

Windsor Sewerage Scheme – Sewerage Infrastructure and Associated Costs	
Item	Estimated Costs (GST Excl.)
Purchase of Plant and Equipment – 14.25% of \$586,300.00	\$83,548.00
South Windsor STP – Permanent onsite dewatering system 14.25% of \$2,900,000	\$413,250.00
Pump Station V and Rising Main V and associated works	\$3,750,000.00
South Windsor STP upgrade – Stage 3 phase 2 – to provide capacity for 40,000 EP	\$4,000,000.00
South Windsor STP – Wet weather balance pond pipework – 14.25% of \$65,000.00	\$9,263.00
Fair value of South Windsor STP 10/11 \$13,541,600.00 – 14.25% of \$13,541,600.00	\$1,929,678.00
Total	\$10,185,696.00

Notes:

NPV of Capital Cost over the 10 years - \$7,539,978 (refer to following page for details)

The 1,100 proposed tenements to contribute to the South Windsor STP equates to 14.25% of the current capacity of the facility.

It is proposed to adopt the estimates for works outlined as the basis for the Section 64 Contributions for the provision of sewerage infrastructure for the Windsor Sewerage Scheme area. The charge for each lot provided with access to reticulated sewerage services and the calculation method is outlined in detail within the attached document 'Draft Windsor Sewerage Scheme – Development Servicing Plan for Sewerage Services, April 2011'.

Proposed Charge for Reticulated Sewerage Services

The proposed Section 64 Contribution for sewerage infrastructure per lot within the Windsor Sewerage Scheme development area payable to Council is \$7,797.00.

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A copy of the draft Section 64 Plan proposed for this purpose is included as Attachment 1 to this report. It will now be necessary for the Plan to publicly exhibited prior to consideration for adoption by Council.

Conformance to Community Strategic Plan

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

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

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

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

Financial Implications

Funding to be provided from within the Section 64 Reserve through developer contributions as development occurs.

RECOMMENDATION:

That the Development Servicing Plan for the Windsor Sewerage Scheme area, included as attachment 1 to this report, be placed on public exhibition for a period of 28 days.

ATTACHMENTS:

AT - 1 Draft Windsor Sewerage Scheme – Development Servicing Plan for Sewerage Services, April 2011 - *(to be distributed under separate cover)*.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 10 May 2011

SUPPORT SERVICES

Item: 94 SS - Goods and Services Tax Compliance Certificate 2011 - (96332, 95496)

REPORT:

Executive Summary

In accordance with the Department of Local Government (now Division of Local Government) (DLG) Circular 05/26, Council is required to submit a Goods and Services Tax (GST) Certificate confirming that it maintains adequate management arrangements and internal controls to ensure compliance with GST Legislation. A Certificate to that effect is attached.

This report recommends that Council authorise the signing of the GST Certificate for forwarding to the DLG.

Consultation

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

Background

The DLG previously required councils to have an independent Goods and Services Tax (GST) review undertaken, and a GST Audit Review Report prepared, by an external auditor and lodged with the DLG.

Effective from the 2004/2005 financial year, the DLG changed the requirements; now requesting councils to provide a certificate of confirmation signed by the Mayor, one other Councillor, the General Manager and the Responsible Accounting Officer, in lieu of an independent review. For the following years after 30 June 2005, the certificates are to be for the period 1 May to 30 April each year, to enable the DLG to provide more accurate and current information to NSW Treasury.

The certificate of confirmation requires Council to certify that:

- Council has paid voluntary GST for the period 1 May 2010 to 30 April 2011.
- Adequate management arrangements and internal controls were in place to enable the Council to adequately account for its GST liabilities and recoup all GST input tax credits eligible to be claimed.
- No GST non-compliance events by the Council were identified by or raised with the Australian Taxation Office.

For the period from 1 May 2010 to 30 April 2011, all monthly business activity statements were completed and remitted to the Australian Taxation Office (ATO) within the required timeframes.

In November 2010, a GST compliance audit was conducted by the ATO based on the activity statement for the period from 1 July 2010 to 31 July 2010. There were no non-compliance events identified and consequently no recommendations arising from the audit.

As outlined above, management confirms that all voluntary GST has been paid for the period from 1 May 2010 to 30 April 2011; that appropriate internal controls and systems are in place to account for Council's GST liabilities; and that no GST non-compliance event has been identified, or raised, with the Australian Taxation Office.

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Meeting Date: 10 May 2011

A copy of the Goods and Services Tax Certificate for the period from 1 May 2010 to 30 April 2011 is attached to this report as Attachment 1.

Conformance to Community Strategic Plan

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

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

Financial Implications

No financial implications applicable to this report.

RECOMMENDATION:

That the Goods and Services Tax Certificate for the period from 1 May 2010 to 30 April 2011 be endorsed in accordance with Department of Local Government Circular 05/06.

ATTACHMENTS:

AT - 1 Goods and Services Tax Certificate.

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Attachment 1: Goods and Services Tax Certificate

COUNCIL OF THE CITY OF HAWKESBURY

GOODS AND SERVICES TAX CERTIFICATE

Payment of Voluntary GST from 1 May 2010 to 30 April 2011

To assist compliance with Section 114 of the Commonwealth Constitution, we certify that:

- Voluntary GST has been paid by Hawkesbury Council for the period 1 May 2010 to 30 April 2011.
- Adequate management arrangements and internal controls were in place to enable the Council to adequately account for its GST liabilities and recoup all GST input tax credits eligible to be claimed.
- No GST non-compliance events by the Council were identified by or raised with the Australian Taxation Office.

Signed in accordance with a resolution of Council made on 10 May 2011.

Bart BASSETT
MAYOR

Kevin CONOLLY
COUNCILLOR

Peter JACKSON
GENERAL MANAGER

Emma GALEA
**RESPONSIBLE
ACCOUNTING OFFICER**

oooO END OF REPORT Oooo

ORDINARY MEETING
Meeting Date: 10 May 2011

Item: 95 **SS - Monthly Investments Report - March 2011 - (96332, 95496)**

Previous Item: 144, Ordinary (29 June 2010)

REPORT:

Executive Summary

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

This report indicates that Council held \$43.85 million in investments at 31 March 2011.

It is recommended that this report be received and noted.

Consultation

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

Background

The following table indicates that Council held \$43.85 million in investments as at 31 March 2011. Details of the financial institutions with which the investments were made, date investments were taken out, the maturity date (where applicable), the rate of return achieved, the credit rating of the institutions both in the short term and the long term, and the percentage of the total portfolio, are provided below:

Investment Type	Institution Short Term Rating	Institution Long Term Rating	Lodgement Date	Maturity Date	Interest Rate %	Principal \$	Percentage of Portfolio	Total \$
On Call								
CBA	A1+	AA	31-Mar-11		5.25%	4,650,000	10.62%	4,650,000
Term Investments								
ANZ	A1+	AA	20-Oct-10	20-Jul-11	6.30%	1,500,000	3.42%	
ANZ	A1+	AA	17-Nov-10	17-Aug-11	6.30%	1,000,000	2.28%	
ANZ	A1+	AA	27-Jan-11	18-May-11	6.20%	500,000	1.14%	
ANZ	A1+	AA	29-Nov-10	26-Oct-11	6.36%	1,500,000	3.42%	
ANZ	A1+	AA	25-Nov-10	23-Nov-11	6.60%	1,000,000	2.28%	
ANZ	A1+	AA	25-Nov-10	23-Nov-11	6.60%	2,000,000	4.56%	
ANZ	A1+	AA	23-Feb-11	22-Feb-12	6.24%	1,200,000	2.74%	
ANZ	A1+	AA	10-Mar-11	20-Dec-11	6.35%	2,000,000	4.56%	
ANZ	A1+	AA	14-Mar-11	11-Jan-12	6.35%	2,000,000	4.56%	

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Investment Type	Institution Short Term Rating	Institution Long Term Rating	Lodgement Date	Maturity Date	Interest Rate %	Principal \$	Percentage of Portfolio	Total \$
ANZ	A1+	AA	23-Mar-11	21-Mar-12	6.24%	500,000	1.14%	
Bank of Queensland	A-2	BBB+	21-Dec-10	22-Jun-11	6.45%	1,000,000	2.28%	
Bankwest	A1+	AA	21-Jul-10	20-Apr-11	6.25%	1,000,000	2.28%	
Bankwest	A1+	AA	04-Aug-10	04-May-11	6.15%	1,000,000	2.28%	
Bendigo and Adelaide Bank	A-2	BBB+	13-Oct-10	15-Jun-11	6.10%	1,000,000	2.28%	
Credit Union Australia	A-2	BBB+	23-Feb-11	22-Feb-12	6.21%	1,000,000	2.28%	
Defence Force Credit Union Ltd	unrated	unrated	17-Nov-10	18-May-11	6.30%	1,000,000	2.28%	
IMB	A-2	BBB	11-Aug-10	11-May-11	6.20%	1,000,000	2.28%	
ING Direct	A-1	A+	23-Feb-11	21-Sep-11	6.22%	1,000,000	2.28%	
Members Equity	A-2	BBB	21-Dec-10	22-Jun-11	6.30%	500,000	1.14%	
NAB	A1+	AA	20-Jan-11	06-Jul-11	6.14%	1,000,000	2.28%	
NAB	A1+	AA	20-Jul-10	20-Jul-11	6.24%	1,000,000	2.28%	
NAB	A1+	AA	17-Nov-10	16-Nov-11	6.46%	1,000,000	2.28%	
NAB	A1+	AA	08-Dec-10	10-Aug-11	6.39%	2,000,000	4.56%	
NAB	A1+	AA	02-Dec-10	07-Dec-11	6.44%	1,000,000	2.28%	
NAB	A1+	AA	03-Dec-10	07-Dec-11	6.45%	2,000,000	4.56%	
NAB	A1+	AA	08-Dec-10	07-Dec-11	6.44%	500,000	1.14%	
NAB	A1+	AA	20-Jan-11	14-Sep-11	6.22%	2,000,000	4.56%	
NAB	A1+	AA	09-Feb-11	09-Feb-12	6.27%	1,000,000	2.28%	
Newcastle Permanent	A-2	BBB+	15-Jun-10	15-Jun-11	6.10%	1,000,000	2.28%	
Rural Bank	A-2	BBB	16-Jun-10	15-Jun-11	6.40%	1,000,000	2.28%	
Suncorp	A-1	A	15-Jun-10	15-Jun-11	6.50%	1,000,000	2.28%	
Westpac	A1+	AA	20-Jan-11	19-Oct-11	6.20%	1,000,000	2.28%	
Westpac	A1+	AA	23-Sep-10	20-Apr-11	6.15%	2,000,000	4.56%	39,200,000
TOTAL INVESTMENT AS AT 31 MARCH 2011								43,850,000

Bench Marking

Bench Mark	Bench Mark %	Actual %
UBS 90 Day Bank Bill Rate	4.89%	6.32%
Reserve Bank Cash Reference Rate	4.75%	5.25%

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Performance by Type

Category	Balance \$	Average Interest	Difference to Benchmark
Cash at Call	4,650,000	5.25%	0.50%
Term Deposit	39,200,000	6.32%	1.43%
Total	43,850,000	6.20%	1.31%

Restricted Funds

Restriction Type	Amount \$
External Restrictions -S94	6,615,338
External Restrictions - Other	11,071,796
Internal Restrictions	14,935,666
Unrestricted	11,227,200
Total	43,850,000

Funds subject to external restrictions cannot be utilised for any purpose other than that specified in line with legislative requirements. Externally restricted funds include funds relating to S94 Contributions, Domestic Waste Management, Stormwater Management and Grants.

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

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

Investment Commentary

The investment portfolio increased by \$1.95 million for the month of March, 2011. During March, various income was received totalling \$7.47 million, including rate payments amounting to \$2.78 million, while payments to suppliers and staff costs amounted to \$6.11 million.

Interest earnings for the 2010/2011 financial year as at the end of March 2011 amount to \$2.07 million.

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

As at 31 March 2011, Council has invested \$11.5 million with 2nd tier financial institutions, with the remaining funds being invested with 1st tier institutions. The investment of up to \$1 million with 2nd tier Authorised Deposit Taking Institutions (ADIs) is entirely covered by the free Government Guarantee Scheme, and is in accordance with Council's Investment Policy. Also, Council's adopted Investment Policy allows Council to invest above \$1 million with 2nd tier Authorised Deposit Taking Institutions that are wholly owned subsidiaries of major Australian trading banks.

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

Council's investment portfolio complies with Council's adopted Investment Policy, adopted on 29 June 2010.

On 17 February 2011, the Division of Local Government issued Circular No. 11-01 advising councils that a Revised Ministerial Order pursuant to Section 625 of the Local Government Act 1993 has been issued.

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The Revised Order was published in the NSW Government Gazette on 11 February 2011, and replaces the Order dated 31 July 2008. Council currently complies with the Revised Order and the changes will be taken into consideration as part of Council's annual review of its Investment Policy due in June 2011.

Investment Certification

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

Conformance to Community Strategic Plan

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

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

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

- Maintain and review a sustainable long term financial framework.

Financial Implications

Funds have been invested with the aim of achieving budgeted income in 2010/2011.

RECOMMENDATION:

The report regarding the monthly investments for March 2011 be received and noted.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 96

SS - Pecuniary Interest Returns - (79337, 95496)

REPORT:**Executive Summary**

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

Consultation

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

Background

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

"450A Register and tabling of returns:

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

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

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

With regard to Section 450A(2)(a), the following Section 449(1) Return has been lodged:

Position	Return Date	Date Lodged
Senior Building Surveyor	18/1/2011	15/4/2011

The Return has been lodged prior to the due date for the receipt of the Return, being three months after the return date.

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

Conformance to Community Strategic Plan

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

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

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

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

Financial Implications

No financial implications applicable to this report.

RECOMMENDATION:

That the information be received and noted.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 97 SS - Membership of the Sustainable Choice Program - (95496, 96332, 112608)

REPORT:**Executive Summary**

Council currently participates in, and receives funding under the Waste and Sustainability Improvement Program (WASIP). Through this Program, the NSW Government will assist councils in the regulated area to invest in actions and on programs that will improve waste avoidance, resource recovery, the use of secondary resources and waste management outcomes, and that will deliver improvements in environmental sustainability across their local government area.

Council has received funding of \$237,617 for the 2009/2010 financial year and \$315,662 for the 2010/2011 financial year. Council needs to meet a number of specified Standards in order to be eligible for payments under the Program. Specifically, one of the Standards to be delivered under the Program in 2010/2011 relates to Sustainable Purchasing.

The NSW Department of Environment, Climate Change and Water (DECCW) and the Local Government and Shires Associations of NSW (LGSA) provide assistance and resources in sustainable procurement specifically tailored to local government through the Sustainable Choice Program. Council has been invited to join this Program which is aimed to assist local government in purchasing sustainable products and services.

The purpose of this report is to seek Council's endorsement to join the Sustainable Choice Program and to seek Council's commitment to supporting sustainable procurement and participation in the Program.

Consultation

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

Background

Council is currently participating in, and has received funding to deliver projects under the Waste and Sustainability Improvement Payments Program (WASIP). Council needs to meet a number of specified Standards in order to be eligible for their payments under the Program. WASIP Standards are developed each year in consultation with the Waste and Sustainability Improvement Payments Advisory Group.

For 2010/2011, Standards to be met relate to the following:

- Waste
- Litter and Illegal Dumping
- Garden Organics
- Sustainability Reporting
- Energy Savings
- Water Savings
- Sustainable Fleet Policy
- Sustainable Procurement
- Sustainable Event Management

The subject matter of this report relates to the Standard "Sustainable Procurement". Specifically, this Standard states that councils must "Adopt by 30 June 2011 a program to increase Council's sustainable procurement."

The NSW Department of Environment, Climate Change and Water (DECCW) and the Local Government and Shires Associations of NSW (LGSA) provide assistance and resources in sustainable procurement specifically tailored to local government through the Sustainable Choice Program. This Program is aimed to assist local government in purchasing sustainable products and services. As of July 2010, 58 councils had joined this Program.

Implications of joining the Sustainable Choice Program

'Sustainable Choice' is a sustainable procurement program helping local government meet Ecologically Sustainable Development (ESD) and triple bottom line objectives. It is a joint undertaking of the Local Government and Shires Associations of NSW with the Department of Environment, Climate Change and Water NSW (DECCW), and participating councils.

As mentioned above, Council is committed to deliver the Standards stipulated under the WASIP Program. By joining the Sustainable Choice Program and developing and adopting a Sustainable Procurement Policy, Council will be deemed to have met the WASIP Standard referred to above. Sustainable purchasing is an effective mechanism to help councils deliver other programs and activities such as energy and water saving plans, greenhouse and waste reduction strategies and community service and environmental obligations.

The objective of the Sustainable Choice Program is not to create a new set of milestones and onerous reporting obligations, but rather to build upon what councils are already doing by facilitating increased levels of sustainable purchasing through information sharing and capacity building, and to integrate sustainable purchasing into Council's existing policies and programs. The Program provides support and guidance to councils on products and services that save energy or water, contain recycled content, are non toxic, have greenhouse or biodiversity benefits or advance Council's social or environmental objectives in some way.

The Sustainable Choice Program has a range of tools and resources available on their website, as well as an expanding electronic database of suppliers. The database is designed to assist Council staff in locating suppliers of sustainable products and services, and can also provide a mechanism for Council to promote sustainable products from local suppliers to councils across NSW. The Program also offers "in-house" training to member councils.

The Program is free for all NSW councils. Membership in the Program requires a written acceptance of the LGSA's invitation to join the Program and a council resolution re-affirming Council's support for sustainable purchasing and committing Council to participate in the Sustainable Choice Program. Council's commitment in participating in the Program involves the following:

- Establishing a team (this may be an existing team already coordinating other related programs).
- Ensuring all Council staff are aware of the benefits of being a member of Sustainable Choice, including being able to use the online database.
- Incorporating sustainable purchasing principles into Council's purchasing policies and systems.
- Staff participation in free staff peer education and information sharing between councils in the form of newsletters, workshops, seminars, etc. organised by Sustainable Choice.
- Increasing the level of sustainable purchasing by integrating it with Council's everyday purchasing systems.
- Participating in the Sustainable Choice Program annual reporting survey that will ascertain the scope and level of sustainable purchasing across the NSW local government sector.

Council has already established a team to manage and deliver the WASIP Program, including the Standards therein. The commitment to increase the level of sustainable procurement is an existing

ORDINARY MEETING

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commitment under the WASIP Program. Joining the Program would assist in the delivery of existing commitments under the WASIP Program.

In light of the matters outlined above, it is recommended that Council joins the Sustainable Choice Program and commits to supporting sustainable procurement and participation in the Program.

Conformance to Community Strategic Plan

The proposal is consistent with the Caring for Our Environment Directions statement;

- Work with our communities and businesses to use our resources in a sustainable way and employ best practices and technologies that are in harmony with our natural environment.

Financial Implications

There are no funding implications arising from the recommendations within this report.

RECOMMENDATION:

That Council agree to become a member of the Sustainable Choice Program by:

1. Accepting in writing the Local Government and Shires Association's invitation to join the Program.
2. Establishing a team with responsibility to co-ordinate sustainable procurement in Council.
3. Developing, adopting and implementing sustainable purchasing policy principles.
4. Integrating sustainable procurement principles into Council's purchasing processes.
5. Establishing a tracking system to monitor the scope and level of purchasing activity.
6. Participating in the Sustainable Choice Program annual reporting questionnaire to record the scope and level of sustainable procurement taking place in NSW local government.
7. Staff participation in peer education forums, (workshops, etc) to facilitate increased levels of awareness of the benefits of sustainable procurement.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 10 May 2011

CONFIDENTIAL REPORTS

GENERAL MANAGER

Item: 98 GM - Staff Matter - Mr RC Shepherd - (79351) CONFIDENTIAL

Reason for Confidentiality

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

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

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

ORDINARY MEETING

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INFRASTRUCTURE SERVICES

Item: 99 IS - Tender No. 01711 - Reconstruction of a Sealed Section of Scheyville Road & Midson Road - (95495, 79344) **CONFIDENTIAL**

Previous Item: 252, Ordinary (9 November 2010)

Reason for Confidentiality

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

Specifically, the matter is to be dealt with pursuant to Section 10A(2)(c) of the Act as it relates to details concerning tenders for the supply of goods and/or services to Council and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

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

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Item: 100 **IS - Tender 01411 - The Caretaking & Operation of the Lower Portland Ferry - (79344, 95495) CONFIDENTIAL**

Previous Item: 40, Ordinary (26 February 2008)

Reason for Confidentiality

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

Specifically, the matter is to be dealt with pursuant to Section 10A(2)(c) of the Act as it relates to details concerning tenders for the supply of goods and/or services to Council and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

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

ordinary

section 5

reports
of committees

ORDINARY MEETING
Reports of Committees

SECTION 5 - Reports of Committees

ROC - Hawkesbury Disability Advisory Committee Minutes - 7 April 2011 - (88324)

The meeting commenced at 4.00 pm in the Meeting Room, Peppercorn Place

Present:	Councillor Christine Paine	Councillor Representative
	Councillor Bill Whelan	Councillor Representative
	Alan Aldrich	Community Representative
	Desmond Crane	Community Representative
	Carolyn Lucas	Community Representative
	Jennifer Luke	Community Representative
	Ken Ferris	Community Representative
	Robert Bosshard	Community Representative
	Mary-Jo McDonnell	Community Representative

Apologies: Nil

In Attendance:	Meagan Ang	Hawkesbury City Council
	Joseph Litwin	Hawkesbury City Council
	Rahim Lalani	Hawkesbury Oasis

REPORT:

Councillor Paine opened the meeting, welcomed community representatives and thanked them for their attendance.

SECTION 1 - CONFIRMATION OF MINUTES:

1. Confirmation of Minutes

Ms Lucas sought clarification as to whether Part 1 of the recommendation relating to Item 3 should have been broadened to include the Indoor Sports Stadium rather than just focusing on the Oasis Swim Centre.

RESOLVED on the motion of Desmond Crane and seconded by Alan Aldrich that Minutes of the Disability Advisory Committee held on 3 February 2011 be confirmed.

2. Matters arising from Previous Minutes

Appointment of Chairperson

As recorded in the minutes of 3 February 2011 the position of interim chair had been filled by Councillor Paine pending confirmation at the 7 April meeting. There was a general discussion by the Committee of the possibility of rescheduling meeting times to enable Councillor Whelan to attend Committee meetings on a regular basis. It was determined that for a number of Committee members a later meeting time was not feasible. On this basis, Councillor Whelan indicated that he would be happy to receive Business Papers and would seek briefings from Councillor Paine as required. The Committee therefore confirmed Councillor Paine's appointment as Chairperson. Councillor Paine thanked the Committee for her appointment.

SECTION 2 - REPORTS FOR DETERMINATION:

Item 4: Gym Equipment on Ham Common

DISCUSSION:

- Mr Litwin advised that in response to the Committee's resolution of 3 February 2011, Mr Rahim Lalani, Centre Manager from Hawkesbury YMCA be invited to address the Committee.
- Mr Lalani thanked the Committee for the invitation and briefed the Committee on the YMCA Strategic Directions for 2011 - 2015. The YMCA has identified Youth at Risk and People with Disabilities as key target groups. YMCA Programs that are appropriate for access by people with physical disabilities include *Move4Life* and *Pryme Movers*. These programs are geared for seniors and currently about 15% of program participants have physical disability. YMCA's Tai Chi, Aqua Aerobics and Move4 Life programs are also designed to cater for people with physical disabilities. YMCA also has the capacity to deliver the programs off-site at alternate facilities to improve access for people with disabilities. Currently there are two groups of people with intellectual disabilities who attend the Oasis for swimming on a casual basis with their carers. There is also a group of approximately thirty people with intellectual disabilities who participate in a basketball clinic at the Indoor Sports Stadium, South Windsor once a week.
- Councillor Paine enquired if there was a 'swing' (hoist) at the pool. Mr Lalani indicated that this equipment was not currently available but that there was a water wheel chair and a beach entrance to the indoor pool to enable access for people with physical disabilities. Councillor Paine requested that Mr Lalani to investigate the whereabouts of the hoist that was previously at the pool. A number of Committee members indicated that some people with disabilities would be prevented from using the pool due to the absence of hoist and appropriate change facilities. On this point Mr Crane indicated that a single water chair might not be sufficient to cater for the demand from people with disabilities to use the pool and it was suggested that a booking system for use of the chair and/or the purchase of an additional chair should be investigated. Mr Lalani agreed that this would be done.
- Mr Aldrich enquired as to whether the gym equipment at Hawkesbury Oasis was suitable for people with disabilities. Mr Lalani stated that personal training sessions are available for people who use a wheelchair but will investigate further options.
- There was a general discussion as to the capacity for the YMCA to increase the accessibility of programs offered at the Oasis and the Indoor Stadium. Mr Litwin suggested that committee members might wish to complete a basic access audit training course so that members could develop a common understanding of barriers to access as a pre-requisite to completing an access audit of the Oasis to identify and prioritise possible works which could be considered by Council for inclusion in future capital works or Section 94A works program. Mr Lalani requested that the indoor sports stadium be included in the audit.
- Ms Lucas suggested that the YMCA could be more proactive in engaging people with disabilities in sports activities and suggested advertisements, 'come and try' days, and that YMCA establish partnerships with schools such as Hobartville and South Windsor.
- Councillor Paine drew the Committee's attention to the representations received from North West Disability Services (NWDS) requesting the installation of equipment and other changes to improve the use of the Centre by people with disabilities. Mr Litwin advised that Council have replied to NWDS to advise that funds are currently not available for the proposed works but that the request would be forwarded to the Disability Advisory Committee for consideration in conjunction with the development of the Hawkesbury Disability Action Plan. Mr Lalani stated that the NWDS had been discussed with the Manager Parks and Recreation.

ORDINARY MEETING
Reports of Committees

- Ms Luke presented information on 'Burn Rubber Burn' Program. Mr Lalani suggested that there is a possibility of operating a cardio program at the indoor sports stadium from 6pm - 6.45pm that could be tailored for people who use a wheelchair

RECOMMENDATION TO COMMITTEE:

That:

1. The information is received.
2. The Committee extend its thanks to Rahim Lalani Centre Manager, Oasis Swimming Centre for his attendance at the meeting.
3. The representations from North West Disability Services be noted and considered in conjunction with the preparation of the (Draft) *Hawkesbury Disability Action Plan*.

MOTION:

RESOLVED on the motion of Councillor Bill Whelan and seconded by Jenny Luke

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION

1. That the information be received
2. The Committee extend its thanks to Rahim Lalani Centre Manager, Oasis Swimming Centre for his attendance at the meeting.
3. The representations from North West Disability Services be noted and considered in conjunction with the preparation of the (Draft) *Hawkesbury Disability Action Plan*.
4. A working party of committee members be established to undertake an access audit of the Hawkesbury Oasis and Indoor Stadium following the completion of access audit training by the Committee.
5. Ms Ang and Mr. Lalani investigate options for further development of inclusive sports programs and activities at the Hawkesbury Oasis and Indoor Stadium as well as gym equipment appropriate for use by people in a wheelchair and report back to Committee.

Item 5: Draft Terms of Reference for the development of the Hawkesbury Disability Action Plan

DISCUSSION:

- Mr Litwin noted that the primary objective of the Disability Advisory Committee was to develop a draft Disability Action Plan for reporting to Council. The (former) Department of Ageing Disability and Home Care (ADHC) have released guidelines for disability action planning. Mr. Litwin indicated he had adapted these guidelines to provide a proposed framework for the development of the Hawkesbury Disability Action Plan and directed the Committees attention to the proposed Terms of Reference for this Plan as outlined in the Business Paper. Mr Litwin invited Committee members to review the ToR and amend as necessary.
- Mr Aldrich requested that the Disability Action Plan should include some provision for raising the awareness of businesses to improve the accessibility of their premises. Mr Litwin indicated that Outcome 6 in the ToR could cover this point but suggested that a sentence along the lines of 'and

support other agencies and businesses to enable people with disabilities to access services and facilities' could be included in the wording of the 'Scope' section in the ToR to make this explicit.

- Mr Crane asked if heritage classed premises or other infrastructure is exempt from access requirements. Councillor Paine indicated that this was not the case. Mr Litwin advised the Committee of the recent release of 'Premises Standards' for building accessibility.
- There was discussion about training available to the Disability Advisory Committee through Access Institute Australia. Ms Ang has consulted with Access Institute Australia and it was determined that 'Addressing Access in the Built Environment' was the most appropriate short course for committee members to undertake.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION

1. The Committee endorse the draft terms of reference for the production of the *Hawkesbury Disability Action Plan*.
2. The endorsed Terms of Reference be referred to Council for their consideration and adoption.
3. The Committee to determine training requirements (if any) to facilitate the involvement of committee members in the disability action planning process.

MOTION:

RESOLVED on the motion of Jenny Luke and seconded by Mr Bosshard

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION

1. That the Terms of Reference for Disability Action Plan be endorsed with the agreed amendments and reported to Council for their consideration and adoption.
2. Ms Ang to organise access audit training as determined by the Committee.

SECTION 3 - GENERAL BUSINESS:

- Ms McDonnell enquired as to what the consultation strategy would be in the development of the Disability Action Plan - Mr Litwin noted that part of the process for the Committee is to determine how consultation will happen.
- Councillor Whelan briefed the Committee on the development of a walk which begins at Mulgrave Station then passes historic sites through to Windsor Station. Councillor Whelan proposed that when the works are complete, Councillors and people with disabilities could complete the walk together. Councillor Paine suggested that this item come back for discussion once the works are closer to completion.
- Mr Aldrich would like to thank Lazaros Ofidis - Technical Officer Hawkesbury City Council for undertaking footpath repairs that Mr. Aldrich had brought to Council's attention.
- Mr Bosshard discussed with the Committee his recommendation that Council and the Committee market themselves and asked if Committee members will assist in compiling details of completed access works. Mr Bosshard will consider what form this inventory will take and bring it back to the Committee at a later date.

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- Ms Luke briefed Committee on upgrades to Richmond train station and that local radio reports that there are no raised bubbles on platform edge to assist vision impaired people to safely access trains.
- Ms Lucas noted that there was not someone on the committee with vision impairment but acknowledged training will assist Committee to consider vision impairment when undertaking audit.

NEXT MEETING - to be held at 4.00 pm on Thursday 2 June 2011, at the Meeting Room Peppercorn Place, 320 George St. WINDSOR.

Meeting Closed at 5.30pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
Reports of Committees

ROC - Floodplain Risk Management Advisory Committee Meeting Minutes - 18 April 2011 - (86589)

The meeting commenced at 4.33pm in Council Chambers.

Present:	Councillor Kevin Conolly - Chair Councillor Bob Porter - Deputy Chair Councillor Jill Reardon Councillor Paul Rasmussen Mr John Miller Mr Alexander (Phil) Windebank Mr Harry Panagopoulos- DECCW Mr Les Sheather Mr Peter Cinque Mr Ian Johnston Mr Geoffrey Bessell Mr Bill McMahon
Apologies:	Councillor Warwick Mackay Snr Inspector Robert Bowman Mr Ray Williams MP - Member for Hawkesbury Mr David Avery Mr Kevin Jones
In Attendance:	Mr Drew Bewsher - Bewsher Consulting Pty Ltd Mr Stephen Yeo - Bewsher Consulting Pty Ltd Mr Steve Black - NSW Maritime Mr Paul Greche - Department of Planning Mr Steven Molino - Molino Stewart P/L Mr Matthew Owens Mr Philip Pleffer Mr Chris Amit Ms Robyn Kozjak
Non Attendance:	Mr Chris Ransom

REPORT:

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

CONFIRMATION OF MINUTES

RESOLVED on the motion of Mr John Miller and seconded by Councillor Reardon that the Minutes of the Floodplain Risk Management Advisory Committee held on the 7 February 2011, be confirmed.

There were no interests declared in any items in the business paper.

ORDINARY MEETING
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Member	01/11/10	06/12/10	18/01/11	17/02/11	18/04/11
Councillor Kevin Conolly - (Chair)	✓	✓	✓	✓	✓
Councillor Bob Porter - (Deputy Chair)	✓	✓	✓	A	✓
Councillor Warwick Mackay	A	A	A	A	A
Councillor Paul Rasmussen	✓	✓	✓	✓	✓
Councillor Jill Reardon	✓	✓	✓	✓	✓
Mr Peter Cinque OAM - (SES Sydney Western Division)	A	✓	✓	A	✓
Mr David Avery - (Dept. of Environment and Climate Change)	✓	✓	✓	✓	A
Mr Chris Ransom - (Dept of Defence)	✓	✓	X	✓	X
Snr Inspector Robert Bowman - (Industry & Investment NSW) - Primary Industries	X	X	✓	✓	A
Mr Les Sheather - (Community Member)	✓	✓	A	✓	✓
Mr Kevin Jones - (SES Headquarters)	✓	A	✓	✓	A
Mr Geoffrey Bessell - (Community Member)	✓	✓	✓	✓	✓
Mr John Miller - (Community Member)	✓	✓	✓	✓	✓
Mr Bill McMahon - (Community Member)	✓	✓	✓	✓	✓
Mr Alexander (Phil) Windebank	✓	✓	✓	✓	✓
Mr Ian Johnston	✓	✓	✓	✓	✓

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

Change to Order of Business:

Consultants Steve Molino, Drew Bewsher, Stephen Yeo and Paul Greche were acknowledged and it was agreed their presentations be brought forward from General Business to the front of the meeting.

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the consultants' presentations be brought forward from the General Business section of the meeting to the front of the meeting.

- Mr Bewsher advised completion of the Study was imminent, advising it was anticipated the Study would be finalised by 30 June, 2011.

4.40pm - Peter Cinque arrived at the meeting.

5.08pm - Steve Black arrived at the meeting.

The presentation concluded at 6.00pm.

SECTION 3 - Reports for Determination

Item: 1 Evacuation Route Options Study for Bligh Park and Hobartville

DISCUSSION:

Due to time constraints, the complexity of the reports and the departure of some members of the Committee, it was agreed this item be deferred to a Special Meeting (to be scheduled after the Easter break). Mr Amit advised he would arrange for a representative from Bewsher Consulting to present the Study Reports to the Committee.

RECOMMENDATION TO COMMITTEE:

That the Committee recommend Council adopt the four reports in relation to the Bligh Park and Hobartville Evacuation Routes prepared by Bewsher Consulting Pty Ltd, as listed below:

- Bligh Park Evacuation Route Study - December 2007 - Reference J1434R_5
- Hobartville Evacuation Route Study - August 2008 - Reference J1434R_9
- Bligh Park Evacuation Route Options Study - March 2011 - Reference J1736R_9
- Hobartville Evacuation Route Options Study - March 2011 - Reference J1736R_10

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the Committee recommend this item be deferred to a Special Meeting (to be scheduled after the Easter break).

Item: 2 NSW Government's 2010/2011 Waterways Program for Pre-Dredging Investigations of the Hawkesbury River Between Windsor and Sackville

DISCUSSION:

- Mr Owens referred to the offer of financial assistance received through the Waterways Program for dredging investigations of the Hawkesbury River and to a resolution of Council on 29 March wherein it was resolved (in part):

"A report on this matter be presented to the Floodplain Risk Management Advisory Committee requesting that the Committee identify and prioritise potential locations along the River between Windsor and Sackville that would provide the most cost benefit to the community."

Accordingly, the Chair called for specific areas of the river to be identified for investigation, in order of priority. The Committee subsequently agreed to the following:

1. Sackville Ferry
2. Sackville Gorge
3. Ebenezer Church
4. Pitt Town Bottoms
5. Sandy Point (near Grono Point)
6. Cattai Creek
7. Bens Point

Councillor Porter addressed Mr Black of NSW Maritime, thanking him for his assistance and input into this matter.

- Mr Black advised NSW Maritime chairs the Upper Hawkesbury User Group Committee which consists of representatives from boating related groups, advising the issue of dredging had been discussed at these meetings since 2001. Mr Black suggested having a Council officer attend the next meeting to provide some background and to confirm the areas which may be regarded as contentious. Councillor Porter declared he would be willing to attend the next UHUGC meeting.

RECOMMENDATION TO COMMITTEE

That:

1. The Committee identify potential locations along the River between Windsor and Sackville that would provide the most benefit to improving navigability of the river along this stretch.

ORDINARY MEETING
Reports of Committees

2. After identifying potential locations in (1) above, the Committee then allocate a priority rating to these locations where the highest priority locations would provide the best cost/benefit to the wider river users and community.
3. NSW Maritime be requested to comment on the suggested priorities and also be requested to provide assistance with the hydro-graphic survey of the river in these locations.

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the follow areas of the river be identified and prioritised as follows:

1. Sackville Ferry
2. Sackville Gorge
3. Ebenezer Church
4. Pitt Town Bottoms
5. Sandy Point (near Grono Point)
6. Cattai Creek
7. Bens Point

SECTION 5 - General Business

Nil.

The Meeting closed at 6.35pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
Reports of Committees

ROC - Local Traffic Committee - 20 April 2011 - (80245)

Minutes of the Meeting of the Local Traffic Committee held in the Large Committee Room, Windsor, on Wednesday, 20 April 2011, commencing at 3.00pm

ATTENDANCE

Present:	Councillor B Bassett, MP (Londonderry) (Chairman) Mr K Connolly, MP (Riverstone) Mr M Kayello, Roads and Traffic Authority Mr C DeSousa, Hawkesbury Valley Bus Service
Apologies:	Mr J Suprain, Roads and Traffic Authority Mr R Williams, MP (Hawkesbury) Snr Constable B Phillips, NSW Police Service Ms D Oakes, Community Safety Coordinator
In Attendance:	Mr C Amit, Manager, Design & Mapping Services Ms B James, Administrative Officer, Infrastructure Services

SECTION 1 - Minutes

Item 1.1 Confirmation of Minutes

The Chairman tendered an apology on behalf of the Police & the Member for Hawkesbury, advising that NSW Police Service & the Member for Hawkesbury concurred with recommendations as contained in the formal agenda and had granted proxy to himself to cast vote(s) on his behalf.

The committee resolved on the motion of Councillor B Bassett, seconded by Mr C DeSousa that the minutes from the meeting held 16 March 2011, be confirmed.

Item 1.2 Business Arising

There was no business arising.

SECTION 2 - Reports for Determination

Item 2.1 LTC - 20 April 2011 - Item 2.1 - Mt Wilson to Bilpin Bush Run 2011 - Mt Irvine Rd & Bells Line of Rd, Bilpin (Hawkesbury) - (80245, 73582)

REPORT:

Introduction

An application has been received from the Bilpin Rural Fire Brigade seeking approval (in traffic management terms) to conduct the Mt Wilson to Bilpin Bush Run on Saturday, 27 August 2011, from 10.00am to 2.30pm.

The event organiser has advised the following:

- The event is a fun/fitness run organised by the Bilpin RFS as a fundraising event that also promotes and develops training for personnel.
- The route of the Bush Run involves roads in the Blue Mountains and Hawkesbury Local Government areas.
- The event is an annual 37 kilometre Bush Run which starts at the Silva Plana Reserve – Queens Avenue, Mt Wilson (Blue Mountains Council) and proceeds mainly via fire trails and private property to a 1.0 kilometre long section of Mt Irvine Road, 2.0 kilometre long section of Bells Line of Road and terminates at Bilpin Community Hall – Bells Line of Road.
- Mt Irvine Road within the Hawkesbury LGA is a very low traffic gravel road (ADT < 100).
- The last section of the run is along the northern verge of Bells Line of Road, which is a State Road. Vehicular traffic and participants are separated by a verge of approximately 10 metres wide along this section of Bells Line of Road at all points.
- The shoulder of Bells Line of Road (on the section between Mt Irvine Road and Bilpin Community Hall) will not be used at all and any runners found running on the shoulder of Bells Line of Road or outside the designated course will be disqualified.
- There will be approximately 300 runners participating in the run.
- The set up and pack down times are between 7.00am and 5.00pm.
- Approximately 50 spectators are expected to attend.
- Off street parking will be provided at Bilpin community Hall for approximately 500 cars. It is expected that less than 200 cars will be parked at the Hall.

Refer to Attachment 1: Mt Wilson to Bilpin Bush Run – 2011: Plan No. TR005/11.

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 (RTA) as the event may impact on minor traffic and transport systems and there may be low scale disruption to the non-event community.

ORDINARY MEETING
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The event organiser has submitted the following items in relation to the event: Attachment 2 (Dataworks Document Nos: 3683107 & 3702023):

1. Special Event – Traffic – Initial Approval Application Form - HCC; Details of the Special Event – Traffic,
2. Special Event Transport Management Plan Template – RTA,
3. Transport Management Plan (TMP) - referred to in the application as Traffic Management Plan - without the associated Traffic Control Plan (TCP);
4. Copy of the application to the NSW Police Service.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor B Bassett, seconded by Mr M Kayello.
That

1. The Mt Wilson to Bilpin Bush Run - 2011 event planned for Saturday, 27 August 2011, be classified as a “**Class 2**” special event, in terms of traffic management, under the “Traffic and Transport Management for Special Events” guidelines issued by the 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 (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is 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 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, Fire and Rescue NSW, 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 which may be affected by the event for at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council**

- 4g. the event organiser is to directly notify 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;**
- 4h. 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 and The Blue Mountains National Park; **a copy of this approval to be submitted to Council;**
- 4i. the event organiser is to obtain approval from the respective Land Owners for the use of their land as part of the route for the event; **a copy of this approval to be submitted to Council;**
- 4j. the event organiser is to obtain approval from Blue Mountains Council for the use of their roads; **a copy of this approval to be submitted to Council;**
- 4k. the event organiser is to assess the risk and address the suitability of the entire route as part of the risk assessment considering the possible risks for all participants; This assessment should be carried out by visual inspection of the route / site by the event organiser prior to the event;
- 4l. the event organiser is to submit the completed "Special Event - Traffic - Final Approval Application Form" to Council;

During the event:

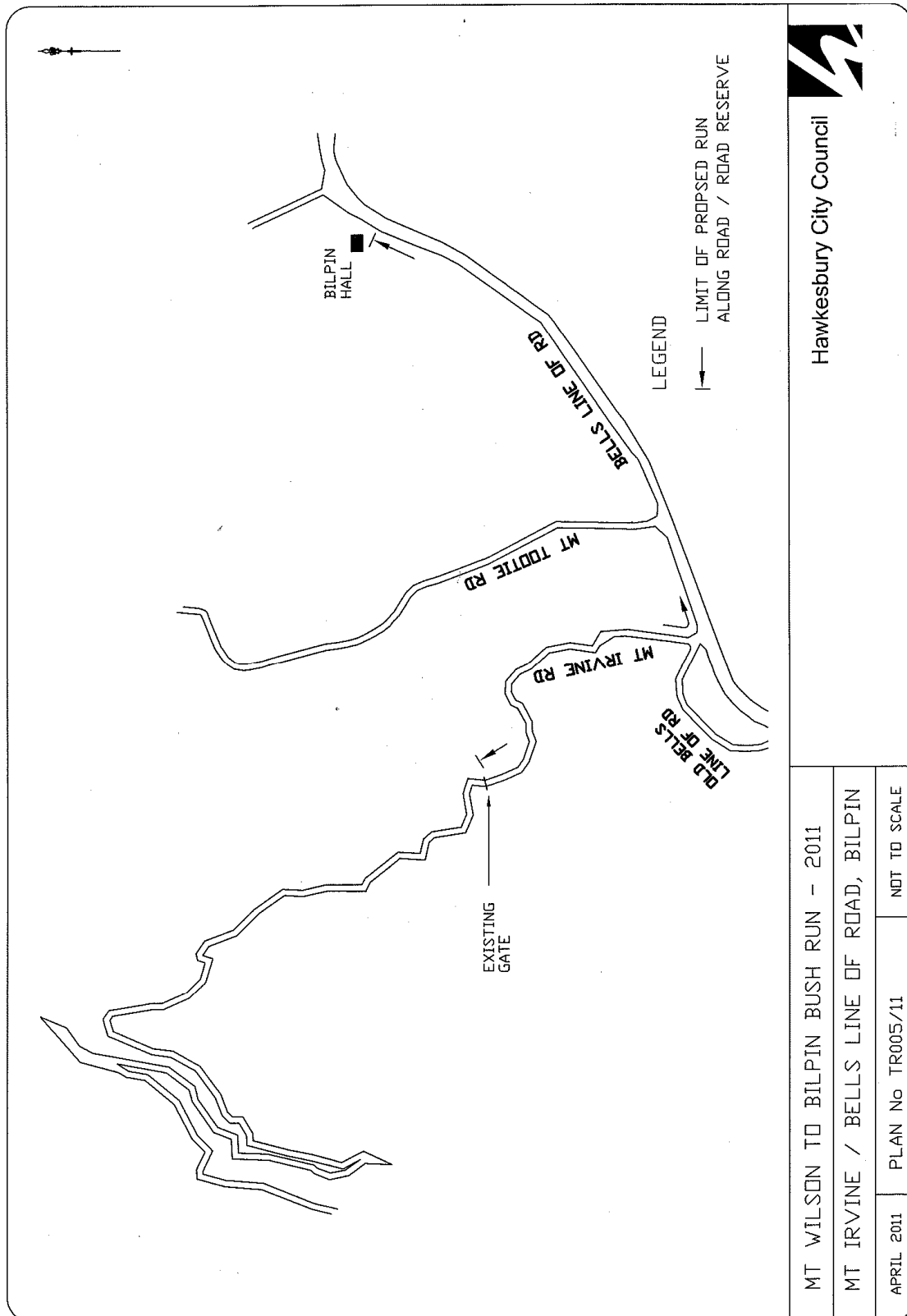
- 4m. access is to be maintained for businesses, residents and their visitors;
- 4n. a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;
- 4o. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the RTA;
- 4p. the runners are to be made aware of and are to follow all the general road user rules whilst running on public roads;
- 4q. 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;
- 4r. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4s. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity.

APPENDICES:

AT - 1 Mt Wilson to Bilpin Bush Run - 2011: Plan No. TR005/11.

AT - 2 Special Event Application - (Dataworks Document No. 3683107 & 3702023) - *see attached*

AT - 1 Mt Wilson to Bilpin Bush Run 2011 - Plan No.TR005/11



**Item 2.2 LTC - 20 April 2011 - Item 2.2 - All Holden Day - Holden Display Day 2011 -
Hawkesbury Showground, Clarendon - (Londonderry) - (80245, 114515)**

REPORT:

Introduction

An application has been received from All Holden Day Inc. seeking approval (in traffic management terms) to conduct the All Holden Day – Holden Display Day 2011 within the Hawkesbury Showground, Clarendon, on Sunday, 07 August 2011, which includes a 2 day Swap Meet to be held on Saturday, 06 August 2011 and Sunday, 07 August 2011.

The event organiser has advised the following:

- The times for operation are proposed from 6.00am to 5.00pm for both days.
- The showground is located on Racecourse Road, with the Hawkesbury Racecourse and the Clarendon Railway Station located opposite.
- The event is a display day for all original and modified Holden vehicles.
- The event is expected to attract approximately 800 entrants and 12,000 visitors.
- It is anticipated that most visitors will travel by car. They will park within the Hawkesbury Showground car parking area, and will be directed into the site via Gate 4, by accredited traffic controllers. Exit from the showground will be via Gate 1.
- There may be an increase to traffic flow on Hawkesbury valley Way on the Sunday morning with the majority of vehicles arriving between 6.00am and 8.00am

Discussion

Racecourse Road intersects with Hawkesbury Valley Way near the northern boundary of the showground site, and intersects with Blacktown Road approximately 3.5 kilometres to the south. Racecourse Road is a minor rural road of approximately 3.5 kilometres in length with the full length being sealed. The event organiser is anticipating that a high proportion of traffic is expected from the Hawkesbury Valley Way intersection. Both Hawkesbury Valley Way and Blacktown Road are main arterial roads.

Traffic congestion is likely to be concentrated in Hawkesbury Valley Way, from where the majority of vehicles will queue to enter Racecourse Road, and in Racecourse Road, as vehicles queue to enter parking areas. It is likely that some vehicles, to avoid the congestion at Hawkesbury Valley Way, will travel towards the intersection of Blacktown Road.

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 (RTA) as the event may impact on major traffic and transport systems and there may be low scale disruption to the non-event community

The event organiser has submitted the following items in relation to the event: Attachment 1 (Dataworks Document Nos: 3682761 & 3708256):

1. Special Event – Traffic – Initial Approval Application Form - HCC; Details of the Special Event – Traffic,
2. Special Event Transport Management Plan Template – RTA,
3. Event and Parking Layout for the showground,

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4. Traffic Control Plans (TCP),
5. Public Liability Insurance to the value of \$20,000,000, which expires on 31 October 2011 – however the interests of Council and RTA are not noted,
6. Copy of the application to the NSW Police Service
7. Copy of the Advertisement for the 2009 event,
8. Copies of correspondence forwarded to the NSW Police Service, NSW Ambulance Service, Richmond and Windsor Fire Brigade (Fire and Rescue NSW) and SES.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor B Bassett, seconded by Mr M Kayello.

That

1. The All Holden Day – Holden Display Day 2011 event within the Hawkesbury Showground, Clarendon, on Sunday, 07 August 2011, which includes a 2 day Swap Meet to be held on Saturday, 06 August 2011 and Sunday, 07 August 2011, be classified as a “Class 2” special event, in terms of traffic management, under the “Traffic and Transport Management for Special Events” guidelines issued by the 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 (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is 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 event incorporating the submitted Traffic Control Plan (TCP) to Council and the RTA for** acknowledgement;
- 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 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 Rural Fire Service 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 which may be affected by the event for at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council**

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- 4g. the event organiser is to directly notify 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;**
- 4h. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; **a copy of this approval to be submitted to Council;**
- 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;
- 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. in accordance with the submitted TMP and associated TCP, appropriate advisory signs, and traffic control devices are to be placed for the event, during the event, under the direction of a traffic controller holding appropriate certification as required by the RTA;
- 4o. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4p. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity.

APPENDICES:

AT - 1 Special Event Application - (Dataworks Document Nos. 3682761 & 3708256) - *see attached*

Item 2.3 **LTC - 20 April 2011 - Item 2.3 - St Albans Horse Endurance Ride 2011 - (Hawkesbury)**
- (80245, 99601, 114819)

REPORT:

Introduction:

An application has been received from the St Albans Committee seeking approval (in traffic management terms) to conduct the St Albans Horse Endurance Ride (also known as the Forgotten Valley Classic), in

ORDINARY MEETING
Reports of Committees

and around the St Albans and Macdonald Valley areas. The event will be held from Sunday, 12 June 2011 to Monday, 13 June 2011.

The event organiser has advised the following:

- This is an annual event which has been held over the last 32 years.
- The event is a 24 hour endurance ride commencing at 2.00am on Sunday, 12 June 2011 through to 2.00am on Monday, 13 June 2011.
- Set up for the event will commence on 11 June 2011 with event packdown on 13 June 2011.
- It is a 160 kilometre horse endurance event in conjunction with an 80 kilometre ride.
- It is part of the NSW State championships,
- Start and end point for the event will be within the St Albans village.
- St Albans Bridge, which is under the care and control of the Roads and Traffic Authority, will only be used in the event of flooding of the Macdonald River. All riders will be instructed to walk over the bridge.
- Road closures are not required.
- There will be approximately 120 horse riders participating.
- There will be approximately 50 spectators.
- Parking of vehicles will be predominantly on private land,
- All riders will be instructed to keep to the left hand side of the road and obey road rules,
- When riding in the dark on public roads all riders are required to either wear head lights on their helmets or carry torches.

Refer to Attachment 1(Dataworks Document No: 3700297) for the Event Route details.

The route of the ride is predominantly on the tracks within the Parr State Recreational Area, Yengo National Park, private farmlands and on the following public roads

- Upper Macdonald Road – Unsealed Road
- Wollombi Road – Sealed and Unsealed Road
- Settlers Road – Sealed and Unsealed Road
- Bulga Street – Sealed section
- Wrights Creek Road - Unsealed Road
- St Albans Road - Sealed Road
- Wharf Street – Sealed Road
- Webbs Creek Road - Unsealed Road
- Webbs Creek Mountain Road - Unsealed Road
- Crossing of the Macdonald River at various locations.

The event is also traversing along the Great Northern Road, which is under the care and control of the National Parks and Wildlife Service (Department of Environment, Climate Change and Water).

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 (RTA) as this event may impact minor traffic and transport systems and there is a low scale disruption to the non-event community.

The event organiser has submitted the following items in relation to the event: Attachment 1 (Dataworks Document No: 3700297):

1. Special Event – Traffic – Initial Approval Application Form - HCC; Details of the Special Event – Traffic,
2. Special Event Transport Management Plan Template – RTA,
3. Transport Management Plan –referred to in the application as Traffic Management Plan (TMP) and Traffic Control Plans (TCP),

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4. Event Route Maps
5. Public Liability Insurance to the value of \$20,000,000, which expires on 01 January 2012,
6. Copy of the application to the NSW Police Service,
7. Copy of the Advertisement for the event,
8. Copy of the correspondence to be forwarded to the Residents and Businesses,
9. Copies of correspondence forwarded to the NSW Police Service, NSW Ambulance Service, Waterway Authority (NSW Maritime), Department of Water and Energy (DECCW) and SES

Authorisation for the use of St Albans Bridge is required from the RTA.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor B Bassett, seconded by Mr M Kayello.

That

1. The St Albans Horse Endurance Ride event, in and around the St Albans and Macdonald Valley areas, planned from Sunday, 12 June 2011 to Monday, 13 June 2011 be classified as a **"Class 2"** special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by the 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 (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is 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 obtain approval from the RTA as the event may traverse across the "St Albans" Bridge; **a copy of the RTA approval to be submitted to Council;**
- 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 as outlined in the TMP;
- 4d. 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. the event organiser is to obtain the relevant approval from the Department of Environment, Climate Change and Water to cross the Macdonald 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 has been submitted to Council;**
- 4g. the event organiser is to notify the details of the event to Fire and Rescue NSW and NSW

- Rural Fire Service 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 which may be affected by the event for at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council**
- 4i. the event organiser is to directly notify 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 has been submitted to Council;**
- 4j. 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 the Parr State Recreational Area, Yengo National Park and the Great Northern Road. If the use of a Council Park/Reserve is required, written approval is required from Councils' Parks and Recreation section; **a copy of this approval to be submitted to Council;**
- 4k. the event organiser is to obtain approval from the NSW Land and Property Management Authority for the use any Crown Road or Crown Land; **a copy of this approval to be submitted to Council;**
- 4l. 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; **a copy of this approval to be submitted to Council;**
- 4m. the event organiser is to obtain any necessary approvals from adjoining Councils; **a copy of this approval to be submitted to Council;**
- 4n. the event organiser is to assess the risk and address the suitability of the entire route as part of the risk assessment considering the possible risks for all participants; This assessment should be carried out by visual inspection of the route / site by the event organiser prior to the event;
- 4o. the event organiser is to submit the completed "Special Event - Traffic - Final Approval Application Form" to Council;

During the event:

- 4p. access is to be maintained for businesses, residents and their visitors;
- 4q. a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;
- 4r. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the RTA;
- 4s. the riders are to be made aware of and are to follow all the general road user rules whilst riding on public roads;
- 4t. 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;
- 4u. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4v. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity, and,

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- 4w. 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 Special Event Application - (Dataworks Document No. 3700297) - *see attached*

Item 2.4 **LTC - 20 April 211 - Item 2.4 - Shahzada 400 Kilometre Horse Endurance Ride, St Albans 2011 - (Hawkesbury) - (80245, 86185, 114819)**

REPORT:

Introduction:

An application has been received from Shahzada Memorial Endurance Test Inc. seeking approval (in traffic management terms) to conduct the Shahzada 400 Kilometre Horse Endurance Ride, in and around the St Albans and Macdonald Valley areas. The event will be held over 5 days from Monday, 22 August 2011 to Friday, 26 August 2011.

The event organiser has advised the following:

- This is an annual event which has been held over the last 30 years.
- Set up for the event will commence on 21 August 2011 with event packdown on 27 August 2011.
- It is a 400 kilometre horse endurance event, held over 5 days in conjunction with a 120 kilometre ride.
- Each day the ride commences at 4.00am and concludes at 5.00pm.
- Start and end point for the event will be within the St Albans village.
- St Albans Bridge, which is under the care and control of the Roads and Traffic Authority, will only be used in the event of flooding of the Macdonald River. All riders will be instructed to walk over the bridge.
- Road closures are not required.
- There will be approximately 120 horse riders participating.
- There will be approximately 50 spectators.
- Parking of vehicles will be predominantly on private land,
- All riders will be instructed to keep to the left hand side of the road and obey road rules,
- When riding in the dark on public roads all riders are required to either wear head lights on their helmets or carry torches

Refer to Attachment 1 (Dataworks Document No: 3700296) for the Event Route details.

The route of the ride is predominantly on the tracks within the Parr State Recreational Area, Yengo National Park, private farmlands and on the following public roads;

- Upper Macdonald Road – Unsealed Road
- Wollombi Road – Sealed and Unsealed Road
- Settlers Road – Sealed and Unsealed Road
- Bulga Street – Sealed section
- Wrights Creek Road - Unsealed Road

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- Shepherds Gully Road – Unformed Road
- St Albans Road - Sealed Road
- Wharf Street – Sealed Road
- Webbs Creek Road - Unsealed Road
- Webbs Creek Mountain Road - Unsealed Road
- Crossing of the Macdonald River at various locations.

The event is also traversing along the Great Northern Road, which is under the care and control of the National Parks and Wildlife Service (Department of Environment, Climate Change and Water).

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 (RTA) 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 submitted the following items in relation to the event: Attachment 1 (Dataworks Document No: 3700296):

1. Special Event – Traffic – Initial Approval Application Form - HCC; Details of the Special Event – Traffic,
2. Special Event Transport Management Plan Template – RTA,
3. Transport Management Plan –referred to in the application as Traffic Management Plan (TMP) and Traffic Control Plans (TCP),
4. Event Route Maps,
5. Public Liability Insurance to the value of \$20,000,000, which expires on 01 January 2012,
6. Copy of the application to the NSW Police Service,
7. Copy of the Advertisement for the Event,
8. Copy of the correspondence to be forwarded to the Residents and Businesses,
9. Copies of correspondence forwarded to the NSW Police Service, NSW Ambulance Service, St Albans Rural Fire Service, SES and Waterway Authority (NSW Maritime).

Authorisation for the use of St Albans Bridge is required from the RTA

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor B Bassett, seconded by Mr M Kayello.

That

1. The Shahzada 400 Kilometre Horse Endurance Ride event, in and around the St Albans and Macdonald Valley areas, planned from Monday, 22 August 2011 to Friday, 26 August 2011 be classified as a “**Class 2**” special event, in terms of traffic management, under the “Traffic and Transport Management for Special Events” guidelines issued by the 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 (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is 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 obtain approval from the RTA as the event may traverse across the "St Albans" Bridge; **a copy of the RTA approval to be submitted to Council;**
- 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 as outlined in the TMP;
- 4d. 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. the event organiser is to obtain the relevant approval from the Department of Environment, Climate Change and Water to cross the Macdonald 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 has been submitted to Council;**
- 4g. the event organiser is to notify the details of the event to Fire and Rescue NSW 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 which may be affected by the event for at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council**
- 4i. the event organiser is to directly notify 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 has been submitted to Council;**
- 4j. 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 the Parr State Recreational Area, Yengo National Park and the Great Northern Road. If the use of a Council Park/Reserve is required, written approval is required from Councils' Parks and Recreation section; **a copy of this approval to be submitted to Council;**
- 4k. 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; **a copy of this approval to be submitted to Council;**
- 4l. 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; **a copy of this approval to be submitted to Council;**
- 4m. the event organiser is to obtain any necessary approvals from adjoining Councils; **a copy of this approval to be submitted to Council;**
- 4n. the event organiser is to assess the risk and address the suitability of the entire route as part of the risk assessment considering the possible risks for all participants; This assessment should be carried out by visual inspection of the route / site by the event organiser prior to the event;
- 4o. the event organiser is to submit the completed "Special Event - Traffic - Final Approval

Application Form" to Council;

During the event:

- 4p. access is to be maintained for businesses, residents and their visitors;
- 4q. a clear passageway of at least 4 metres in width is to be maintained at all times for emergency vehicles;
- 4r. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the RTA;
- 4s. the riders are to be made aware of and are to follow all the general road user rules whilst riding on public roads;
- 4t. 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;
- 4u. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4v. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity, and,
- 4w. 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 Special Event Application - (Dataworks Document No. 3700296) - *see attached*

SECTION 3 - Reports for Information

Item 3.1 **LTC - 20 April 2011- Item 3.1 - RTA Advice on Proposed Speed Limit changes to various roads in the Pitt Town area - (Hawkesbury) - (80245, 73621)**

REPORT:

Advice has been received from the Roads and Traffic Authority (RTA) indicating that a review of the existing speed limits along a number of local roads in the Pitt Town area have been undertaken to improve road safety. The information provided by the RTA in part is listed below (Dataworks Document No. 3720507).

"The Speed Management Unit has recently reviewed some local roads in Pitt Town. A number of these roads were found to have no posted speed limit.

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At this time a speed limit of 50 km/h has been proposed on the following roads;

- *Mitchell Rd*
- *Redfern Pl*
- *Bootles Ln*
- *Bona Vista Dr*
- *Pittsmoor St*
- *Johnston St*
- *Hawkesbury St*

An extension of the 50 km/h zone on Bathurst St is also proposed (180m northbound of the corner near Buckingham St).

In addition, a speed limit of 70 km/h has been proposed on Pitt Town Bottoms Road.”

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor B Bassett, seconded by Mr M Kayello.

That the information be received.

APPENDICES:

There are no supporting documents for this report.

SECTION 4 - General Business

Item 4.1 LTC - 20 April 2011 - QWN 4.1 - Request for update from the RTA in relation to the Richmond to North Richmond Traffic Audit

Previous Item: LTC – 10 February 2010

REPORT:

Mr B Bassett requested an update from the RTA on the current status with the Traffic audit between Richmond and north Richmond and if any outcomes have been determined.

The RTA representative Mr Michael Kayello advised the committee that computer modelling is in progress following on from previous data collection and analysis for the Richmond to North Richmond traffic audit.

The chair requested that the State members for Londonderry and Hawkesbury be briefed by the RTA in relation to the project status and options available for improving traffic movement between Richmond and North Richmond.

The RTA representative advised that he will organise a briefing session.

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COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor B Bassett, seconded by Mr M Kayello.

That the information be received.

APPENDICES:

There are no supporting documents for this report.

SECTION 5 - Next Meeting

The next Local Traffic Committee meeting will be held on 18 May 2011 at 3.00p, in the Large Committee Rooms.

The meeting terminated at 3.35pm

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ORDINARY MEETING
Questions for Next Meeting

QUESTIONS FOR NEXT MEETING

Councillor Questions From Previous Meetings and Responses - (105109)

REPORT:

Questions - 12 April 2011

#	Councillor	Question	Response
1	Paine	Enquired what Council could do about the Heavy Vehicles, who would be over the tonnage limit, coming along the Terrace.	Director Infrastructure Services advised that the recent traffic counts undertaken as part of the Windsor Traffic Study showed a significant number of heavy vehicles utilising The Terrace. It is proposed to have regulatory staff undertake patrols of the area.
2	Paine	Enquired about the status of the Windsor Traffic Study.	Director Infrastructure Services advised that traffic counts have been undertaken and the analysis and report is nearing completion.
3	Paine	Enquired as to the outcome of the meeting held by the Hawkesbury Tourism Group last month.	<p>General Manager advised that on 17 March, 2011 a public meeting was held to discuss tourism in the Hawkesbury Valley. The meeting was not held by any Hawkesbury Tourism Group, which was confirmed at the meeting. Invitations were sent by Mr Swaisland and via Hills, Hawkesbury and Riverlands Tourism (HHART) on behalf of Mr Swaisland.</p> <p>A range of people attended the meeting, including individuals, local business operators and business group members/representatives like Windsor Business Group and HHART. Three Council officers attended the meeting.</p> <p>Presentations considered at the meeting</p> <ul style="list-style-type: none"> Views that the Hawkesbury area had a wealth of product on which to base tourism businesses. The former Hawkesbury Tourism Board (or committee) that operated with the Visitor Information Centre was raised. Tourism Australia and Tourism NSW statistics that appeared to indicate visitor number trends in decline for the area. Visitor Information Centre has statistics that reveals other visitor data. Tourism businesses should work together to address visitor numbers by marketing 'what we've got' and in turn business sustainability.

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Questions for Next Meeting

#	Councillor	Question	Response
			<ul style="list-style-type: none"> The role of a large (or five star type) accommodation provider and events in the area attractors for visitors. Tourism businesses should support HHART for its marketing activities and hence its member benefits. <p>In general business, Mr Swaisland lead a discussion from the floor that arrived at the idea to approach Council about the information a local tourism reference group or committee (role, aims, resources not raised); and that the approach should be made by HHART. In this regard, Mr Swaisland undertook to approach HHART about the matter.</p> <p>Council has not been advised of any progress by Mr Swaisland nor been approached by HHART at this stage. However, it is noted that the matter would need to be addressed through HHART's meeting processes and this may still be occurring.</p>
4	Paine	Enquired as to what the Windsor Business Group did with Council's \$2,000 donation towards Christmas lights. She asked where the lights went, how many there were, where the lights are now and if they are ok to be reused this year.	<p>General Manager advised that representatives of the Windsor Business Group (WBG) advised that:</p> <ul style="list-style-type: none"> Rotating coloured lights were hired from a professional decorative lights company and installed on buildings in the Mall area, where permission to do so was obtained from property owners. This approach was taken to extend the amount of lights that could be displayed versus what might have been purchased and considering the timeframe. The hired lights came to about \$2,200 and the Council donation was used towards this, with the balance of \$200 being meet by WBG funds. The intention was to have lights strung across the Mall area but it was not possible to obtain permission from relevant property owners in the timeframe. A Christmas tree was considered, but funds were insufficient. <p>Council also resolved to donate \$200 towards prizes for the best lighting displays during the activity. WBG shared the prize money between two winners being Windsor Homestead (Home Store) and Trentino's on George. Councillor Reardon and Councillor Whelan attended a WBG function for prize presentation.</p>

ORDINARY MEETING

Questions for Next Meeting

#	Councillor	Question	Response
5	Paine	Enquired to what Council could do in relation to an ongoing problem with used syringes and needles in Deerubbin Park. She advised the needles are quite often around the toilet blocks, but they are now appearing on the playing fields.	Director Infrastructure Services advised that contact has been made with Windsor Police requesting regular patrols to this area. The users of the grounds have also been notified that there is an issue regarding needles and have been requested to inspect the fields prior to playing and report needles to the 'Needle Clean Up' hot line.
6	Williams	Enquired if the Richmond Markets were allowed back on the oval at Richmond Park.	Director Infrastructure Services advised Richmond Markets may utilise Richmond Park (outside the oval). Restrictions apply to use, due to the major refurbishment of the park and the requirements of the Richmond Park's Plan of Management. Stall holders would need to set up and remove their stalls whilst parked off site.
7	Williams	Enquired if Council could investigate creating truck parking bays/vehicles with trailers at the Wilberforce shops as the trucks are currently parking on the grassed areas.	Director Infrastructure Services advised that the matter is currently being investigated.
8	Rasmussen	Enquired if Council could investigate the drainage issues on Yarramundi Lane as the water sits on the side in steep ditches and doesn't drain away.	Director Infrastructure Services advised that this is a major issue which would possibly require the acquisition of easements and provision of funding for investigation and construction of drainage relief works.
9	Rasmussen	Enquired if there were any limits on truck sizes or length of trucks negotiating the corner on East Market and Windsor Roads, near the Commonwealth Bank.	Director Infrastructure Services advised that both East Market Street and Windsor Street at this intersection are state roads under the care and control of the RTA. As such the matter will be referred to the RTA for investigation.
10	Williams	Enquired if the park bench out the front of North Richmond shops, towards the lights and fronting Bells Line of Road could be repaired or replaced, but not removed permanently.	Director Infrastructure Services advised that arrangements will be made to have the bench replaced.
11	Reardon	Referred to the carpark at Kurrajong between the CWA and the Post Office and enquired if Council can assist in expediting the relocation of the charity bins, which have been an issue for some time.	The Director City Planning advised that the matter has been monitored by staff for the past two weeks and should the littering problem not be resolved assistance will be provided to find a more suitable location for the bins.

ORDINARY MEETING**Questions for Next Meeting**

#	Councillor	Question	Response
12	Whelan	Enquired if the Glossodia Poultry proposal would still be considered by the Joint Regional Planning Panel or will it be referred to Council.	The Director City Planning advised that this matter will be considered by the Joint Regional Planning Panel as the legislation dealing with the Panel has not changed. It is expected that the date for this Panel meeting will be set in the next few weeks.
13	Paine	Enquired if the group of bins (including skip bins) opposite Windsor Railway Station near the viaduct could be cleaned up.	The Director City Planning advised that this matter is being investigated with an aim to resolve the matter as soon as possible.
14	Porter	Enquired if the planter boxes in South Windsor Shopping Centre could be cleaned up as they are full of cigarette butts.	Director Infrastructure Services advised that the planter boxes have been cleaned and associated rubbish removed.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo



ordinary
meeting

end of
business
paper

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