



# Hawkesbury City Council

## ordinary meeting business paper

date of meeting: 24 February 2009

location: council chambers

time: 5:00 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 5:00pm with a break from 7:00pm to 7:30pm and are scheduled to conclude by 11:00pm. These meetings are open to the public.

When a Special Meeting of Council is held it will usually start at 7:00pm. 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 or by email at [fsut@hawkesbury.nsw.gov.au](mailto:fsut@hawkesbury.nsw.gov.au).

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.

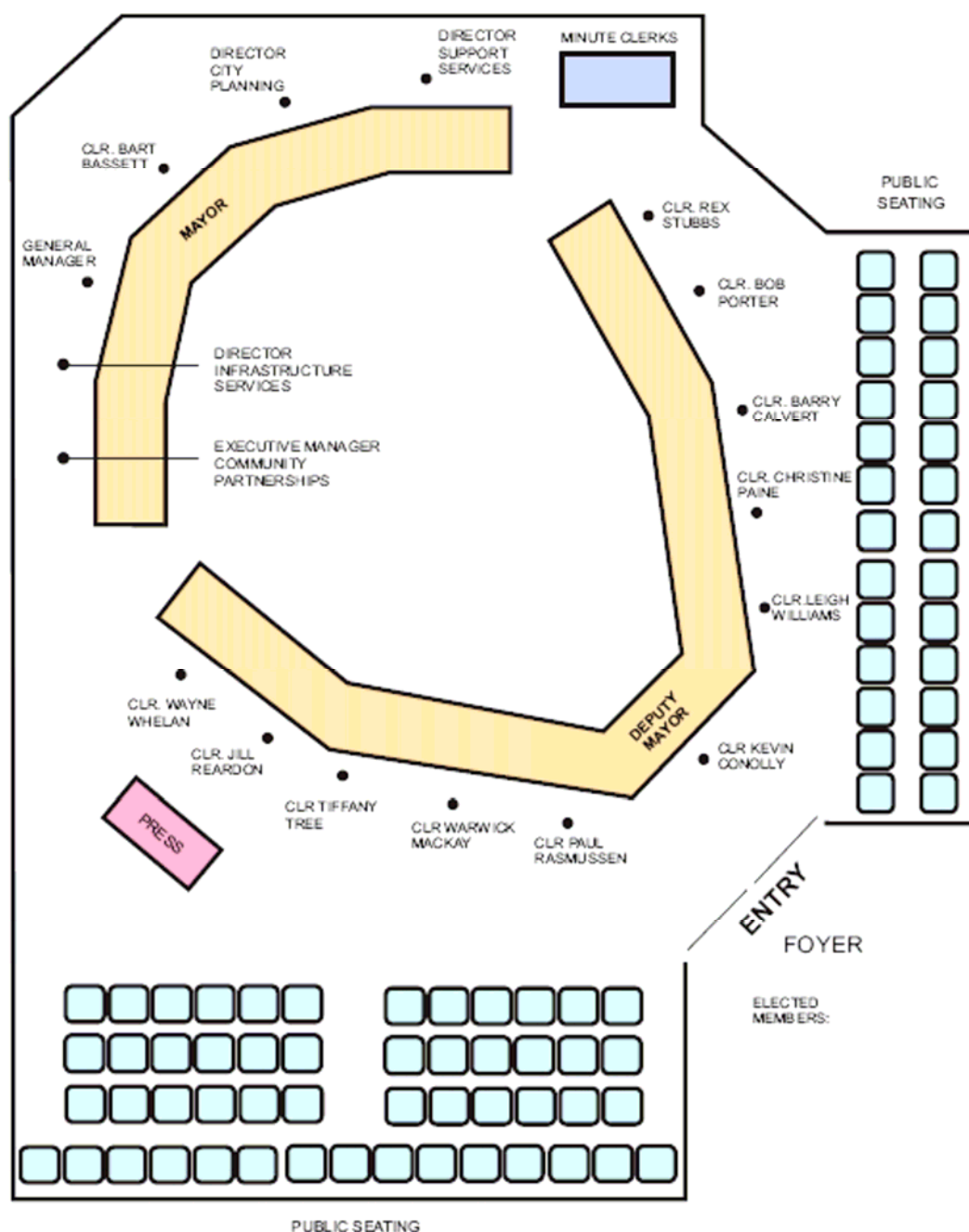
### **Website**

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](http://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.

# hawkesbury city council council chambers



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**SECTION 1 - Confirmation of Minutes**

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mayoral minutes

**ORDINARY MEETING**

**Mayoral Minutes**

**SECTION 2 - Mayoral Minutes**

**MM - Traffic Issues Throughout Richmond and North Richmond Areas - (79353)**

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**REPORT:**

At its meeting held on 12 August 2008, Council considered a Mayoral Minute in relation to the subject matter. Subsequently, the Council resolved as follows:

*"That the Minister for Roads be requested to undertake a review of the traffic issues throughout the Richmond and North Richmond areas with a view to identifying strategies to alleviate the significant delays being experienced by motorists during peak traffic periods, and the three Local State Members of Parliament and WSROC be asked to support Council's endeavours in this regard."*

Council has made appropriate representations in accordance with Council's resolution, however, there appears to be little positive response to date.

As indicated previously, and as Council would certainly acknowledge, significant traffic problems have been in existence between Richmond and North Richmond for a considerable period of time. It is not uncommon to have traffic backed up well into Richmond and North Richmond for an extended period and these conditions exacerbate the already lengthy travel times that residents must endure to get to and from work, which in turn impacts on the quality of life for themselves and their families.

Some upgrade works were undertaken at Grose Vale Road and Bells Line of Road some years ago, however, it is an understatement to state that significant traffic problems still exist in both the AM and PM peak periods significantly due to intersection problems in the North Richmond area.

It may be recalled that in December 2008 both the Minister for Roads and the Member for Londonderry, Mr A Shearan MP, were photographed at the North Richmond Bridge stating that they were aware of the traffic problems in the Richmond and North Richmond areas.

Also, the Local Traffic Committee has requested, and the local member has confirmed, that an investigation would be carried out by the RTA to identify the traffic problems and the RTA have confirmed at the Local Traffic Committee that this will be undertaken.

However, despite these assurances little action appears to be actually occurring and residents of the Richmond and North Richmond areas, as well as many other visitors attempting to travel through these areas, are continuing to suffer.

Accordingly, I would recommend that Council make further representations in an endeavour to progress actions to address this totally unacceptable situation.

**RECOMMENDATION:**

That the local State Member for Parliament, Mr A Shearan MP, be requested to work with the Minister for Roads to ensure that the Treasurer includes in the 2009/2010 State Budget an allocation for the commencement of intersection upgrades in the Richmond and North Richmond areas and that the State Budget Forward Estimates include funding for a by-pass around Richmond and North Richmond including a new river crossing.

**ORDINARY MEETING**

**Mayoral Minutes**

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF MAYORAL MINUTE Oooo**



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Notices of Motion

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**Notices of Motion**

**SECTION 3 - Notices of Motion**

**NM1 - Funding in Budget to Upgrade Existing Stormwater Drainage System, North Richmond - (80105)**

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**Submitted by:** Councillor L Williams

**NOTICE OF MOTION:**

That consideration be given to providing funds in this year's budget to upgrade the existing stormwater drainage system in North Richmond.

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF NOTICE OF MOTION Oooo**

## ORDINARY MEETING

### Notices of Motion

#### NM2 - New or Replacement Gutting to Comply with the Building Code of Australia - (80105)

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**Submitted by:** Councillor L Williams

#### **NOTICE OF MOTION:**

That a report be brought to Council as to how Council can amend the standard conditions of consent to explicitly ensure that all new approvals for building works involving new or replacement guttering comply with the Building Code of Australia.

#### **NOTE BY MANAGEMENT:**

Clause 98 of the Environmental Planning and Assessment Regulations 2000 states the following:

*"98(1) For the purposes of section 80A (11) of the Act, the following conditions are prescribed in relation to a development consent for development that involves any building work:*

- (a) that the work must be carried out in accordance with the requirements of the Building Code of Australia,*
- (b) in the case of residential building work for which the Home Building Act 1989....."*

As seen from above there is a requirement for consents involving building work to have a condition imposed that requires compliance with the Building Code of Australia (BCA). Council's standard condition that is placed on all development consents that involve building works states the following:

*"The development shall comply with the provisions of the Building Code of Australia at all times."*

The BCA deals with matters in the form of "Acceptable solutions" and performance or "Alternate solutions". This means that there are a number of ways in which a building can find a solution to comply with the BCA. A development consent cannot specify which part of the BCA is to be complied with, i.e., whether it must be an "acceptable" or "alternate" solution, or that a particular part of the BCA must be used. This is specified in Section 80A (10A) of the Environmental Planning and Assessment Act 1979 as follows:

*"80A (10A) A condition of a consent has no effect to the extent that it requires a compliance certificate to be obtained in respect of any development."*

The intent of this Section is that a building is certified to comply with the BCA by the Principle Certifying Authority (PCA), which may be either Council or a Private Certifier. How the building complies with the BCA is up to the PCA and cannot be specified by the Development Consent.

#### **ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF NOTICE OF MOTION Oooo**

ordinary

section 4

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for determination

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**SECTION 4 - Reports for Determination**

**GENERAL MANAGER**

**Item:21                      GM - Victorian Bushfire Appeal - (79351)**

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**REPORT:**

Following the recent tragic events associated with the devastating Victorian Bushfires and in accordance with discussions held at the Councillor Briefing Session on Tuesday, 10 February 2009 a Council donation of \$5,000 has been made to the Relief Appeal.

Council's Staff Social Club also conducted a fund raising drive amongst the staff in the week of 9 February 2009 which resulted in an amount of \$2,101.30 also being donated to the Appeal being organised by the Australian Red Cross Society.

The response from the entire Australian community in support of those who have and are suffering from this tragedy, particularly for those who may have lost family members; loved ones; friends and neighbours, has been overwhelming, both in financial and physical terms, and can only be admired and commended. Council will continue to monitor the situation with a view to providing further assistance, be it in a financial or physical form, if and when necessary or appropriate.

As provision for this donation was not included in Council's 2008/2009 Budget an appropriate adjustment in this regard will be made as part of the March Quarterly Review.

**Conformance to Strategic Plan**

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

*"Objective: An informed community working together through strong local and regional connections "*

**Funding**

An appropriate adjustment will be made as part of the March Quarterly Review in respect of this donation.

**RECOMMENDATION:**

That:

1. Council place on record its sincere and deepest regrets in respect of the recent tragic Victorian Bushfires and the devastation and loss of life that has occurred in that State and express its sympathy to all those effected by the fires, particularly for those who may have lost family members; loved ones; friends and neighbours.
2. The donation of \$5,000.00 to the Victorian Bushfire Appeal by Council be endorsed.
3. An appropriate adjustment in respect of this donation be made as part of the March Quarterly Review.

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**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF REPORT Oooo**



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### Item:22 GM - Tourism Program - December 2008 Quarter Report - (79351)

**Previous Item:** 227, Ordinary (11 November 2008)  
184, Ordinary (9 September 2008)  
57, Ordinary (8 April 2008)  
216, Ordinary (30 October 2007)  
89, Ordinary (29 May 2007)

#### REPORT:

Council at its meeting on 30 October 2007, considered a report on its commitment to the Tourism Program reflected in the Management Plan, and resolved:

*"That as part of its ongoing activities to promote tourism in the area:*

- 1. Council continue to operate the Visitor Information Centre at Clarendon for the 2008 year, whilst pursuing other possibilities and review the situation, if such a review has not been previously undertaken.*
- 2. Council liaise with the relevant tourism industry associations and representatives, including Hawkesbury Regional Tourism Association, beginning immediately with a view to exploring opportunities for working together on projects, promotion and marketing activities and operating the Visitor Information Centre.*
- 3. Council liaise with relevant adjoining Councils, including Baulkham Hills, Blue Mountains, Lithgow and Hornsby, with a view to establishing any regional approaches on key tourism projects like promotion and marketing, projects and strategic activities that are mutually beneficial.*
- 4. A quarterly report be submitted to Council regarding the progress of liaising with the relevant tourism industry associations and representatives."*

This report is the fourth of four quarterly reports (December 2008) on Council's tourism program, which addresses parts (2) and (4) of Council's resolution. The period covers the months of October to December 2008. Relevant happenings in the tourism industry associations since the December period will also be provided.

It is anticipated that a report in regard to part (1) of the above resolution will be submitted to the next Council Meeting.

The report also provides an update on part (3) of Council's resolution.

The following tourism industry associations and representatives have relevance to the Hawkesbury local government area.

#### **1. Tourism Industry associations and representatives**

##### **(a) Hills Hawkesbury and Riverland Tourism**

Hills Hawkesbury and Riverland Tourism (HHART), is a tourism association mainly representing accommodation operators within the region.

The third quarter report indicated that:

- The HHART was formalised as the new trading name.

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- A HHART Executive Officer was appointed in September 2008 for 12 months.
- The HHART Chairperson briefed Council Officers on 10 October 2008 on HHART's progress and Council's resolution of 27 May 2008 was initially discussed. It was advised that HHART is developing a 12 month business plan and will hold an inaugural function. In the first three months, HHART will focus on updating the THI website; undertaking a membership drive; and communicating with regional industry operators, the State Government and councils.
- HHART went to "Meeting Mart" on 28 October 2008, which is a conference and event organisers' event.
- HHART's held an inaugural function on Tuesday 11 November 2008 which was an industry information night to hear about HHART's business plan and activities for the next 12 months. Its primary function was a membership drive.

During the period, the following HHART activities have occurred.

- HHART's inaugural function was held on 11 November 2009, to launch the new name and promote membership to attendees. A Council Officer attended the meeting.
- HHART Newsletter of 2 February 2009 indicated it had 56 members.
- HHART (email) Newsletter established, consolidating information of interest to members from Tourism Australia, NSW Tourism and NSW Department of State and Regional Development; and providing information on HHART activities and happenings.
- HHART owned website ([www.hawkesburyaustralia.com.au](http://www.hawkesburyaustralia.com.au)) still being updated (i.e. remove references to THI).

Council Officers are pursuing a meeting with HHART and the other councils with the intention of formally gauging on going interest and support for a regional tourism group (of the three councils and HHART) now that HHART is established. While the concept of a group has been discussed, no meeting has taken place with all parties concerned at any one time. This is considered important, to not only discuss any relationship with HHART but also to gain support for a shared regional tourism message and activities of councils. It could be appropriate to work with or engage HHART to supply some regional marketing activities across the region, but a process of communication and activity endorsement is important first.

It should be noted that HHART is partnering with The Hills Council in terms of The Hills area local tourism program. Council may be aware that The Hills Council is establishing a new Visitor Information Centre at Rouse Hill. This would be additional to its Visitor Centre at Dural.

### **(b) Bilpin District Tourist Association NOW Hawkesbury Highlands Tourism**

Bilpin District Tourist Association (BDTA) is a tourism association mainly representing accommodation operators within the area.

The third quarter report indicated that:

- BDTA was completing the steps to become HHT.
- The association's website has been updated to reflect the new name - HHT.
- The association is aware of the creation of HHART, and is likely to work with it, along with Blue Mountains Tourism Ltd as they meet its needs.

During the period, the following HHT activities have occurred:

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- HHT was formalised as the new trading name.
- HHT Chairperson meet with Council Officers on 20 November 2008 to hear about HHT's future activities, to discuss how HHT might work with Council and other tourism industry groups (e.g. HHART and Blue Mountains Tourism Ltd), and to consider the new NSW Tourism Strategy and the perceived role of the Hawkesbury area and region in that document. There was support for working together on strategic tourism projects to help build tourism product (e.g. tours, brochures walks etc) and to participate in some brand/ promotion and marketing activities that are appropriate and of mutual benefit; and to better connect with Hawkesbury Visitor Information Centre.
- HHT Chairperson site visit of Hawkesbury Visitor Information Centre arranged for Monday 2 March 2009, to become familiar with the centre's visitor services role and to consider ways we can better work together through centre.
- HHT Vice-Chairperson to meet with HHART to consider how the two member associations might work together (at a business to business level).

### (c) Hills-Hawkesbury Tourism Taskforce

The Taskforce disbanded with the formation of HHART, during September 2008, having achieved its objective to create a regional tourism industry association. As previously advised, the Mayor, General Manager and Council Officers meet with the Taskforce about possible regional tourism projects that might occur after the regional tourism industry association was established - based around the Hawkesbury River as the anchor for the region and involving Hawkesbury, The Hills and Hornsby Councils. Council's resolved on 27 May 2008:

"That Council liaise with the:

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

In regard resolutions (1) and (2) above, HHART has indicated an interest in working with Council and informal discussions have taken place. More formal discussions are now recommended to progress the resolutions, now that HHART is established, to considered and assess what regional activities might take place. A joint meeting of the councils and HHART is being pursued. It would be essential that interested councils and HHART agree on a regional tourism and marketing message (or brand/ promotion) for the region to justify expenditure from Council's budget.

In regard to resolutions (3) and (4), both Hornsby and The Hills Council have previously advised that they are willing and interested in working with Council at a council-level on regional tourism projects of a shared vision/ common interest through their tourism development and economic development programs (reported in June Quarter report – Council meeting of 9 September 2008). This being a councils strategic tourism alliance. Hornsby Council acknowledged the formation of HHART, a member association operating in a

number of areas, but did not see a role with HHART by membership or direct funding (even in conjunction with the other two Councils). The Hills Council acknowledge the formation of HHART and sees HHART as a vehicle for delivering its (local and) regional marketing activities it has done to date, on a project by project basis. Notwithstanding this, interested councils and HHART would need to agree on any activities to ensure a shared regional message is conveyed.

## **2. Adjoining Councils**

Council Officers are liaising with and work with adjoining councils in regard to its resolution of 30 October 2007 and strategic alliances have been established to work together on a number of tourism related projects across the regions, depending on the area of market focus and subject to resources. There is strong support at a council level to participate in region-wide tourism projects that build tourism infrastructure and capacity, like brochures, drives, walkways, supporting events, promotion, branding and marketing (and perhaps in partnership with industry associations).

Council Officers and those of our tourism alliance councils (Blue Mountains, Hornsby, Lithgow, The Hills and Penrith) have been monitoring the development of the new NSW Tourism Strategy (see part 3 below), as it will have an impact on all councils involvement in tourism. The strategy's timing is impeccable, when layered over this Council's review of its tourism and working relationship with adjoining councils and tourism member associations.

It should be noted that Blue Mountains and Lithgow (council area and tourism business) are within the Blue Mountains Regional Tourism Organisation (RTO – Tourism NSW defined structure) and attracts some funding and resources from Tourism NSW. The other mentioned councils, including this Council, fall within the Sydney tourism region, which is not an RTO. Communication with Tourism NSW is direct (and fragmented).

## **3. State Government – Tourism NSW**

In previous quarter reports, it was reported that the NSW Government had decided to put in place a new NSW Tourism Strategy for NSW (Strategy). The Strategy was endorsed by the State Government in November 2008 as part of the mini-budget. The Strategy is attached for information.

The Strategy indicates substantial new spending by the NSW Government on its identified tourism activities (\$40 million over 3.5 years) with an expected cooperative funding from industry. Industry is a loose term but depending on the situation, this would include tourism industry businesses, State Government agencies and Local Government who contribute resources to tourism activity directly or indirectly. The strategy is to "...focus on improving NSW's tourism performance through enhancing promotion of Sydney and regional NSW, an expanding international presence and addressing supply-side issues." The Strategy has eight focus areas and within them there is reference to strengthening Visit Sydney and Greater Sydney within this (which includes Hawkesbury) as tourism destinations, establishing a Visit Sydney Industry Reference Group, establishing a Ministerial Tourism Taskforce on Local Government, and developing a Tourism Industry Plan among other things. There is little in the Strategy on funds that might be available to non-RTO areas (like councils in Greater Sydney). The Strategy will be further discussed in a Council report on part (1) of Council's resolution of 30 October 2007, that is being prepared.

### **Comment**

Both industry member groups operating in the Hawkesbury area have now re-invented and broadened their market/ customer focus, which they believe will better position themselves for the future in terms of industry development, individual business growth and customer attraction.

In respect to part (1) of Council's resolution of 30 October 2007, the Visitor Information Centre (under Council's operation) reports that for the December 2008 quarter, visitors to the Centre averaged 44 persons per day (7 day week) and had accommodation bookings with a total bookings value of \$6,060.00 (and commission to the Centre of \$606.00). This was up on the September 2008 quarter, which achieved accommodation bookings with a total bookings value of \$5,759.00. The Centre's role in the market is generally walk-in bookings and groups bookings. It is acknowledged that visitors/ tourists generally book

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accommodation before arrival directly with the supplier or via booking agencies. The Centre's strength is visitor services, and an expanded role in this. The season and broader economic conditions also influence travel behaviour.

### **Conformance to Strategic Plan**

The proposal conforms to the objectives set out in Council's Strategic Plan:

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

### **Funding**

All costs will be met from the approved 2008/2009 Budget.

### **RECOMMENDATION:**

That the Tourism Program – December 2008 Quarter report be received.

### **ATTACHMENTS:**

**AT - 1** NSW Tourism Strategy, November, 2008 - *(Distributed Under Separate Cover)*

**oooO END OF REPORT Oooo**

## ORDINARY MEETING

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**Item:23                      GM - Pitt Town Residential Precinct - Representation by Pitt Town Progress Association Regarding Proposed Pitt Town Bypass - (79351, 80293)**

**Previous Item:**            237, Ordinary (25 November 2008)

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### REPORT:

At the meeting of Council held on 25 November 2008 a report was considered as a result of a request from the Pitt Town Progress Association (PTPA) for Council to seek a delegation to the Minister for Planning and Minister for Roads *"to have the by-pass expedited as a matter of urgency by way of having the developer levies that were to be collected for the planned road shoulder and intersections (5) upgrade from McGraths Hill to Pitt Town, diverted for the purpose of the early construction of the by-pass."* A copy of this report is included as **Attachment 1** to this report.

At the meeting, representatives of the PTPA indicated that reference to intersection upgrades was not intended to suggest any delay of works that may be a safety related issue. Subsequently, the Council resolved:

*"That:*

- 1. Council seek a delegation to meet with the Minister for Planning and the Minister for Roads and appropriate representatives of their respective Departments, together with representatives of the Pitt Town Progress Association Inc. and the Johnson Property Group, with a view to facilitating the early provision of the proposed Pitt Town Bypass as suggested by the Association.*
- 2. The Pitt Town Progress Association Inc. be advised of the Council's actions in this regard.*
- 3. Pitt Town Centre be referred to the Local Traffic Committee for review.*
- 4. In addition, the Pitt Town Residents Group, Inc. be approached and if in support of the contents of the letter from the Pitt Town Progress Association supporting the bypass, be asked to attend the delegation as outlined in part 1 of the resolution."*

In accordance with part 4 of Council's resolution the Pitt Town Residents Group Inc. (PTRG) were approached to ascertain their interest in taking part in a delegation if Council's representations in this regard were successful. The PTRG subsequently indicated that while they were supportive of an approach to bring forward the construction of the Bypass they were concerned with the reference to possible delay of intersection upgrades in the submission from the PTPA.

As it would be desirable for all concerned groups to take part in any delegation, attempts have been made to clarify the situation regarding intersection upgrades with the PTPA. Whilst a number of clarifications were sought from the PTPA the PTRG have again indicated their reluctance to take part in a delegation whilst the issue of intersection upgrades is, in their mind, still in question. It appears that, partially, this view stems from that part of Council's resolution which refers to *"facilitating the early provision of the proposed Pitt Town Bypass as suggested by the Association"* which the PTRG considers unacceptable in regard to the intersection upgrades which they suggest has not been clarified to their satisfaction by the PTPA.

In this regard, at the meeting of Council held on 3 February 2009 when this issue was raised it will be recalled that Councillor Stubbs indicated that he understood that this issue had been clarified between the two groups. However, the following email was received from the Chairperson of the PTRG on 4 February 2009:

## ORDINARY MEETING

Meeting Date: 24 February 2009

*"Members of the Pitt Town Residents Group attended both recent meetings of the Pitt Town Progress Association and Hawkesbury City Council held on the 2nd and 3rd of February 2009*

*At the Monday night meeting of the Progress Association, questions were asked about correspondence the Progress Association had forwarded to both the Department of Planning and the Roads and Traffic Authority in regard to the proposed Pitt Town By-pass.*

*It appears they have chosen to make independent representations to both those departments in addition to Hawkesbury Council attempting to facilitate a meeting with those departments regarding the early construction of the Pitt Town By-pass.*

*Comments were then made at the Council Meeting on the 3rd of February 2009 by Councillor Stubbs indicating that there were no outstanding issues remaining between the Pitt Town Progress Association and the Pitt Town Residents Group in regard to the Pitt Town By-pass.*

*This is not correct.*

*Members of the Pitt Town Residents Group just chose not to raise the matter at the Progress Association Meeting.*

*We still believe that the issue needs to return to a Council Meeting and for Council to rectify the matter.*

*Your comments last night indicated that you had planned to have the matter return to a council meeting later this month.*

*We support that action and would appreciate it if you can please confirm that this is what will occur."*

In an attempt to overcome the situation between the two groups and facilitate a possible delegation involving all concerned parties it is suggested that Council clarify its resolution of 25 November 2008. Accordingly, the following recommendation is submitted for Council's consideration.

### **Conformance to Strategic Plan**

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

*"Objective: Investigating and planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future"*

### **Funding**

There are no direct financial implications from this report at this stage.

### **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:** 24 February 2009

### **RECOMMENDATION:**

That:

1. Further to Council's resolution of 25 November 2008 Council proceed to seek a delegation to meet with the Minister for Planning and the Minister for Roads, and appropriate representatives of their respective Departments, with a view to facilitating the early provision of the proposed Pitt Town Bypass by way of having the developer levies that were to be collected for the planned road shoulder upgrades from McGraths Hill to Pitt Town, diverted for the purpose of the early construction of the by-pass.
2. Representatives of the Johnson Property Group, Pitt Town Progress Association and Pitt Town Residents Group Inc. be invited to participate in the abovementioned delegation.

### **ATTACHMENTS:**

**AT - 1** Report to Council Meeting of 25 November 2008.



## ORDINARY MEETING

Meeting Date: 24 February 2009

### AT - 1 Report to Council Meeting of 25 November 2008.

#### **ITEM: 237 GM - Pitt Town Residential Precinct - Representation by Pitt Town Progress Association Regarding Proposed Pitt Town Bypass - (79351, 80293)**

At the meeting of Council held on 29 July 2008 a report by the Director City Planning was considered in relation to the approval on 10 July 2008 by the Minister for Planning under Part 3A of the *Environmental Planning and Assessment Act* of a proposal by the Johnson Property Group (JPG) for the provision of additional residential lots at Pitt Town.

Part of this approval also provided for a revised Section 94 Contributions Plan. In respect of the proposed Pitt Town Bypass the report, in part, noted:

*"The amendment provides for the following additional infrastructure and services to that which is already catered for in the current Section 94 plan:*

- .....
- .....
- .....
- .....
- .....
- .....
- .....
- Contribution to construction of Pitt Town Bypass of \$6,000,000 - this contribution is payable upon the development of all land within Catchment 5.
- Contribution to construction of Pitt Town Bypass of \$6,100,000 - this contribution is payable upon the development of land within Catchment 5 that is not subject to a voluntary planning agreement."

Subsequently, the Council resolved in part that:

*"Council write to the Minister for Roads requesting that the construction of the Pitt Town bypass be expedited in the knowledge that a funding stream is available through Section 94 Contributions and that a roundabout is not going to be constructed."*

Representations have been made to the Minister in accordance with Council's resolution.

In connection with the proposed Pitt Town Bypass a meeting of the Pitt Town Progress Association Inc. (PTPA) was held on 13 October 2008 to discuss the issue. As a result of this meeting a letter dated 24 October 2008 has been received from the PTPA advising the meeting had resolved to write to Council *"with a view to them establishing a delegation to meet with the Department of Planning and the Roads and Traffic Authority, the delegation to include the Progress Association and the Johnson Property Group."* A copy of the letter from the PTPA is included as **Attachment 1** to this report.

The PTPA has suggested that the purpose of this delegation would be *"to have the by-pass expedited as a matter of urgency by way of having the developer levies that were to be collected for the planned road shoulder and intersections (5) upgrade from McGraths Hill to Pitt Town, diverted for the purpose of the early construction of the by-pass."*

## ORDINARY MEETING

Meeting Date: 24 February 2009

The proposal suggested by the PTPA would be a possible manner of achieving the early completion of the proposed Pitt Town Bypass but would require the amendment of the current Section 94 Contributions Plan as approved by the Minister and the Voluntary Planning Agreement Entered into between the State Government and JPG.

In view of the history associated with the proposed Pitt Town Bypass it is suggested that Council may wish to support the suggestion and request made by the PTPA and seek an a delegation to further the proposal. If this were the case it is suggested that Council should seek such a delegation to both the Minister for Planning and the Minister for Roads, including appropriate representatives of their respective departments rather than simply to the Departments concerned as it would be necessary to amend the Section 94 Contributions Plan and the Planning Agreement between JPG and the State Government.

Accordingly, the following recommendation is submitted for Council's consideration.

### Conformance to Strategic Plan

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

*"Objective: Investigating and planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future"*

### Funding

There are no direct financial implications from this report at this stage.

### Planning Decision

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

### RECOMMENDATION:

That:

1. Council seek a delegation to meet with the Minister for Planning and the Minister for Roads and appropriate representatives of their respective Departments, together with representatives of the Pitt Town Progress Association Inc. and the Johnson Property Group, with a view to facilitating the early provision of the proposed Pitt Town Bypass as suggested by the Association.
2. The Pitt Town Progress Association Inc. be advised of the Council's actions in this regard.

### ATTACHMENTS:

AT - 1 Letter from Pitt Town Progress Association Inc. dated 24 October 2008.

ORDINARY MEETING

Meeting Date: 24 February 2009

AT - 1 Letter from Pitt Town Progress Association Inc. dated 24 October 2008

*Pitt Town Progress Association Inc.*

President: Harvey T. Read  
Telephone : 0245 808280  
Correspondence : PO Box 4021  
PITT TOWN NSW 2756

Hon. Secretary : Lola Johnston      Treasurer : Judy Newland  
Telephone : 0245 723239

24<sup>th</sup> October, 2008.

Mr. P. Jackson,  
General Manager,  
Hawkesbury City Council,  
PO Box 146,  
WINDSOR NSW 2756

Dear Sir,

**MAIN ROAD 181 BY-PASS PITT TOWN**

The proposed by-pass at Pitt Town has been 'on the drawing board' with the DMR/RTA for some 60 years.

Newspaper articles over the years show that in 1952 the DMR wrote to Council regarding the proposal and some 30 years later in 1982 Hawkesbury Shire Council supported the Pitt Town Progress Association in pushing the matter with the DMR.

Over the years there have been many serious accidents on the four corners that pass through the town and in one particular case four deaths occurred in the one accident at Hortons Bridge. The road through the town is used by sand haulage trucks travelling from Maroota and along with other vehicles average some 300 movements per hour.

It should be pointed out that at one of the intersections, e.g. Eldon & Chatham Streets, where there are three GIVE WAY signs and also the scene of numerous accidents, a present plan by the RTA is to delete the proposed upgrade of this intersection which included a roundabout because *'there is no need for this work to be carried out in addition to the Pitt Town By-pass works.'*

This Association has supported development at Pitt Town since 1981 with the provision of certain infrastructure. The number one priority has been and still is the construction of the by-pass. Council also nominated this as one of the conditions of approval by resolution on 31<sup>st</sup> July, 2007 stating *'that prior to the public exhibition of the draft LEP, the Johnson Property Group is to provide in writing, a commitment from the RTA that the construction of the Pitt Town By-pass will be completed either by the RTA or the Johnson Property Group prior to the release of any allotment generated from the rezoning'*. Signage erected by the proponent developer Johnson Property Group also indicated a by-pass would be coming to Pitt Town which was one of the reasons residents supported the development.

ORDINARY MEETING

Meeting Date: 24 February 2009

-2-

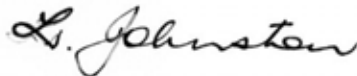
After considerable delay with development approval, the Minister for Planning 'called in' the development proposal under Part 3A of the Environmental Planning and Assessment Act to take control of the development.

Approval was gazetted by the Minister on 18<sup>th</sup> July, 2008 and as part of the planned infrastructure, the construction of the by-pass was to be included and funded from Section 94 funds, but would be constructed towards the latter stages of the development. It appears that the construction of the by-pass has been put on the back burner once again.

Our Association considers that too many compromises have taken place since the original development proposal and accordingly at the meeting of the Progress Association held on Monday 13<sup>th</sup> October, 2008, it was resolved by the members to once again approach Hawkesbury City Council with a view to them establishing a delegation to meet with the Department of Planning and the Roads and Traffic Authority, the delegation to include the Progress Association and the Johnson Property Group. The purpose of the meeting would be to have the by-pass expedited as a matter of urgency by way of having the developer levies that were to be collected for the planned road shoulder and intersections (5) upgrade from McGraths Hill to Pitt Town, *diverted for the purpose of the early construction of the by-pass.*

This Association would be pleased if Council could see its way clear to organise a delegation to meet with the Departments mentioned and advise us of future developments.

Yours faithfully,



Lola Johnston  
Hon Secretary  
for and on behalf of the  
Pitt Town Progress Association Inc.

c.c. General Manager, Hawkesbury City Council, Mr. P. Jackson  
Director City Planning, " Mr. M. Owens  
Mayor of Hawkesbury, Councillor B. Bassett &  
Councillors B. Calvert, K. Conolly, W. Mackay, C. Paine, B. Porter,  
P. Rasmussen, J. Reardon, Dr. R. Stubbs, T. Tree, B. Whelan, & L. Williams.  
The Hon. K. Keneally, MP, Minister for Planning  
The Hon. M. Daley, MP, Minister for Roads  
Mr. John Hart, Transport Planning Section, RTA.  
Mr. Ray Williams, State Member for Hawkesbury.  
Ms. Louise Markus, Federal Member for Greenway

oooO END OF REPORT Oooo

## ORDINARY MEETING

Meeting Date: 24 February 2009

**Item:24**                      **GM - Hawkesbury Newspapers -Excellence in Business Awards 2009 - (79351, 85857)**

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### REPORT:

The Hawkesbury Excellence in Business Awards (Awards) is an initiative of the Hawkesbury Newspapers group and it has been in operation since 2004. Council has supported the Awards as a sponsor since 2004. Council has been invited to once again sponsor the Awards in 2009. One of the four Focus Areas of Council's Strategic Plan is Business Development (see conformance to Strategic Plan below for more detail) and the Awards are one way in which Council can support and encourage the business community, especially as they are a skills/ performance based award not popularity based award.

Details about the Awards, advised by Hawkesbury Newspapers, are:

- The Awards program aims to encourage business to achieve, or aspire to achieve excellence and a key purpose is to develop and grow Hawkesbury business by encouraging, coaching and rewarding good business practice, and hence encouraging superior business practice;
- The Award program will be run from mid-February to April 2009, with the Awards presentation event being held on 1 May 2009. Weekly promotion of the Awards will be in Hawkesbury Newspapers;
- The Awards are a recognised program in the business community for encouraging excellence in business practise;
- The Awards have a higher standard of assessment of entrant businesses, which includes a site visit and interviews by judges, consideration of business and marketing plans etc;
- The Awards are operated on a not-for-profit-basis, with funds used to cover program costs including prize money and the Awards presentation event; and
- Hawkesbury Newspapers is keen to expand the Awards in the future under the guidance of the (new) manager of the Hawkesbury Newspaper group.

Details about the sponsorship invitation to Council are:

- Mayor invited to present award(s);
- Gold sponsor at \$5,000;
- Promotion of Council and sponsorship level in:
  - Naming rights for one award and inclusion of Council logo on trophy,
  - Council's logo on finalist and winners certificates,
  - Opportunity to present award(s) at Awards presentation event,
  - Council advertising and logos in Awards program,
  - Recognition of Council as a sponsor in communications at the Awards presentation event,
  - Promotional advertising during lead up period in the Hawkesbury Newspapers (i.e. The Gazette and Courier),
  - Inclusion in general editorial in weekly Hawkesbury Newspapers,
  - Exclusive editorial in lead up to Awards and in finalist feature in Hawkesbury Newspapers,
  - Council advertisement published in Winners Feature in the Hawkesbury Newspapers on two occasions, (10x4), and
  - Four tickets for the Awards presentation event,

## ORDINARY MEETING

Meeting Date: 24 February 2009

- Other sponsors for this years Awards include Penrith and District Business Advisory Centre (which covers Penrith Hawkesbury and Blue Mountains areas), Hawkesbury City Chamber of Commerce, Westpac and Telstra.

### Comment

It is considered that the Awards are a worthwhile cause and an important way in which Council in partnership with the organiser can encourage a good business practice and recognised excellence and business leadership. The Awards is an alternative to the general popular business awards offered in other local government areas across NSW and are a preferred award scheme because it is based on business skills and performance assessed by the local business community (and peers).

It is considered that Council should support the Awards in 2009. The sponsorship funds sought are the same amount provided in past years and therefore does not place any additional burden on Council's budget.

### **Conformance to Strategic Plan**

This proposal is deemed to conform to the objectives as set out in Council's Strategic Plan, i.e.

*Objective: "A prosperous community sustained by a diverse local economy that encourage innovation and enterprise to attract people to live, work and invest in the City."*

*Strategic direction: "Establish operational capacity to foster partnerships that support business innovation and investment."*

### **Funding**

Sponsorship costs will be met from the approved 2008/2009 Budget.

### **RECOMMENDATION:**

That:

1. Under the provisions of Section 356 of the Local Government Act 1993, Council be a Gold Sponsor of the Excellence in Business Awards 2009 to the value of \$5,000 and that Council's standard Sponsorship Agreement be entered into in respect of this event.
2. Council liaise with Hawkesbury Newspapers about sponsorship benefits from the Excellence in Business Awards 2009.

### **ATTACHMENTS:**

There are no supporting documents for this report.

oooO END OF REPORT Oooo

**Item:25                    GM - Contingency Reserve - Purpose and Possible Partial Use - (79351)**

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**REPORT:**

The Council's current Contingency Reserve was established in 2006 when the surplus from the June Quarterly Review and finalisation of the 2005/2006 final accounts was transferred to this new Reserve. This followed a considerable number of quarterly reviews that were initially in deficit requiring cuts to budgets to bring them into balance. In fact, in preceding years some \$2m had to be cut from the budgets each year to ensure they remained in balance.

In establishing the Contingency Reserve it was indicated that its purpose was to provide a source for meeting, if necessary, deficits in future quarterly reviews if they should occur or to provide a source of funds to meet unexpected expenditure requirements or a reduction in income should they occur and not be able to be met from normal budgetary actions.

It will be noted that elsewhere in this Business Paper the December 2008 Quarterly Review is presented and shows the transfer of a small surplus of \$19,182 into the Contingency Reserve. Subsequently, the Contingency Reserve will total some \$899,000. The Contingency Reserve has been built up from modest surpluses from the last 10 quarterly budget reviews and is a significant achievement given the negative results that occurred in the 2004/2005 and 2005/2006 financial years.

However, this is not to suggest that a similar situation could not recur in the future and Council's management of the Contingency Reserve should reflect this possibility. In fact, the preparation for the 2009/2010 draft budget is showing that some considerable difficulties are to be faced in producing a balanced budget due to lower interest rates affecting forecast investment earnings, the economic slowdown affecting income levels and ongoing cost pressures (inflation 3.7%) in both operational and capital budgets. It will also be difficult to maintain Council's financial position during the forthcoming year and will require close monitoring.

From another prospective, the Contingency Reserve was established to benefit the community with a buffer against possible future requirements to reduce budgets so an issue is what level the Reserve should actually be maintained at.

As such, in view of the current level of the Contingency Reserve, which should be able to be maintained during the current financial year, and the continual need for additional funds to maintain Council's road infrastructure, I would like to recommend that an amount of \$275,000 should be allocated from the Contingency Reserve toward a supplementary road shoulder maintenance program, in addition to funds that have already been allocated as part of the 2008/2009 Budget.

To assist in this matter, the Director Infrastructure Services has prepared a supplementary road shoulder maintenance program for the above-suggested amount, a copy of which is included as Attachment 1 to this report. This program has been developed on the basis of providing shoulder maintenance to areas of high priority as identified by Council's road maintenance programs.

A recommendation for the allocation of these funds is not taken lightly, however, it is suggested that it would not be unreasonable, in view of the current level of the Contingency Reserve, for a proportion to be allocated toward further maintenance of Council's infrastructure for the benefit of the community.

**Conformance to Strategic Plan**

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

*"Direction: Establish a framework to define and equitably manage the infrastructure demands of the City."*

**ORDINARY MEETING**

**Meeting Date:** 24 February 2009

**Funding**

It is proposed that an amount of \$275,000 be allocated from the Contingency Reserve for the purposes of a supplementary road shoulder maintenance program.

**RECOMMENDATION:**

That an amount of \$275,000 be allocated from Council's Contingency Reserve for the purposes of conducting a supplementary road shoulder maintenance program as identified in Attachment 1 to the General Manager's report in this regard.

**ATTACHMENTS:**

**AT - 1** Suggested supplementary road shoulder maintenance program.



**ORDINARY MEETING****Meeting Date:** 24 February 2009**AT - 1 Suggested supplementary road shoulder maintenance program.**

<b>Shoulder Program</b>			
<b>Road</b>	<b>Location</b>	<b>Length (km)</b>	<b>Estimate</b>
Spinks Road	Creek Ridge Road to Mitchell Drive & Various sections between Golden Valley Drive and Kurmond Road	6.2	\$19,835.00
Kurmond Road	Various sections of the full length	20	\$53,765.00
Single Ridge Road	Various sections between Slopes Road & Comleroy Road	1.5	\$4,700.00
Crooked Lane	Various sections between Bells Line of Road and Slopes Road & between Maddens Lane & Kurmond Road	3.2	\$5,449.00
Tennyson Road	Various sections between East Kurrajong Road & Kurmond Road	8.5	\$21,590.00
Comleroy Road	Various sections between Roxana Road & Blaxlands Ridge Road	8	\$20,426.00
West Portland Road	Various sections between Sackville Road & Colo River	18	\$47,309.00
Grose Vale Road	Various Sections between Sydney water depot and Drummond Road	10	\$24,543.00
Hermitage Road	Various sections between Bells Line of Road to Douglas Farm Road	3	\$15,985.00
Pitt Town Dural Road	Various sections between Whitmore Road & Pebbly Hill Road	2.6	\$8,574.00
Scheyville Road	Various sections between Old Stock Route Road & Pitt Town Dural Road	7.7	\$18,828.00
Old Stock Route Rd	Sections between Scheyville Road and Old Pitt Town Road	4	\$14,713.00
Creek Ridge Road	Putty Road to Old East Kurrajong Road	7.2	\$19,283.00
Total		99.9	\$275,000.00

**oooO END OF REPORT Oooo**

## ORDINARY MEETING

Meeting Date: 24 February 2009

### Item:26                    **GM - Hawkesbury Sister City Association Inc. - Review of Delegation of Authority and Program Policy - (79351)**

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#### **REPORT:**

At the meeting of Council held on 3 February 2009 Council considered a report regarding a review, as required under the provisions of Section 377 of the *Local Government Act*, of delegations of authority extended by Council, including the delegation of authority extended to the Hawkesbury Sister City Association Inc. (the Association).

In the previous report it was suggested that the delegation to the Association could be extended to recognise the establishment of Council's City/Country Alliances as the Association's involvement in these alliances was under discussion.

Subsequently, the Council resolved, in part, that:

*"The existing authority delegated to the Hawkesbury Sister City Association be reviewed and remain in force and be reported back to Council on expanding the delegations to include the City/Country Alliance following the forthcoming meeting with the Sister City Association."*

A meeting in this regard was held with representatives of the Association on 9 February 2009 and it was indicated that the Association would be prepared to further explore and develop its involvement with Council's City Country Alliances and would be happy to accept the extension of its delegated authority to recognise this. This was also agreed to at a subsequent meeting of the Association.

The revised delegation of authority that was proposed in the previous report was as follows:

*"Pursuant to the provisions of Section 377 of the Local Government Act 1993, that Council delegate authority to the Hawkesbury Sister City Association to promote, on Council's behalf, understanding at all levels of the local community on a continuing basis with Sister Cities and/or City/Country Alliances as determined from time to time by the Association and Council, and to develop and conduct sporting, youth, cultural and other appropriate exchange programs in association with established Sister City relationships and/or City/Country Alliances."*

As a result, it is also suggested that the Council's Sister City Program Policy should also be amended to also reflect the Council's City/Country Alliances and a proposed amended policy is included as Attachment 1 to this report. Proposed additions to the existing policy are shown underlined.

#### **Conformance to Strategic Plan**

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

*"Objective: Investigating and planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future."*

#### **Funding**

There are no funding implications associated with this report.

## ORDINARY MEETING

Meeting Date: 24 February 2009

### RECOMMENDATION:

That:

1. The authority delegated to the Hawkesbury Sister City Association be amended to provide as follows:

*"Pursuant to the provisions of Section 377 of the Local Government Act 1993, that Council delegate authority to the Hawkesbury Sister City Association to promote, on Council's behalf, understanding at all levels of the local community on a continuing basis with Sister Cities and/or City/Country Alliances as determined from time to time by the Association and Council, and to develop and conduct sporting, youth, cultural and other appropriate exchange programs in association with established Sister City relationships and/or City/Country Alliances."*

2. The amended Sister City Program Policy, to be known and the Sister City and City Country Alliance Program Policy, as attached to the report be adopted by Council.

### ATTACHMENTS:

**AT - 1** Amended Sister City Policy (additions to the existing policy are shown underlined)

## ORDINARY MEETING

Meeting Date: 24 February 2009

### **AT - 1 Amended Sister City Policy (additions to the existing policy are shown underlined)**

Hawkesbury City Council in implementing its Corporate Plans undertakes a Sister City Program, to develop networks of communication between the cities of the world through understanding and friendship and the International Sister City Movement and establishes City/Country Alliances with councils outside the Sydney metropolitan area to develop understanding and cooperation between the communities and councils of both areas.

That Council pursue its Sister City Program with its existing two sister cities being Temple City, California (USA) and Kyotamba, Kyoto (Japan), and any other sister city partnerships from time to time as adopted by Council:

- (a) in accordance with a Sister City Agreement with each sister city ; and
- (b) in accordance with an executed Sponsorship Agreement with the Hawkesbury Sister City Association, as required by Council's Sponsorship Policy (adopted 13 March 2007).

That the Sister City and City/Country Alliance Program to include provision for culture, sport and youth exchanges and:

- a) A Hawkesbury Sister City Association - Contribution. That Council make annual funds available to the Hawkesbury Sister City Association (established 1983) to undertake certain Sister City Program activities on behalf of Council, including student exchange and adult exchange activities.
- b) A Student Exchange activity - Contribution. That Hawkesbury high school students, who are residents or who attend schools in Hawkesbury City, participating in an annual exchange visit to Temple City or Kyotamba be given \$500 towards expenses. Maximum 12 students per year (up to \$6,000), being up to six students visiting Temple City and up to six students visiting Kyotamba. Selection process by Hawkesbury Sister City Association.
- c) Partnership Development – Other Programs. That synergies between this program and any other Council programs, like the City-Country Alliance Program (Cabonne Council and Weddin Shire Council), be developed in partnership with Hawkesbury Sister City Association. [“Collaboration and Partnerships between councils”, NSW Department of Local Government 2007].

oooO END OF REPORT Oooo

## ORDINARY MEETING

Meeting Date: 24 February 2009

### Item:27                    **GM - Sister City Program Policy - Student Exchange Donation, Temple City and Kyotamba 2009 - (79351, 73610)**

#### **REPORT:**

Council at its meeting held on 10 July 2007, adopted its (International) Sister City Program Policy (Policy). Council will be aware that in adopting the Policy, it also delegated authority to the Hawkesbury Sister City Association (Association) to undertake appropriate exchange programs on Council's behalf with our two sister cities, under Section 377 of the Local Government Act, 1993. Whilst the Policy is the subject of a separate report to this meeting regarding its possible amendment this does not effect or alter the purpose of this report.

A key activity of the Association is the annual student exchange program. This program provides the opportunity for up to 12 high school students to take part in exchange visits, where by six students may visit Temple City (California), USA and six students may visit Kyotamba (Kyoto), Japan staying with host sister city families. In reply, students from Temple City and Kyotamba also visit the Hawkesbury Local Government Area as part of their annual student exchange programs. The Association undertakes an application and selection process and it is noted that parents and guardians primarily fund the student travel costs.

The Association has advised that the Temple City student exchange will take place from 28 March 2009 to 26 April 2009 and the Kyotamba student exchange will take place from 23 May 2009 to 20 June 2009.

Students have been selected on the basis of being a resident of the Hawkesbury area and/ or attending a Hawkesbury area school in accordance with the Policy.

The Association has advised that the following students have been selected to visit Temple City, being:

- |    |                 |                                       |
|----|-----------------|---------------------------------------|
| 1. | Mr Hugh Bonner  | St Pauls Grammar (of North Richmond)  |
| 2. | Mr Luke Simpson | Hawkesbury High School (of Ebenezer)  |
| 3. | Ms Sharna Ford  | Bede Polding College (of Bligh Park)  |
| 4. | Mr Joel Barrett | Penrith High School (of Bligh Park)   |
| 5. | Ms Gemma Carter | Richmond High School (of Londonderry) |
| 6. | Mr Nick Howard  | Richmond High School (of Richmond)    |

The Association has advised that the following students have been selected to visit Kyotamba, being:

- |    |                       |  |
|----|-----------------------|--|
| 1. | Mr Sterling Thomas    | Hawkesbury High School (of East Kurrajong) |
| 2. | Ms Elizabeth Thompson | Bede Polding College (of Bligh Park)       |
| 3. | Ms Sally O'Brien      | Bede Polding College (of Windsor)          |
| 4. | Ms Rebecca Brown      | Colo High School (of East Kurrajong)       |
| 5. | Ms Zoe McMillan       | Colo High School (of Kurrajong Heights)    |

It has been the practice of Council throughout the operation of the Sister City Program to make a donation of \$500 to each student visiting a sister city to help with travel and daily costs while overseas. The donation has been included in approved budgets each year.

It is recommended that Council continue to support the student exchange program by making a donation to the nominated students to help with their travel and daily costs while visiting Kyotamba and Temple City, as part of the sister city student exchange program.

It is noted that the Policy requires Council and the Association to sign a sponsorship agreement in accordance with the Sponsorship Policy. The Sponsorship Policy also requires all requests for Section 356 financial assistance to be reported to Council for determination.

## ORDINARY MEETING

Meeting Date: 24 February 2009

### Conformance to Strategic Plan

This proposal is deemed to conform to the objectives as set out in Council's Strategic Plan, i.e:

*"Objective: A prosperous community sustained by a diverse local economy that encourage innovation and enterprise to attract people to live, work and invest in the City."*

*"Objective: An informed community working together better through strong local and regional connections."*

### Funding

All costs will be met from the approved 2008/2009 Budget.

### RECOMMENDATION:

That under the provisions of Section 356 of the Local Government Act 1993 Council donate \$500 to each student participating in the 2009 student exchange program visit to Temple City and Kyotamba in accordance with the Sister City Program Policy being:

- a) Mr Hugh Bonner
- b) Mr Luke Simpson
- c) Ms Sharna Ford
- d) Mr Joel Barrett
- e) Ms Gemma Carter
- f) Mr Nick Howard
- g) Mr Sterling Thomas
- h) Ms Elizabeth Thompson
- i) Ms Sally O'Brien
- j) Ms Rebecca Brown
- k) Ms Zoe McMillan

### ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

## ORDINARY MEETING

Meeting Date: 24 February 2009

Item:28                      **GM - 5th Annual Australian Water Summit 2009 - 1st to 3rd April 2009 in Sydney - (79351)**

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### REPORT:

The 5<sup>th</sup> Annual Australian Water Summit 2009, will be held 1<sup>st</sup> to 3<sup>rd</sup> April 2009 in Sydney.

The theme for the 5th Annual Australian Water Summit 2009 is "**Sustainable Water Resources Management**". This year's forum features an expanded water management technical expo, offering industry suppliers the opportunity to demonstrate products, services and water management solutions

The 5th Annual Australian Water Summit Sydney 2009 will tackle key water management and security of supply issues including:

- Next step to water policy reforms
- Drought management
- Urban and regional demand management
- Impact of climate change on water resources
- Security of supply
- Pricing & access
- Water trading
- Desalination
- Reuse/recycling
- Wastewater management
- Water accounting/measurement
- Water access entitlements
- Groundwater management
- Conservation
- Customer care and billing
- Project management

Cost of attendance at the 5<sup>th</sup> Annual Australian Water Summit 2009 will be approximately \$3,720.00 (including accommodation and expenses) plus travel expenses per delegate.

#### Budget for Delegates Expenses – Payments made

- |   |             |
|---|-------------|
| • Total budget for Financial Year 2008/2009 | \$40,000.00 |
| • Expenditure to date                       | \$17,992.00 |
| • Budget balance as at 11/2/09              | \$22,008.00 |

### Conformance to Strategic Plan

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

*"Objective: Investigating and planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future"*

### Funding

Funding for this proposal will be from the Delegates Expenses Budget.

## **ORDINARY MEETING**

**Meeting Date:** 24 February 2009

### **RECOMMENDATION:**

That the attendance by nominated Councillors, and staff members as considered appropriate by the General Manager, at the 5<sup>th</sup> Annual Australian Water Summit 2009 to be held 1<sup>st</sup> to 3<sup>rd</sup> April 2009 at a cost of approximately \$3,720.00 (including accommodation and expenses) plus travel expenses per delegate be approved.

### **ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF REPORT Oooo**



## ORDINARY MEETING

Meeting Date: 24 February 2009

### CITY PLANNING

**Item:29**                      **CP - Development Application - Section 96 Application - Retrospective Alteration to First Floor Balcony - 131 Coromandel Road, Ebenezer - (DA0622/02B, 109976, 95498)**

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#### Development Information

**Applicant:** Mark Taylor  
**Owner:** Mark Taylor  
**Zone:** Rural Village under Hawkesbury Local Environmental Plan 1989  
**Advertising:** 2 October 2008 to 16 October 2008  
**Date Received:** 4 September 2008

**Key Issues:**

- ◆ Work constructed without prior consent.
- ◆ Objection – Loss of views to Hawkesbury River.

**Recommendation:** Approval

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#### REPORT:

##### Description of Proposal

Alteration to balustrade (facing north eastern side boundary) on first floor rear balcony.

This matter is being reported to Council at the request of Councillor Williams.

The application involves a Section 96 Modification Application to an approved and constructed first floor balcony to the rear of the dwelling on the subject land. The modification involves the deletion of the one metre high patch glazed balustrade to the north eastern elevation (approximately 2.8 metres in length) and replacing that with a solid masonry wall one metre in height.

##### Recommendation

Approval.

##### History

The dwelling was approved on 18 July 2002.

A Section 96 Modification application was approved on 12 June 2008 to extend the building by one metre toward the rear and other minor internal alterations and minor external variations to materials, doors and windows.

##### Issues Relevant to the Decision - In Point Form

- Work constructed without prior consent.
- Objection – Loss of views to Hawkesbury River.

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

Hawkesbury Local Environmental Plan 1989

Hawkesbury Development Control Plan

**Section 79C Matters for Consideration**

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

**a. The provisions (where applicable) of any:**

**i. Environmental Planning Instrument:**

The proposal is consistent with all relevant Environmental Planning Instruments as applicable to the land and development.

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

There are no draft Environmental Planning Instruments that affect the proposal.

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

The proposal is consistent with Hawkesbury Development Control Plan.

**iv. Planning agreement that has been entered into under section 93F, or any draft planning agreement that a developer has offered to enter into under section 93F:**

Not Applicable.

**v. Matters prescribed by the Regulations:**

There are no matters discernable that are prescribed by the Regulations for this development.

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

**Context & Setting**

The proposal involves a privacy screen wall one metre high and 2.8m long on a first floor deck. The wall will have no greater impact upon loss of views than would a collection of household items stored or located on this area of the deck, e.g. a BBQ, outdoor furniture, day bed, etc.

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

The site is suitable for the development as the proposed modification involves work to an approved structure.

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

One submission was received from the owners of the adjacent premises to the north.

The points of concern relate to:

- i) A precedent for the type of balustrades has already been set – being glass or timber.

**Comment:**

Nothing in any Environmental Planning Instrument or the Building Code of Australia prevents a balustrade of the type proposed.

## ORDINARY MEETING

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- ii) Upon approval of the previous Section 96 Modification, Council staff gave justification that “the kitchen window is considered to be subject to little impact”.

**Comment:**

This situation has not demonstrably altered. If the wall were to be replaced with glazing, there is nothing preventing the placement of outdoor furniture or a Bar-B-Que in this location, which would have the same result on the adjoining dwelling.

- iii) The proposal has not considered the principle of View Sharing

**Comment:**

The objector has provided an extract from a case heard in the NSW Land and Environment Court – *Tenacity Consulting v Warringah* [2004] NSWLEC 140. That case involved a specific clause from Warringah Local Environmental Plan (LEP) which expressly states that “development is to allow for the reasonable sharing of views”. Hawkesbury Local Environmental Plan 1989 contains no such clause.

The quoted case set principles for the assessment of view impacts. The Senior Commissioner of the Land and Environment Court – Dr John Roseth – in his judgement set four steps for assessment of views:

1. The first is the assessment of views affected (water and iconic views are more highly valued than land views and whole views are more highly valued than partial views);
2. The second is to consider from what part of the property the views are obtained (“The impact on views from living areas is more significant than from bedrooms or service areas”);
3. The third is to assess the extent of the impact (“assess the view loss qualitatively as negligible, minor, sever or devastating”);
4. The fourth is to assess the reasonableness of the proposal that is causing the impact.

Senior Commissioner Dr Roseth goes on to mention in paragraph 27 of the judgement that “...the protection of views across side boundaries is more difficult than the protection of views from front and rear boundaries....The expectation to retain side views...is often unrealistic.”

The objectors have existing views of the Hawkesbury River over their own property. It is acknowledged that the development that has occurred on the adjoining land has very marginally reduced the objectors previously enjoyed view. However, it should be noted that this view is over the adjoining property, not owned by the objectors, and noted by Commissioner Dr Roseth in the above judgement as “unrealistic” to keep. The objectors do not own the view they previously enjoyed. It is unreasonable to require the owners of the subject land to maintain a corridor over their land for the views of adjoining neighbours, particularly when that view does not involve any iconic feature. Further, the solid balustrade the subject of this report, does not demonstrably contribute to the reduction of that view.

- iv) Work was undertaken without prior development consent.

**Comment:**

The legality or otherwise of the work is not, in itself, reason to refuse consent. The application must be assessed on the individual merits of the case. The issue of unauthorised building works will be considered in line with Council's Enforcement Policy.

**e. The Public Interest:**

The proposal is not considered to be contrary to the public interest.

### 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

## **ORDINARY MEETING**

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be recorded in a register. For this purpose a division must be called when a motion in relation to the matter is put to the meeting. This will enable the names of those Councillors voting for or against the motion to be recorded in the minutes of the meeting and subsequently included in the required register.

### **RECOMMENDATION:**

That the Section 96 application to vary the consent for development application DA0622/02B at Lot 32 DP 231320, 131 Coromandel Road, Ebenezer for alterations to the first floor balcony be approved subject to the addition of the following condition:

20. A solid balustrade is permitted on the north eastern side of the first floor rear balcony only.

### **ATTACHMENTS:**

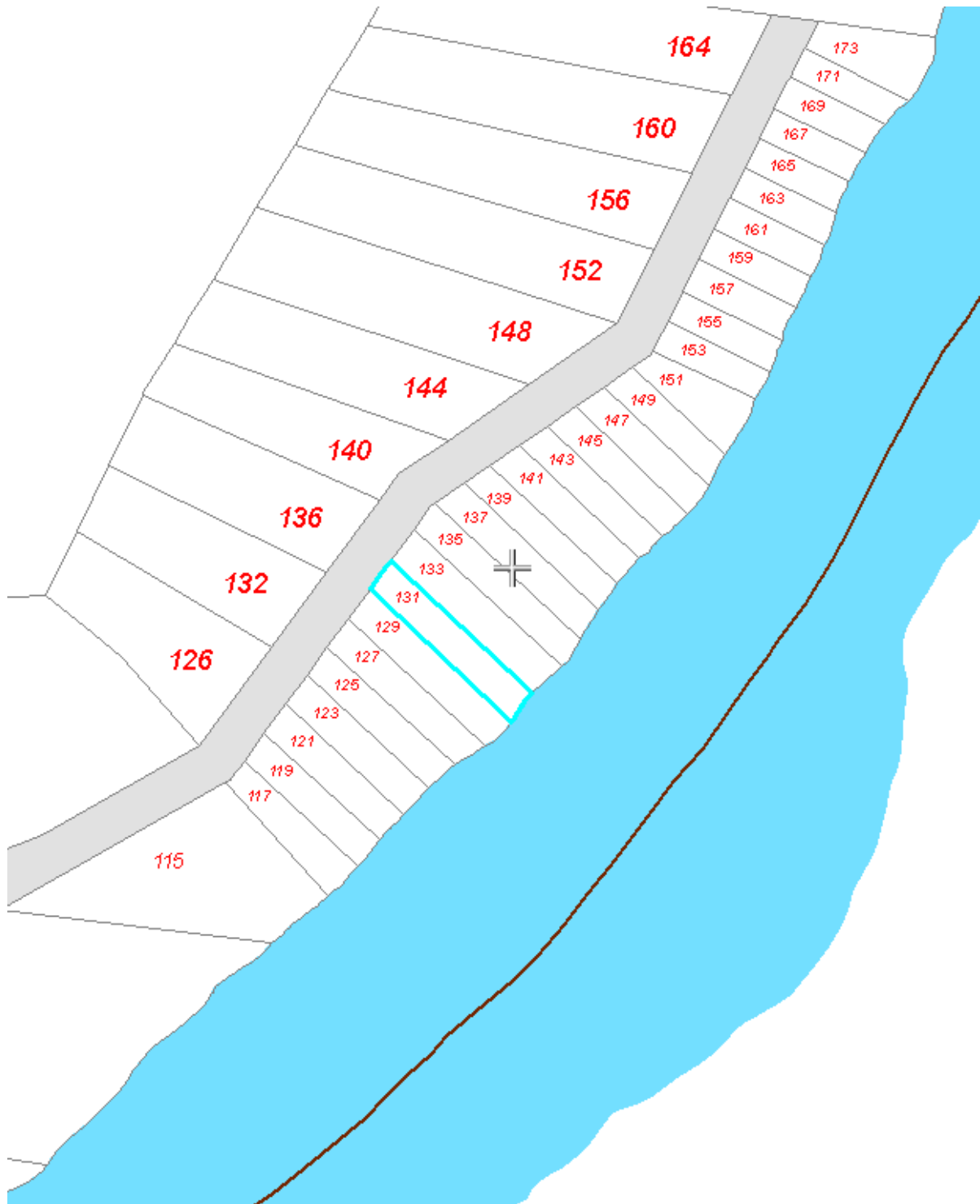
**AT - 1** Locality Map

**AT - 2** Elevation Plan

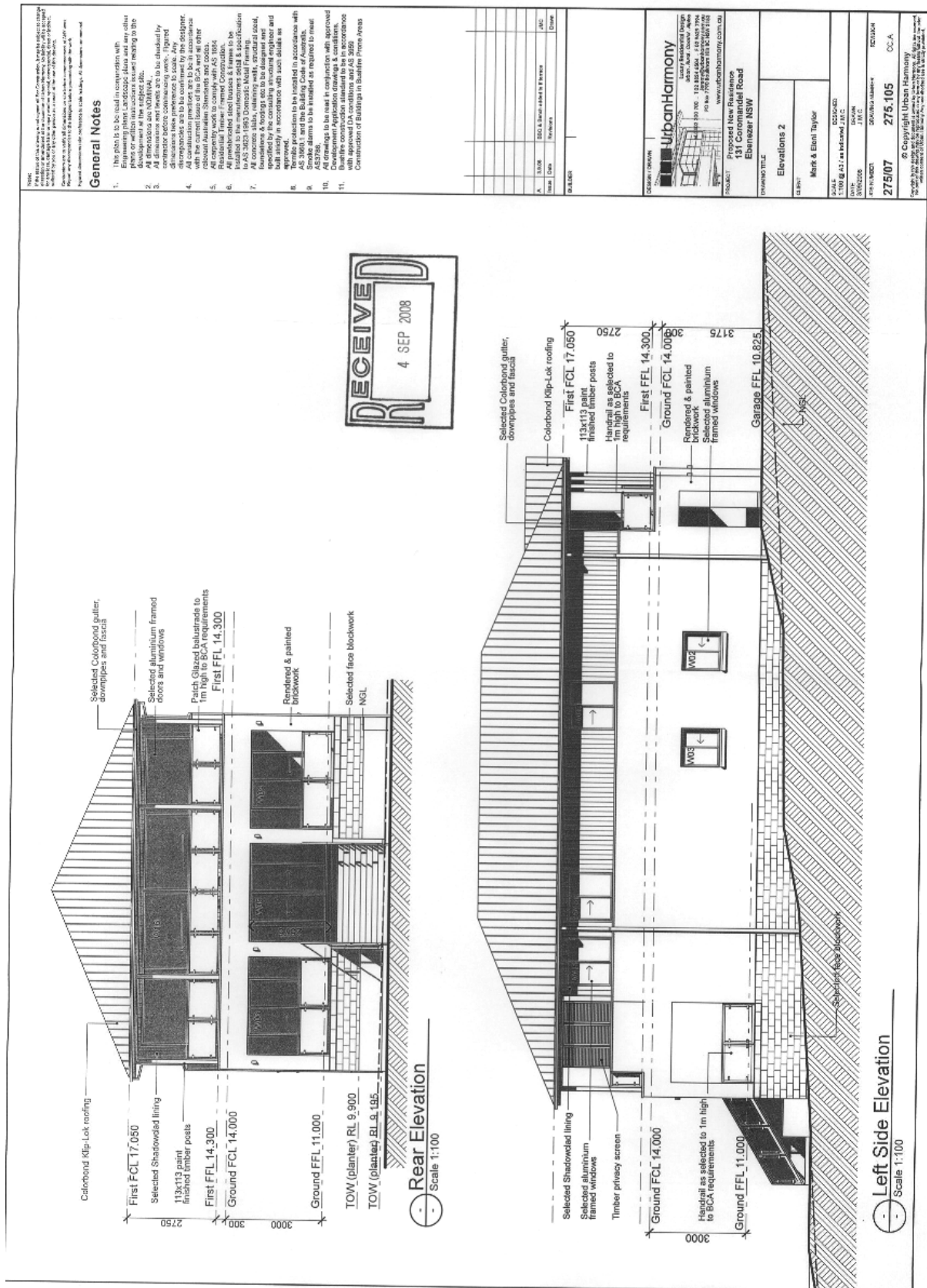
ORDINARY MEETING

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AT - 1 Locality Map



**AT - 2 Elevation Plan**



oooO END OF REPORT Oooo

## ORDINARY MEETING

Meeting Date: 24 February 2009

### Item:30 CP - Exemption to Consider Flooding Matters under Section 458 of the Local Government Act, 1993 - (95498)

#### Report

In 2005 Council sought an exemption from the Minister under the provisions of Section 458 of the Local Government Act 1993 (the Act) for a number of councillors to enable the effective operation of the Council and Council's Floodplain Risk Management Advisory Committee. The exemption was granted in that case for the period up to the election of a new Council.

Section 458 of the Act states:

*"The Minister may, conditionally or unconditionally, allow a councillor or a member of a council committee who has a pecuniary interest in a matter with which the council is concerned to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:*

- (a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business; or*
- (b) that it is in the interests of the electors for the area to do so."*

A review of the Councillors elected following the Council elections in September 2008 indicates that there is a need to seek exemptions for the following Councillors;

Name	Level of Flooding Affection	Floodplain Committee Member
Councillor Conolly	PMF	Yes (Chair)
Councillor Mackay	1 in 100 and PMF	No
Councillor Paine	1 in 100 and PMF	No
Councillor Porter	1 in 100 and PMF	No
Councillor Rasmussen	1 in 100 and PMF	Yes
Councillor Stubbs	1 in 100 and PMF	No
Councillor Whelan	PMF	No
Councillor Williams	1 in 100 and PMF	No

Should Council not receive an exemption it can be seen from the above table that there is a real possibility that there may not be a quorum available to consider some flooding matters.

A submission has already been forwarded seeking appropriate exemptions, however, Council must also resolve to make the application as well as supply the details of the Councillors affected and the reasons for the exemption request. This report proposes that Council make the required resolution so that the Department can progress Council's request.

#### Conformance to Strategic Plan

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

*"Investigating and planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future."*

#### Funding

No funding required.

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**RECOMMENDATION:**

That an application be made to the Minister for an exemption, under the provisions of Section 458 of the Local Government Act, 1993, for the Councillors listed in this report.

**ATTACHMENTS:**

There are no attachments to this report



## ORDINARY MEETING

Meeting Date: 24 February 2009

### INFRASTRUCTURE SERVICES

**Item:31**                    **IS - Drainage Easement - Longleat Lane, Kurmond - (79344, 21018, 21020)**

**Previous Item:**            260, Ordinary (9 December 2008)

---

#### **REPORT:**

Council at its meeting held on 9 December 2008 considered a Report for the compulsory acquisition of a drainage easement through No. 149 Longleat Lane, Kurmond and resolved:

*"That:*

- 1. A site inspection be organised and carried out.*
- 2. Any further drainage options be investigated by staff and reported back to Council."*

On Tuesday, 10 February 2009, Councillors Bassett, Paine, Porter, Tree and Williams and the Director Infrastructure Services attended a site meeting at the end of Longleat Lane and considered various drainage options.

A number of additional options were considered and are listed as follows:

Option 1	Construct a piped drainage system within No.150 Longleat Lane (Jarvis) adjacent to the boundary with No.149 Longleat Lane (Cullen).	\$158,183.00
Option 2	Construct a piped drainage system within No.149 Longleat Lane (Cullen) immediately adjacent to the fence line	\$202,745.00
Option 3b	Construct a piped drainage system within the existing easement for services and right of carriageway located within No.148 Longleat Lane and continuing into the battleaxe access within No.150 Longleat Lane (both Jarvis).	\$117,375.00
Option 5	Construct a piped drainage system within No.129 Longleat Lane (Forrugia) adjacent to its southern Boundary. This option also provides for additional drainage works on both sides of Longleat Lane to cater for a 1 in 100 year storm event.	\$147,258.00

The plan of the Options has been distributed under separate cover.

These options are additional to the previously recommended Option 3 (Business Paper, 9 December 2008 attached), which has now been costed at \$99,475.00 and provides for the construction of a piped drainage system within No.149 Longleat Lane clear of trees and fencing. The width and/or location of the easement clear of trees may increase the compensation costs in this case.

Option 3b at the estimated cost of \$117,325.00 is considered to be the least intrusive upon the affected property owners. This estimate may be subject to lower easement and compensation costs due to the

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utilisation of an existing easement and Right of Carriageway. However, these costs are difficult to estimate due to subjective legal consideration.

After consideration of all the options it is recommended that the proposed pipeline be constructed in accordance with Option 3b.

### Conformance to Strategic Plan

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

*"Objective: A networks of towns, villages and rural localities connected by well-maintained public and private infrastructure, which supports the social and economic development of the City."*

### Funding

Funding is provided within the 2008/2009 Capital Works Program.

### RECOMMENDATION:

That:

1. An easement for drainage purposes be compulsorily acquired over a portion of:
  - a) The existing easement for services and right at carriageway within No 148 (Lot 71 in DP 833639) Longleat Lane, Kurmond.
  - b) The existing battleaxe handle, part of No 150 (Lot 72 in DP 833639) Longleat Lane, Kurmond.
2. Application for Compulsory Acquisition be made to the Minister for Local Government and the Governor of NSW.
3. All costs associated with the compulsory acquisition are borne by Council.
4. The Seal of Council be affixed to any necessary documentation.

### ATTACHMENTS:

- AT - 1** Previous Council Report - Ordinary Meeting - 9 December 2009.
- AT - 2** Plan of Options - *(Distributed Under Separate Cover)*

## ORDINARY MEETING

Meeting Date: 24 February 2009

### **AT - 1 Previous Council Report - Ordinary Meeting - 9 December 2009.**

**ITEM: 260 IS - Compulsory Acquisition of an Easement for Drainage Purposes - 149 Longleat Lane, Kurmond - (79344, 21018, 21020)**

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#### **REPORT:**

Part of the adopted Works Program provides for the construction of a piped drainage system at the southern end of Longleat Lane to alleviate flooding problems in properties 148, 149 and 150 Longleat Lane, Kurmond.

An inlet structure exists at the end of Longleat Lane, on the eastern side of the road, which is connected to a pipeline crossing the corner of the battleaxe access to property No. 150 to discharge into property No. 149. The pipeline within No. 150 is within an easement for drainage, however, the easement ceases to exist at the boundary between property nos. 149 and 150. The pipeline is currently blocked and during periods of heavy rainfall storm water from Longleat Lane discharges onto all three properties in an uncontrolled manner.

The existing drainage system is considered to be in need of an urgent upgrade for the following reasons:

- It only collects storm water discharge from one side of the road, with water from the western side discharging directly into No. 149.
- The headwall outlet is located adjacent to a driveway and garage in No. 149.
- The receiving property (No. 149) is subject to ongoing sedimentation and erosion problems.
- The drainage headwall and flow path (on No. 149) is not covered by any easement.

The current situation cannot continue indefinitely and a complete drainage solution needs to be implemented as soon as possible to alleviate further damage.

A number of design alternatives have been prepared and submitted to the various property owners for their consideration and possible approval. Unfortunately, agreement has not been achieved and is unlikely to occur in the immediate future.

The only way forward appears to be the compulsory acquisition of a drainage easement over the future pipeline located within properties No 148/150 (Mr. & Mrs. Jarvis) or 149 (Mr. & Mrs. Cullen).

Three possible alternatives are considered as follows:

#### **OPTION 1**

Construct the pipeline within properties No's 148/150, generally parallel to the existing battleaxe driveway. This is not the preferred option for the following reasons:

- Construction traffic will need to utilise the existing sealed driveway and any resulting damage will have the potential to significantly increase restoration costs as the driveway extends for nearly the full length of the side boundary.
- If the proposed pipe is fully contained within No 148 it will need to be constructed for nearly the full length of the property (approx 100m) to provide a suitable discharge point. Alternatively, a suitable discharge point exists within an embankment located in No. 149, approximately 60m from the front boundary. If the pipe were redirected into this embankment it will necessitate a driveway crossing of No. 150 and the creation of an additional drainage easement within property No. 149 to cover the discharge point and flow path.
- The later proposal will result in the creation of drainage easements over three properties most likely over all three properties.

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### OPTION 2

Construction of the pipeline under or immediately adjacent to the common boundary between Nos. 149 and 150 is not recommended due to the close proximity of the driveway on one side and the trees on the other. The owners of property No 149 have expressed a very strong attachment to a significant number of trees and will not accept any damage. Furthermore, any work at this location will incur additional costs associated with driveway restorations and removal and reinstatement of a fence.

### Option 3

The existing blocked pipe within No 149 be cleared and extended within the property to an existing embankment located approximately 60m from the front boundary. The proposed pipe alignment should be clear of significant tree clusters and fencing.

This is the preferred option for the following reasons:

- This property has been subject to storm water discharge from a pipe outlet constructed in accordance with an approved Subdivision.
- The cost of the project will be considerably less due to the shorter pipe length.
- Restoration charges for grassed surfaces are generally lower.
- This property will also have a significant benefit from the extension to the drainage system to the western side of Longleat Lane

After consideration of all options it is recommended that the proposed pipeline be constructed within property No149 Longleat Lane, Kurmond, following the creation of a suitable drainage easement.

### **Conformance to Strategic Plan**

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

*"Objective: A networks of towns, villages and rural localities connected by well-maintained public and private infrastructure, which supports the social an economic development of the City."*

### **RECOMMENDATION:**

That:

1. An easement for drainage purposes be acquired over 149 Longleat Lane, Kurmond, Lot 6 D.P. 7565, in accordance with the Land Acquisition (Just Terms Compensation) Act 1991.
2. Application for Compulsory Acquisition be made to the Minister for Local Government and the Governor of NSW.
3. All costs associated with the compulsory acquisition be borne by Council.
4. Authority be given for any necessary documentation in association with this matter to be executed under the Seal of Council.

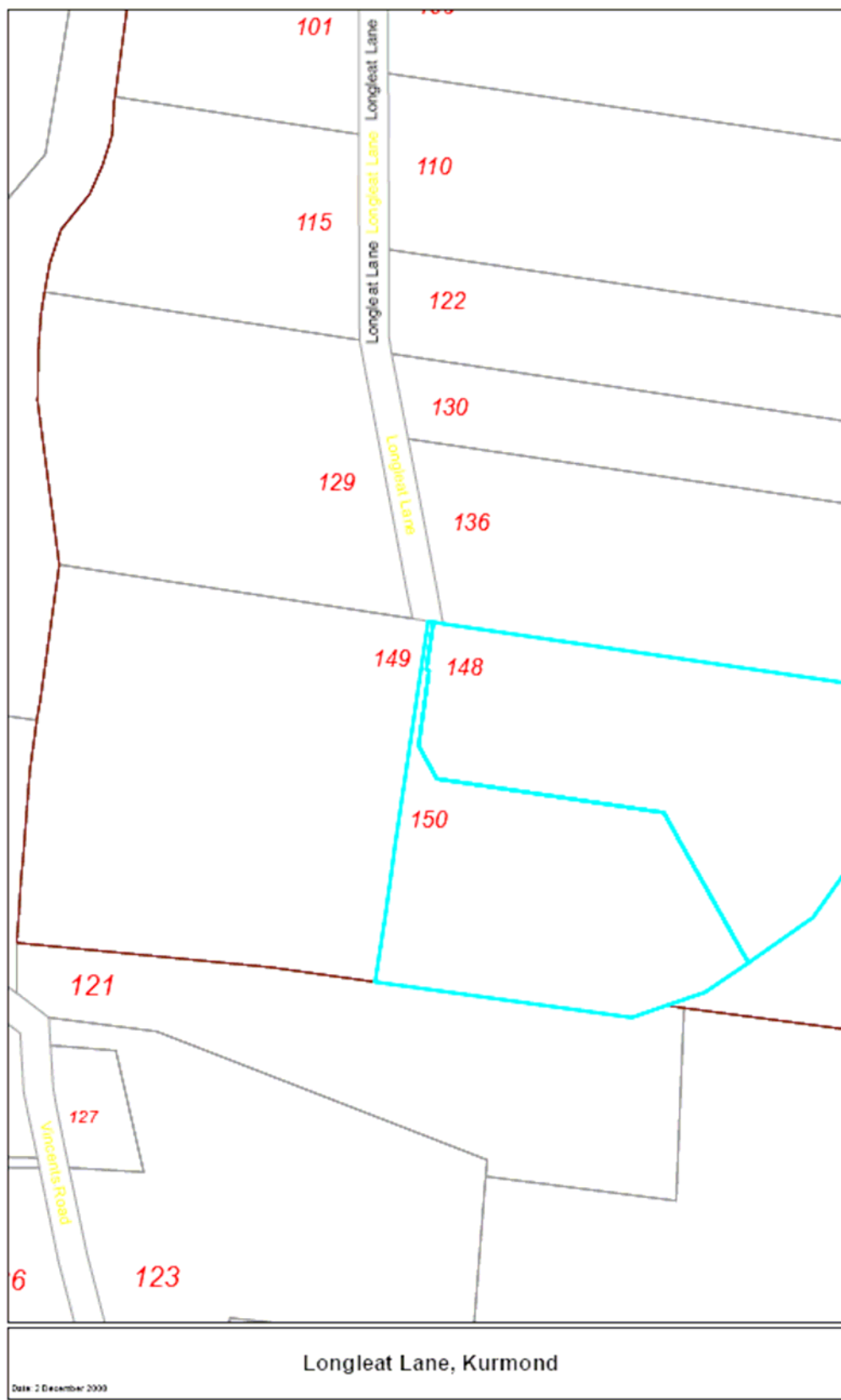
### **ATTACHMENTS:**

**AT - 1** Location Plan – Properties 148 and 149 Longleat Lane, Kurmond.

ORDINARY MEETING

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AT - 1 Location – Properties 148 and 149 Longleat Lane, Kurmond.



oooO END OF REPORT Oooo  
oooO END OF REPORT Oooo

## ORDINARY MEETING

Meeting Date: 24 February 2009

### Item:32                    IS - Acquisition of Part of Lot 33 in DP 752061 (10 Mulgrave Road, Mulgrave) - Windsor Flood Evacuation Route- (95495)

#### REPORT:

The Roads and Traffic Authority previously advised that they intended to compulsorily acquire land in order to construct part of the Windsor Flood Evacuation Route, with further parcels of land to be leased from Council until such time as the construction of the road was completed. The matter of the acquisition and lease were considered by Council and given concurrence at the meetings of 27 January 2004 and 25 October 2005 respectively.

The lease period was for a term of two years and then, if necessary, on a quarter to quarter basis until the construction of the road was completed. A lease, on these terms still exists between Council and the Roads and Traffic Authority in relation to part of Lot 33 in Deposited Plan 752061 (10 Mulgrave Road, Mulgrave), which is part of the McGraths Hill Wastewater Treatment Plant property.

Following the completion of the Windsor Flood Evacuation Route, the Roads and Traffic Authority has now re-defined the land acquisition requirements for this project and, in this regard, have provided Council with advice that they intend to acquire the part of Lot 33 in Deposited Plan 752061, which is currently subject to a lease from Council. The area, proposed to be acquired, is shown on the attached plan.

The Roads and Traffic Authority have obtained a valuation of the subject land which is outlined as follows:

Market Value:	\$122,500
Conveyancing Costs:	\$ 1,000
Legal Advice:	\$ 1,000
Subtotal:	\$124,500
GST (10%):	\$ 12,450
<b>TOTAL:</b>	<b><u>\$136,950 (including GST)</u></b>

To enable Council to consider the sale of this land, a valuation report was obtained from KD Wood Valuations (Aust) Pty Limited, as follows:

Market Value:	\$260,000
Disturbance:	\$ 5,000
<b>TOTAL:</b>	<b><u>\$265,000 (including GST)</u></b>

As the difference between the valuation reports equates to an amount of \$128,050, this matter was referred to the relevant valuers for both Council and the Roads and Traffic Authority to discuss and consider.

In this regard, the Roads and Traffic Authority reviewed the information provided by both valuers and have, therefore, offered to settle for an amount of \$200,000 (inclusive of GST) on the provision that Council will accept this sum in full settlement of the claim for compensation.

Council's Valuer, KD Wood Valuations (Aust) Pty Limited has provided advice that the offer is fair and reasonable and could be agreed to by Council.

If agreed to by Council, the offer would be subject to exchange of formal contract documents and the lease, which is on a month-by-month arrangement, will terminate upon settlement. The subject land would be dedicated as Public Road by the Roads and Traffic Authority and access from the Southern portion of Council land, to the Northern portion, will be maintain via the area underneath Hawkesbury Valley Way, which will also be Public Road.

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### Conformance to Strategic Plan

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

*"Strategic Direction: Establish a framework to define and equitably manage the infrastructure demands of the City"*

### Funding

Any net sale proceeds will be transferred to the Sewerage Revenue, which is externally restricted.

### RECOMMENDATION:

That:

1. Council accept the offer from the Roads and Traffic Authority as outlined within the report for the acquisition of part of Lot 33 in DP 752061 (10 Mulgrave Road, Mulgrave) in the amount of \$200,000 (inclusive of GST).
2. Authority be given for any documentation in association with this matter to be executed under the Seal of Council.
3. Details of Council's resolution be conveyed to the Roads and Traffic Authority together with the advice that Council is not and will not be bound by the terms of its resolution until such time as appropriate legal documentation to put such resolution into effect has been agreed to and executed by all parties.

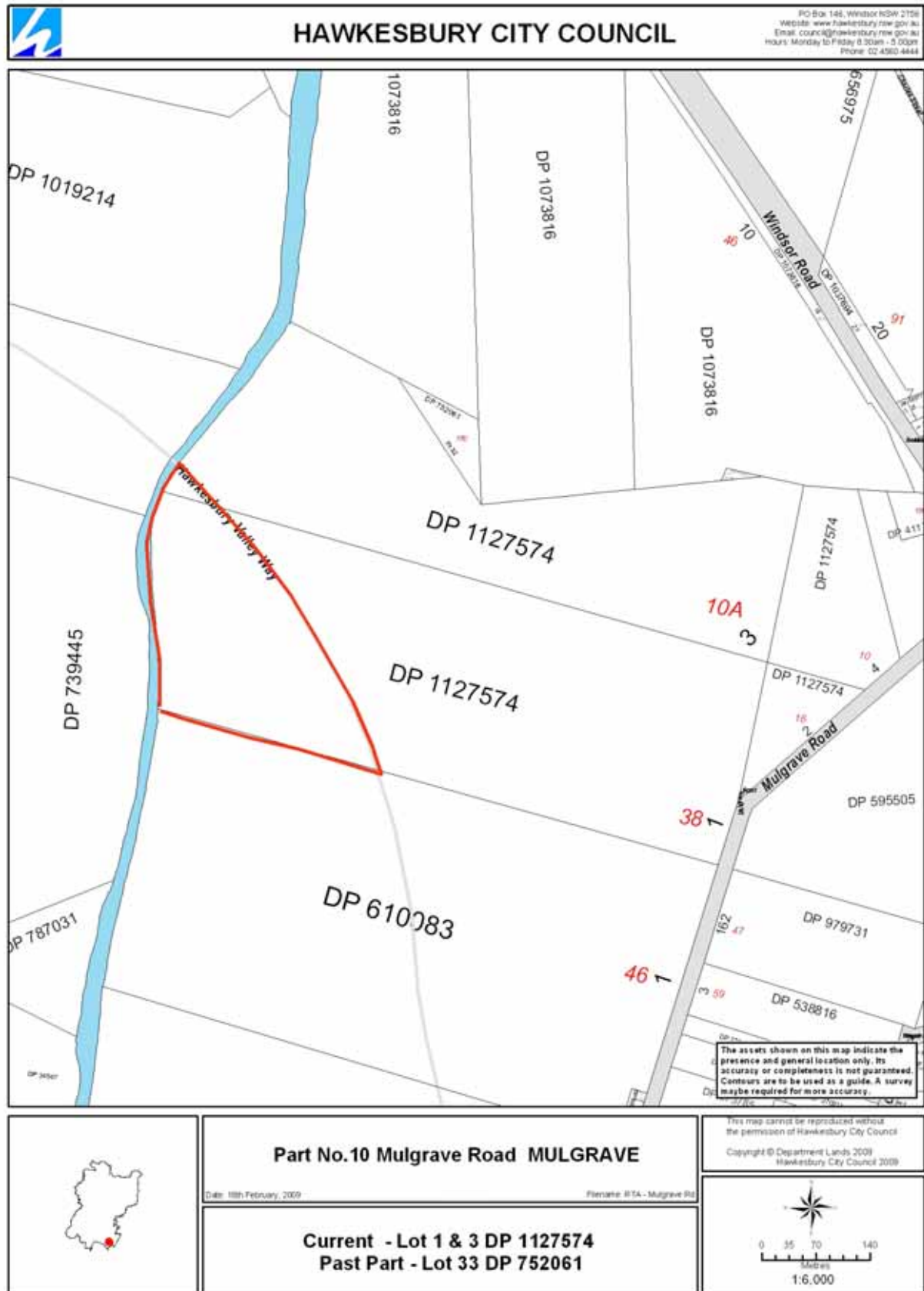
### ATTACHMENTS:

**AT - 1** Plan of Area to be Acquired - Part of Lot 33 in Deposited Plan 752061 (10 Mulgrave Road, Mulgrave).

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### AT - 1 Plan of Area to be Acquired - Part of Lot 33 in Deposited Plan 752061 (10 Mulgrave Road, Mulgrave).





**ORDINARY MEETING****Meeting Date: 24 February 2009****SUPPORT SERVICES****Item:33****SS - Monthly Investments Report - January 2009 - (96332, 95496)****REPORT:**

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 Regulations and the Council's Investment Policy.

The following table lists the investment portfolio held by Council at 31 January 2009, in a form compliant with legislative and policy requirements.

All investments 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.

**January 2009**

The following table indicates that Council held \$36.9 million in investments as at 31 January 2009. 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, and the credit rating of the investments, are provided below:

Investment Type	Lodgement Date	Maturity Date	Interest Rate %	Principal \$	Rating	Total \$
<b>On Call</b>						
CBA	31-Jan-09		4.20%	8,390,000	A1+	8,390,000
<b>Term Investments</b>						
ANZ	24-Dec-08	24-Mar-09	5.50%	1,000,000	A1+	
ANZ	24-Nov-08	23-Feb-09	5.50%	3,000,000	A1+	
Bank of Queensland	20-Jan-09	20-Jul-09	5.05%	1,000,000	A-2	
Bendigo and Adelaide Bank	20-Jan-09	22-Apr-09	5.30%	1,000,000	A-2	
CBA – Equity Linked Note	05-Dec-07	05-Jun-09	0.00%	2,000,000	A1+	
Citibank	20-Jan-09	20-Jul-09	5.08%	1,000,000	A-1	
NAB	29-May-08	29-May-09	8.39%	3,500,000	A1+	
NAB	25-Sep-08	25-Mar-09	8.00%	5,500,000	A1+	
Westpac	30-Sep-08	26-Feb-09	7.60%	2,000,000	A1+	
Westpac	20-Nov-08	20-Feb-09	6.00%	3,000,000	A1+	
Westpac	20-Nov-08	24-Mar-09	6.00%	3,000,000	A1+	
Westpac	01-Dec-08	02-Mar-09	5.50%	2,500,000	A1+	28,500,000

# ORDINARY MEETING

Meeting Date: 24 February 2009

TOTAL INVESTMENT AS AT 31 JANUARY 2009						36,890,000
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## TOTAL INVESTMENT AS AT 31 JANUARY 2009

Bench Mark - January 2009 - Cash Rate 4.25%

Actual - January 2009 5.72%

### Performance by Type

Category	Balance	Average Interest	Difference to Benchmark	Restriction Type	Amount
Cash at Call	8,390,000	4.20%	-0.05%	External Restrictions -S94	7,253,599
Term Deposit	28,500,000	6.17%	0.45%	External Restrictions - Other	9,037,484
				Internal Restrictions	13,522,675
				Unrestricted	7,076,242
	<b>36,890,000</b>	5.72%	1.47%	<b>Total</b>	<b>36,890,000</b>

The various sources of the restricted funds referred to in the above table are as follows:

External Restrictions – Section 94 Contributions

External Restrictions – Other (reserve details below)

Waste Management  
Sewerage  
Unexpended Grants  
Stormwater Management

Internal Restrictions (reserve details below)

Employees Leave Entitlements  
Election  
Information Technology  
Plant Replacement  
Infrastructure  
Property Development (currently negative balance)  
Risk Management  
Heritage  
Sullage  
Tip Remediation

With regard to the above details those funds subject to external restrictions **cannot** be utilised for any purpose other than that specified.

In respect of funds subject to internal restrictions, whilst it would “technically” be possible for these funds to be utilised for other purposes such a course of action, unless of a temporary internal loan basis, would not be recommended nor would it be “good business practice”, as these funds have been allocated for specific purposes (information technology, plant replacement, risk management, etc.), or to meet future known expenses that should be provided for on an ongoing basis (employee leave entitlements, election, etc.)

Funds referred to as “unrestricted” are, effectively, Council’s daily operational funding for purposes such as the payment of salaries and wages, various works proposed or in progress as adopted in Council’s budget, daily operational expenses, etc. These “unrestricted” funds could only be utilised for other purposes by the reduction of a corresponding amount from a service or provision already included within Council’s adopted budget. The level of these funds also vary depending upon the business cycle in areas such as the payment of creditors, receipt of rate payments, capital works and/or purchases, etc.

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### Investment Commentary

The investment portfolio decreased by \$0.32m for the month. The decrease was due to additional expenditure over income for the January period. During January, various income was received totalling \$2.4m, including rate payments amounting to \$0.88m, while payments to suppliers and staff costs amounted to \$2.7m.

The investment portfolio is diversified across various investment types. This includes term deposits and on-call accounts.

The investment portfolio is regularly reviewed in order to maximise investment performance and minimise risk. Council's investment portfolio has been reviewed and rebalanced in favour of investments not subject to share market volatility. Comparisons are made between existing investments with available products that are not part of Council's portfolio. Independent advice is sought on new investment opportunities.

On 3 February 2009, Council received a report on the Federal Government's Guarantee Scheme on deposits and wholesale funding of eligible authorised deposit-taking institutions and resolved as follows:-

*"That:*

- 1. In respect of Council funds invested with acknowledged tier one major Australian trading banks (ANZ, CBA, NAB and Westpac), that Council accept the coverage available, without cost, from the Federal Government's "Guarantee Scheme", and not optionally guarantee additional funds.*
- 2. Council's investments in other banking institutions, not referred to in 1 above, and authorised under the current Ministerial Investment Order and Council's Investment Policy, be limited to an amount equivalent to the level of funds that receive coverage under the Federal Government's "Guarantee Scheme" without additional cost to Council.*
- 3. All investments be made in accordance with Council's investment policy.*
- 4. Council receive a further report updating Council's Investment Policy following the release of new investment guidelines by the Department of Local Government."*

In January 2009, Council has invested \$3 million with 2<sup>nd</sup> tier financial institutions. The investment of \$1 million with three 2<sup>nd</sup> tier banks is entirely covered by the free Government Guarantee Scheme, and is in accordance with the revised Ministerial Investment Order, Council's Investment Policy, and Council's resolution at its meeting on 3 February 2009.

In February 2009, action has been taken to comply with the above resolution, by not optionally guaranteeing amounts invested with the tier one major Australian trading banks (ANZ, CBA, NAB and Westpac), over and above the amounts that are covered by the free Government Guarantee Scheme.

In February 2009, the Reserve Bank cut official interest rates by one percent to a cash rate of 3.25%, taking interest rates to their lowest levels since the 1960's. The Reserve Bank has reduced official interest rates five times since September 2008, with the interest rate reducing overall by 4% in this time. This follows 12 consecutive official interest rate rises between May 2002 and March 2008. The Reserve Bank, in making its decision to cut interest rates in February 2009, took into account the already announced latest Federal Government stimulus package of \$42 billion. Despite the Reserve Bank possibly taking a more cautious approach to monetary policy in the coming months, the forecast is for further interest rate reductions in the near future.

### Conformance to Strategic Plan

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

**ORDINARY MEETING**

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*"Objective: Maximise return on Council's investment portfolio"*

**Funding**

Funds have been invested with the aim of achieving budgeted income in 2008/2009.

**RECOMMENDATION:**

That the information be received and noted.

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF REPORT Oooo**

## ORDINARY MEETING

Meeting Date: 24 February 2009

**Item:34**                      **SS - December 2008 Quarterly Review - 2008-2009 Management Plan (96332, 95496)**

**Previous Item:**            247, Ordinary (25 November 2008)

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### **REPORT:**

Within two months of the end of each quarter, Council is required to review progress in achieving the objectives set out in its Management Plan.

#### **Management Plan**

Council adopted its Management Plan for 2008/2009 on 23 June 2008.

Section 407 of the Local Government Act 1993 requires the General Manager to report to Council the extent to which strategies set by the Council's current Management Plan have been achieved during that quarter.

The December 2008 Quarterly Review has been prepared and is attached.

#### **Financial Position**

As part of the Management Plan review, Clause 203 of the Local Government (General) Regulation 2005 requires a revised estimate of the income and expenditure for the year.

The December 2008 review recommends budget adjustments that result in a balanced adjustment for the quarter, and in the opinion of the Responsible Accounting Officer, maintains a satisfactory short term financial position for Council.

The more significant items of the December 2008 review include:

#### **Operating Revenue Variations**

##### *Interest Income - Favourable Variance \$200K*

Interest income for the 2008/2009 financial year was originally budgeted at \$1.3M. As at the end of the second quarter, interest income earned is \$1.7m. In the first half of the financial year, interest rates exceeded estimates. Also, more funds were available for investment than estimated. A favourable adjustment of \$200K has already been included in the first quarterly review. A further \$200K is included in this review. This income stream will be closely monitored over the next few months. The trend could vary depending on changes in the financial environment, particularly the recent interest rates cuts announced in early February 2009 of 1%. The full year budget position is expected to be achieved.

##### *Building and Development income - Unfavourable Variance \$190K*

As a result of the adverse economic conditions prevailing over the last few months, the building industry is experiencing a downturn. This trend, which is not expected to improve for the rest of the financial year, has a significant negative impact on Councils' building and development income streams. Income estimates for development applications, construction certificates, S149 certificates, septic tank permits income, and other town planning income streams, have been adjusted based on actual results for the first half of this financial year, and taking into account the economic downturn.

#### **Operational Expenditure Variations**

##### *Information Technology Costs - Favourable Variance \$110K*

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Savings have been identified in the IT Department, specifically in network administration and corporate systems expenditure. These favourable adjustments have been brought into account in this review.

### *Parks Operating Costs – Unfavourable Variance \$84K*

This review includes a number of unfavourable adjustments in respect of parks expenditure trending higher than estimated. Council is required to ensure that areas and facilities meet the required service standards and do not compromise the health and safety of the community. These adjustments include \$20K in respect of vandalism, \$50K for parks maintenance, and \$25K to fund expected parks building maintenance. The parks maintenance adjustment includes \$10K required to cover the cost of maintaining the grass and plants on Windsor Rd. The adjustments included in this review are intended to account for cost overruns expected next quarter. As part of the third quarterly review, this expenditure will be reviewed and further funds may be required. The unfavourable adjustments have been partially offset by savings in other parks expenditure.

### *Richmond Pool Operating Costs – Unfavourable Variance \$47K*

The budget estimates for some operating costs incurred in running Richmond Pool are being adjusted in this review. The main component is the cost of casuals. Additional funds are required to cover the additional casual staff to ensure staff ratios are maintained. An adjustment of \$15K for pool maintenance is required to cover a one-off unbudgeted expenditure as a result of the pool upgrade.

## **Capital Expenditure**

### *Regional Museum – Unfavourable Variance \$48K*

This variation includes the final fitout of the building and the provision of dehumidification which was not expected to be required. Both the European and Indigenous Archaeology Reports are yet to be finalised.

## **Grants Variations**

Various adjustments in relation to grants have been included in this Quarterly Review. Details can be found in the Management Plan Review attachment.

## **Provision for Contingencies - Favourable**

It is proposed that the surplus of \$19,182 resulting from this Quarterly Review be transferred to the Contingency Reserve.

## **Conformance to Strategic Plan**

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

*"Objective: Preparation of quarterly reviews of management targets and financial information"*

## **Funding**

Funding and budget impacts have been specified within this report and attached review documents.

## **RECOMMENDATION:**

That:

1. The information contained in the report on the 2008/2009 Management Plan – December 2008 Quarterly Review be received.

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2. The Quarterly Review of the 2008/2009 Management Plan and Financial Statement for the period ending 31 December 2008 be adopted.

**ATTACHMENTS:**

- AT - 1** 2008/2009 Management Plan Review – December 2008 Quarter - (*Distributed Under Separate Cover*)

**oooO END OF REPORT Oooo**

## ORDINARY MEETING

Meeting Date: 24 February 2009

### Item:35 SS - Pecuniary Interest Returns - (79337, 95496)

#### REPORT:

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 Environmental Health Officer	17/11/2008	22/12/2008

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

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 Strategic Plan

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

*"Objective: An informed community working together through strong local and regional connections"*

#### Funding

Not applicable.



**ORDINARY MEETING**

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**RECOMMENDATION:**

That the information be received and noted.

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF REPORT Oooo**

**ORDINARY MEETING****Meeting Date: 24 February 2009****Item:36****SS - Payments to Hawkesbury Sports Council Inc - (107, 96332, 95496, 73611)****REPORT:**

Set out below are the summarised financials of Hawkesbury Sports Council Inc (HSC) for the six months to 31 December 2008.

	<b>Income</b>	<b>Expenses</b>	<b>Surplus / (Deficit)</b>
<b>Operating</b>	\$378,925	\$408,987	(\$30,062)
<b>Capital</b>	\$198,765	\$174,605	\$24,160
<b>Total</b>	<b>\$577,690</b>	<b>\$583,592</b>	<b>(\$5,902)</b>

HSC has reported an operating deficit for the six months ending 31 December 2008 of \$30,062. The capital program remaining funding of \$24,160 is planned to be spent in 2009. Overall, the current financial position is in line with expectations, and HSC's balance sheet remains healthy as at 31 December 2008.

HSC continues to maintain, manage and improve Council's sporting facilities including mowing, fertilising, spraying, cleaning, repairs and security, as well as collecting fees from users of the facilities.

Council's funding allocation from general funds, for the six months ending 31 December 2008 to HSC was \$414,800, which included \$115,765 for Capital works. Additionally, HSC received capital funding from the Section 94A Plan of \$83,000.

HSC's report is as follows:

*"Over the last six months the following projects have been undertaken by Hawkesbury Sports Council:-*

- *Sinking of a bore, upgrade of the irrigation, laser levelling of the ground and returfing of Turnbull Oval.*
- *Upgrade to the synthetic practice wickets at Woodbury Reserve.*
- *Slicing and fertilising of all grounds.*
- *Weed spraying – all grounds.*

*Hawkesbury Sports Council has several projects to be completed over the next 6 month period that will drain significantly on the available funds. Projects to be completed are:-*

- *Upgrade of floodlighting at Turnbull Oval.*
- *Amenities extension at Deerubbin Park.*
- *Lighting Upgrade at Icely Park.*
- *Colonial Reserve Irrigation Tank.*
- *Tamplin Field Pop Up Irrigation.*

*In addition, due to extensive problems with the electricity at the Bensons Lane Sporting Complex, an electrical assessment of the entire area is currently being carried out. It is anticipated that this report is going to identify major problems requiring ongoing power upgrades over the next several years. Funds are being held aside to enable these works to be commenced when the report and*

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*recommendations are received. Following the completion of the electrical upgrade several projects will then be embarked upon at Bensons Lane. These being:-*

- *Upgrade of the lighting at Bensons Softball to competition standard.*
- *Floodlighting of the main baseball diamond at Bensons Baseball.*
- *Floodlighting of Bensons 3.*
- *Upgrade to the floodlighting at Bensons Soccer."*

(Information supplied by Anne Neal from HSC)

### **Conformance to Strategic Plan**

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

*"Objective: Provide efficient allocation of financial and physical assets for the Hawkesbury Sports Council"*

### **Funding**

There are no funding effects from this report.

### **RECOMMENDATION:**

That the information be received.

### **ATTACHMENTS:**

There are no supporting documents for this report.

oooO END OF REPORT Oooo

**ORDINARY MEETING****Meeting Date:** 24 February 2009

**Item:37**                      **SS - Consultants Utilised by Council - 1 July to 31 December 2008 - (95496, 79337)**

**Previous Item:**            187, Ordinary (14 June 2005)

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**REPORT:**

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

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

The following table provides details of the various firms/persons the Council has utilised as consultants for the period July - December 2008 detailing the purpose of the consultancies and the amount paid in this period:

<b>Firm</b>	<b>Purpose</b>	<b>Funding Source</b>	<b>External Requirement</b>	<b>6 Months to 30/06/2008</b>
Allen Management Solutions Pty Ltd	Community Strategic Plan review and River Summit	General Funds	No	\$23,987.50
Ambecol Ecological Services Pty Ltd	Ecological survey and assessment - Bridge No 4 Upper Colo Road, Upper Colo	General Funds	No	\$3,350.00
Antiquities Conservation Pty Ltd	Museum and Howes House - Review of collections database and review of collections and registration policies	General Funds	No	\$7,200.00
Antiquities Conservation Pty Ltd	Museum and Howes House – Training workshop, work required for the removal of historical items and management of exhibition	Grant	No	\$12,350.00
Barker Ryan Consulting Pty Ltd	Design services – Price Lane, Agnes Banks	General Funds	No	\$11,100.00
Barker Ryan Consulting Pty Ltd	Design services – 3 Red Gum Crescent, Bowen Mountain	General Funds	No	\$5,350.00

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**Meeting Date:** 24 February 2009

<b>Firm</b>	<b>Purpose</b>	<b>Funding Source</b>	<b>External Requirement</b>	<b>6 Months to 30/06/2008</b>
Barker Ryan Consulting Pty Ltd	Survey and preparation of drawing, flora & fauna assessment and design services - Thorley Street, Bligh Park	Grant	No	\$47,739.07
Bewsher Consulting Pty Ltd	Hawkesbury overland flow study	Grant	No	\$2,936.45
Bewsher Consulting Pty Ltd	Flood assessment – Thorley Street, Bligh Park	Grant	No	\$9,146.50
Consulting Earth Scientists Pty Ltd	WMF quarterly environmental monitoring, annual report and annual return	General Funds	Dept of Environment & Climate Change	\$39,043.00
David G. Hart Consulting Pty Ltd	Actuary estimates for Workers Compensation	General Funds	Workcover NSW	\$5,850.00
Donald Ellsmore Pty Ltd	Heritage advisory services	General Funds	No	\$17,160.00
Dylarna Corporation Pty Ltd trading as The Playground Doctor	Site inspections & reports on Council playgrounds	General Funds	No	\$3,630.00
Econeco Pty Ltd	Project - <i>Bring back the fish to St. Albans</i>	Grant	No	\$4,071.82
Environmental Partnership (NSW) Pty Ltd	Great River Walk Plan of Management and design	Grant	Local Government Act 1993	\$34,939.00
Falson & Associates Pty Ltd	L & E Court advice	General Funds	No	\$2,888.00
Harris Page & Associates Pty Ltd	Hydraulic and fire protection – Kurrajong Community Centre	General Funds	No	\$5,425.00
HBA Consulting Engineers Pty Ltd	Preparation of design & tender documentation for mechanical services at Richmond Senior's Centre	General Funds	No	\$2,500.00
K D Wood Valuations (Aust) Pty Ltd	Property valuations for leasing and sale purposes	General Funds	No	\$8,300.00
K D Wood Valuations (Aust) Pty Ltd	L & E Court valuation and advice	General Funds	No	\$5,450.00

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<b>Firm</b>	<b>Purpose</b>	<b>Funding Source</b>	<b>External Requirement</b>	<b>6 Months to 30/06/2008</b>
Landarc Pty Ltd	Plans of management – Argyle Bailey Memorial Reserve, Smith Park/Pughs Lagoon, Woodbury Reserve, Charles Kemp Reserve, Streeton Lookout, Ham Common and Yarramundi Reserve	General Funds	Local Government Act 1993	\$29,937.50
Local Consultancy Services Pty Ltd	Section J report – Kurrajong Community Centre	General Funds	No	\$1,950.00
McKinlay Morgan & Assoc Pty Ltd	Design Services – 139 Colonial Drive, Bligh Park	General Funds	No	\$1,500.00
OHS Services Australia Pty Ltd trading as Minerva Consulting Group	OH&S systems review	General Funds	No	\$55,726.50
OHS Services Australia Pty Ltd trading as Minerva Consulting Group	Case management audit	General Funds	No	\$8,043.00
QASCO Photography	WMF waste volumetric survey	General Funds	Department of Environment and Climate Change	\$15,348.00
SGS Economics and Planning Pty Ltd	Hawkesbury employment lands strategy	Contribution	No	\$16,638.37
Spectra Financial Services	Investment advisory services	General Funds	No	\$9,132.50
Technology One Ltd	Upgrade DataWorks server	General Funds	No	\$2,964.85
Technology One Ltd	Payroll process improvements	General Funds	No	\$830.00
Warwick Donnelly Pty Ltd	Structural engineering site inspection report – HCC Admin building air conditioning plant	General Funds	No	\$3,960.00
Warwick Donnelly Pty Ltd	Structural engineering site inspection report – Windsor library sign structures	General Funds	No	\$1,000.00
<b>TOTAL</b>				<b>\$399,447.06</b>

**Conformance to Strategic Plan**

Not applicable as this is an information report requested by Council.

**ORDINARY MEETING**

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**Funding**

Not applicable as this is an information report requested by Council and costs detailed have been met within existing budgets.

**RECOMMENDATION:**

That the information concerning consultancies utilised by Council during the period July to December 2008 be received.

**ATTACHMENTS:**

There are no supporting documents for this report.

**oooO END OF REPORT Oooo**

**ORDINARY MEETING**

**Meeting Date:** 24 February 2009

**CONFIDENTIAL REPORTS**

**Item:38**                    **IS - Tender No. 008/09 - Deep Lift Asphalt Reconstruction of Curtis Road,  
Mulgrave - (95494, 79344) CONFIDENTIAL**

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**Reason for Confidentiality**

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

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

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



ORDINARY MEETING

Meeting Date: 24 February 2009

Item:39            IS - Tender No. 005/FY09 - Provision of Mechanical Services (Replacement of Air Conditioning) for part of the Administration Building - (95495, 79340)  
**CONFIDENTIAL**

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**Reason for Confidentiality**

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

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

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

ORDINARY MEETING

Meeting Date: 24 February 2009

Item:40                    SS - Tender No. WR03-08/09 - Supply of Road Signs & Other Nominated Traffic Hardware (Western Sydney Regional Organisation of Councils - WSROC) - (95496, 74251, 99657) **CONFIDENTIAL**

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**Reason for Confidentiality**

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

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

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

ORDINARY MEETING

Meeting Date: 24 February 2009

Item:41                    **SS - Property Matter - Assignment of Lease from A & C Derwin, H & J Derwin, and D & A Mifsud to Spectaz Pty Ltd ATF The Spectaz Trust - Windsor Function Centre - (99158, 33132, 105643) CONFIDENTIAL**

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**Reason for Confidentiality**

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

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

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

**ORDINARY MEETING**

**Meeting Date:** 24 February 2009

**Item:42                    SS - Property Matter - Lease to WALLACE - Shop 4 McGraths Hill Shopping  
Centre - (94161, 10912) CONFIDENTIAL**

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**Reason for Confidentiality**

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

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

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

ORDINARY MEETING

Meeting Date: 24 February 2009

Item:43                      **SS - Property Matter - Surrender of Existing Lease for Shop 3 and a new lease for Shop 7, Glossodia Shopping Centre - (78815, 73898, 38869, 95496)**  
**CONFIDENTIAL**

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**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)(d) of the Act as it relates to details concerning the leasing of a Council property and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.*

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

**ORDINARY MEETING**

**Meeting Date:** 24 February 2009

ordinary

section 5

reports  
of committees

**ORDINARY MEETING**  
Reports of Committees



**SECTION 5 - Reports of Committees**

**ROC - Hawkesbury Civic and Citizenship Committee - 10 December 2008 - (96972)**

The meeting commenced at 5.35pm in Council Chambers

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**Present:** Councillor Bart Bassett  
David Bertenshaw representing the Hawkesbury Sports Council  
Jean Peare (community representative)  
Sonia Porter Corporate Communication Manager  
Dianne Finch (Community Representative)  
Councillor Rex Stubbs  
Barry Adams representing The Richmond Club

**Apologies:** Ruth Hart

**In Attendance:** Vanessa O'Donnell - Public Relations Coordinator  
Jan Barkley Jack

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**REPORT:**

**APOLOGIES**

An apology for absence was received from Ruth Hart.

RESOLVED on the motion of Councillor Bassett and seconded by Jean Peare that the apology be accepted.

**DECLARATION OF INTERESTS**

Jean Peare declared an interest for her nomination of the award for Citizen of the Month and Hawkesbury Citizen of the Year Awards. Jean requested her nomination for Hawkesbury Citizen of the Year be withdrawn.

The committee accepted her declaration of interest and request for removal from the nomination process for Hawkesbury Citizen of the Year.

RESOLVED on the motion of Jean Peare and seconded by Councillor Bassett that she be withdrawn from the Citizen of the Year process.

**SECTION 1: Confirmation of Minutes**

Minutes of last meeting

RESOLVED on the motion of Jean Peare and seconded by Councillor Bassett that the minutes of Hawkesbury Civic and Citizenship Committee Meeting held on the Wednesday 2 July 2008, be accepted.

## **SECTION 2: Reports for Determination**

### **ITEM: 1          Selection of Australia Day Award Recipients**

Motion : To move the Cultural Heritage Award nomination forward

RESOLVED on the motion of Dianne Finch and seconded by Councillor Stubbs.

#### ***Refer to RESOLUTION***

Resolution:

RESOLVED on the motion of Councillor Stubbs and seconded by Mrs Peare.

That:

The Cultural Heritage Award nominations be decided on first.

Motion: Cultural Heritage Award

RESOLVED on the motion of Dianne Finch and seconded by Mrs Peare.

#### ***Refer to RESOLUTION***

Resolution:

RESOLVED on the motion of Dianne Finch and seconded by Mrs Peare.

That Judy Newland be awarded the 2009 recipient for the Cultural Heritage Award.

Motion: Citizen of the Year

RESOLVED unanimously by the Hawkesbury Civic and Citizenship Committee.

#### ***Refer to RESOLUTION***

Resolution:

RESOLVED unanimously by the Hawkesbury Civic and Citizenship Committee.

That Ern Payne be awarded the 2009 Citizen of the Year.

Motion: Young Citizen of the Year

RESOLVED unanimously by the Hawkesbury Civic and Citizenship Committee.

#### ***Refer to RESOLUTION***

Resolution:

**ORDINARY MEETING**  
**Reports of Committees**

RESOLVED unanimously by the Hawkesbury Civic and Citizenship Committee.

That Brittini Davies be awarded the 2009 Young Citizen of the Year.

Motion: Sport Person of the Year

RESOLVED on the motion of Barry Adams and seconded by Councillor Bassett.

***Refer to RESOLUTION***

Resolution:

RESOLVED on the motion of Barry Adams and seconded by Councillor Bassett.

That Sian Lucas be nominated and awarded the 2009 Sport Person of the Year.

Motion: Commemorative Plaque

RESOLVED on the motion of Councillor Stubbs and seconded by Dianne Finch.

***Refer to RESOLUTION***

Resolution:

RESOLVED on the motion of Councillor Stubbs and seconded by Dianne Finch.

That the Portland Head Settlers (1803 - 1820) be awarded the 2009 Commemorative Plaque Award.

Motion: Community Arts Award

RESOLVED on the motion of Councillor Stubbs and seconded by Dianne Finch.

***Refer to RESOLUTION***

Resolution:

RESOLVED on the motion of Councillor Stubbs and seconded by Dianne Finch.

That Carol Carruthers be nominated and awarded the 2009 Community Arts Award.

Motion: Community Organisation of the Year

RESOLVED on the motion of Dianne Finch and seconded by Barry Adams.

***Refer to RESOLUTION***

Resolution:

RESOLVED on the motion of Dianne Finch and seconded by Barry Adams.

That Hawkesbury Community Kitchen be awarded the 2009 Community Organisation of the Year.

Motion: Special Achievement Award

RESOLVED on the motion of Jean Peare and seconded by Dianne Finch.

***Refer to RESOLUTION***

Resolution:

RESOLVED on the motion of Jean Peare and seconded by Dianne Finch.

That Jennie Maley be awarded the 2009 Special Achievement Award.

### **SECTION 3 - Reports for Information**

**ITEM: 1          Change of Constitution of Committee - additional member for the selection of the Cultural Heritage Award**

Motion:

RESOLVED on the motion of Councillor Stubbs and seconded by Dianne Finch.

***Refer to RESOLUTION***

Resolution:

RESOLVED on the motion of Councillor Stubbs and seconded by Dianne Finch.

That the information be received.

**ITEM: 2          Annual report of Civic and Citizenship Committee**

Motion:

RESOLVED on the motion of Councillor Stubbs and seconded by Dianne Finch.

***Refer to RESOLUTION***

Resolution:

RESOLVED on the motion of Councillor Stubbs and seconded by Dianne Finch.

That the information be received.

**ORDINARY MEETING**  
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**ITEM: 3          Notification of process for election of new community representatives for Civic and Citizenship Committee**

Motion:

RESOLVED on the motion of Councillor Stubbs and seconded by Dianne Finch.

***Refer to RESOLUTION***

Resolution:

RESOLVED on the motion of Councillor Stubbs and seconded by Dianne Finch.

That the information be received and thank you letters be sent to members who represented on the Hawkesbury Civic and Citizenship Committee for the past 4 ½ years.

**Next Meeting**

TBA

The meeting closed at 6.25pm

**oooO END OF REPORT Oooo**

**ORDINARY MEETING**  
Reports of Committees

**ROC - Hawkesbury Bicycle and Access Mobility Committee Minutes - 29 January 2009 - (98212)**

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

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<b>Present:</b>	Councillor Leigh Williams Councillor Christine Paine Alan Aldrich Jenni Bousfield Doug Bathersby Virginia Kruse	Chair, Councillor Representative Councillor Representative Community Representative Hawkesbury City Council Community Representative Community Representative
<b>Apologies:</b>	Chris Cameron	Community Representative
<b>In Attendance:</b>	Joseph Litwin Denise Oakes	Hawkesbury City Council Hawkesbury City Council

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**REPORT:**

Councillor Williams opened the meeting and congratulated committee members on their appointment to the Committee. Councillor Williams noted that the committee had not met for some time and expressed a strong desire for the committee to work together to achieve concrete outcomes on behalf of the community. Councillor Williams advised the committee that it would be necessary to formally appoint a chair for the Committee. In response to a question, Mr Litwin advised that Clause 5 (d) the constitution provided for the Councillor Delegate (appointed by the Council) to fill the position of chair but that if the committee determined otherwise this could be referred back to Council for determination.

Mr Aldrich nominated Councillor Williams for the position of chairperson. The nomination was seconded by Councillor Paine. Councillor Williams accepted the nomination and was duly appointed to the position of Chair.

**CONFIRMATION OF MINUTES**

**1. Matters arising from Previous Minutes**

Councillor Williams noted that in the minutes of the meeting held on 19 February 2007, Councillor Finch was incorrectly identified as the Chair.

**2. Confirmation of Minutes**

**RESOLVED** on the motion of Alan Aldrich and seconded by Jenni Bousfield that the Minutes of the Hawkesbury Bicycle and Access Mobility Committee held on 19 February 2007 be confirmed.

**SECTION 2 - REPORTS FOR DETERMINATION**

**Item 1 – Status Report – February 2007: Notification of Operational Issues**

**DISCUSSION:**

- Mr Litwin reported that all outstanding operational issues raised by the Committee had been responded to and actions completed.
- Councillor Paine expressed some concern regarding the 'Notification of Operational Issues' form and queried the necessity for this process.

**MOTION:**

**RESOLVED** on the motion of Virginia Kruse and seconded by Doug Bathersby.

**Refer to COMMITTEE RECOMMENDATION**

**COMMITTEE RECOMMENDATION.**

That the information be received.

**Item 2 – Confirmation of Community Representatives – Hawkesbury Bicycle and Access Mobility Committee**

**DISCUSSION:**

- Mr Aldrich sought advice as to whether other persons could be appointed to the Committee. Mr Litwin advised that the constitution provided for 8 community representatives and that casual vacancies could be filled by the Committee.
- The Committee discussed the possibility of inviting other community representatives to sit on the Committee.

**MOTION:**

**RESOLVED** on the motion of Alan Aldrich and seconded by Councillor Paine.

**Refer to COMMITTEE RECOMMENDATION**

**COMMITTEE RECOMMENDATION**

That

1. The information be noted.
2. The Committee to invite Mr Robert Richardson, Mr Ken Ferris, and representatives from the Guide Dogs Association (Glossodia), and the Seniors Advisory Committee to sit on the Committee.

**Item 3 – Committees of Council – Formation and Committee Procedures.**

**DISCUSSION:**

- Mr Litwin advised that this item was included in the Business Paper to inform the Committee of the governance arrangements for conducting the business of the Committee.

**ORDINARY MEETING**  
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- Mr Bathersby sought clarifications as to whether the practice guidelines outlined in the report included provision for the raising of general business items. Mr Litwin confirmed that this was the case.

**MOTION:**

**RESOLVED** on the motion of Doug Bathersby and seconded by Councillor Paine.

**Refer to COMMITTEE RECOMMENDATION**

**COMMITTEE RECOMMENDATION**

That:

1. The information be received.
2. The Committee to note that the business of the Committee will be conducted in accordance with the practice guidelines detailed in this Report.

**Item 4 –Confirmation of Consultancy Brief – Hawkesbury Mobility Plan**

**DISCUSSION:**

- Ms Oakes advised the Committee that the consultancy brief had been sent out to selected consultants to obtain indicative costings. Consultants were advised that the brief may be subject to change to incorporate the comments of the Committee.
- Mr Bathersby sought clarifications as to naming of the plan and expressed concern that the name might imply an exclusive focus on access. Mr Litwin advised that the Mobility Plan was a 'generic' term and that the consultancy brief clearly stipulated a requirement for the consultant to prepare a Pedestrian Access Mobility Plan (PAMP) and a Bike Plan.
- Mr Bathersby requested that the provision for the Committee's membership on the internal steering committee established to work with the consultant, be extended to include a cyclist representative. Mr Litwin advised that this request could be accommodated but would require the concurrence of senior management as the steering committee was an internal (operational) working group which had been established with the approval of senior management. Mr Litwin also clarified that the role of the steering committee was to project manage the work of the consultant rather than identifying specific works for inclusion in the Mobility Plan.

**MOTION:**

**RESOLVED** on the motion of Councillor Paine and seconded by Virginia Kruse.

**Refer to COMMITTEE RECOMMENDATION**

**COMMITTEE RECOMMENDATION:**

That

1. The Preliminary Consultant Brief for the Preparation of the Hawkesbury Mobility Plan be ratified.
2. The Committee to appoint two members of the Hawkesbury Bicycle and Access Mobility Committee to sit on the internal Steering Committee.



**ORDINARY MEETING**  
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3. Mr Alan Aldrich to be appointed to the Steering Committee together with either Mr Cameron or Mr Bathersby (the nominee to be confirmed following discussion between Mr Cameron and Mr Bathersby).

**SECTION 3 - GENERAL BUSINESS**

- 3.1 Mr Aldrich indicated that the intersection of March and Bosworth Streets in Richmond (in particular the corner diagonally opposite KFC) was a traffic hazard and enquired if it could be referred to the Local Traffic Committee.
- 3.2 Mr Aldrich queried the adequacy of the Evacuation Plan for the Deerubbin Centre. Mr. Litwin indicated he would request that the manager Cultural Service contact Mr Aldrich to discuss his concern.
- 3.3 Mr Aldrich enquired whether it might still be appropriate for him to table a list of maintenance works which could be forwarded to Council staff to address in the course of their scheduled maintenance program. Mr. Litwin advised that Mr Aldrich to submit a list which could be forwarded to Infrastructure Services for consideration and action.
- 3.4 Mr Aldrich enquired as to whether the design of the proposed new Windsor Bridge incorporated appropriate provision for access.
- 3.5 Mr Aldrich advised the Committee of past discussions held with Mr Chris Amit regarding footpath camber and enquired as to whether provision for a footpath camber of less than 3% was still a planning guideline. Mr Litwin advised he would consult with Mr Amit and encouraged Mr Aldrich to contact Mr Amit directly in relation to such matters.
- 3.6 Mr Bathersby provided the committee with an update on the status of the cyclebridge construction over South-Wianamatta Creek.
- 3.7 Mr Bathersby advised that BNSW (Bicycle NSW) is considering having Windsor as one of several Starting Points for one of its major rides – the Spring Cycle- in 2011. He noted that was a very positive thing for cycling in the region, and that there may be 2 routes-one for experienced cyclists and one for less experienced cyclists.
- 3.8 Ms Kruse enquired as to whether Council or other agencies conducted awareness raising campaign for business in relation to Mobility Access. Ms Kruse invited Mr Aldrich to speak to the Chamber of Commerce in relation to mobility access issues.

**NEXT MEETING** – to be held at 4.00 pm on Thursday 19 February 2009, at The Meeting Room Peppercorn Place, 320 George St. WINDSOR. Meeting to be held on the 3rd Thursday of each month

Meeting Closed at 5.50pm.

**oooO END OF REPORT Oooo**

**ORDINARY MEETING**  
Reports of Committees

**ROC - Hawkesbury Macquarie 2010 Committee Minutes - 10 February 2009 - (95852)**

The meeting commenced at 10:00am in Council Chambers.

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<b>Present:</b>	Councillor Rex Stubbs Anthony Miller Carol Edds Colin Mitchell Danielle Wheeler Virginia Kruse Dudley Mercer Frank Holland Gai Timmerman Jan Barkley Jack John Miller Joyce Edwards Judy Newland Lesley George Pat Salgado Max Jarman Sonia Porter Keri Whiteley	Chair, Councillor Representative Community Representative Community Representative Community Representative Community Representative Community Representative Community Representative Community Representative Community Representative Community Representative Community Representative Community Representative Community Representative Community Representative Community Representative Community Representative Community Representative Hawkesbury City Council Hawkesbury City Council
<b>Apologies:</b>	Cathy Bell Aunty Edna Watson	Community Representative Community Representative
<b>In Attendance:</b>	Councillor Bart Bassett Peter Jackson Joseph Litwin	Mayor, Hawkesbury City Council General Manager, Hawkesbury City Council Hawkesbury City Council

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**REPORT:**

Councillor Stubbs opened the meeting and congratulated committee members on their appointment to the Committee. Councillor Stubbs acknowledged the extensive community interest in the Macquarie 2010 celebrations and the obvious enthusiasm and commitment of committee members in coming together on this important project. Councillor Stubbs invited committee members to introduce themselves.

**CONFIRMATION OF MINUTES:** N/A

**SECTION 2 - REPORTS FOR DETERMINATION**

**Item 1 – Establishment of Hawkesbury Macquarie 2010 Committee**

**DISCUSSION:**

- Mr Litwin referred the committee to the Business Paper which included an excerpt from the Council Report regarding the establishment of the Hawkesbury Macquarie 2010 Committee as well as Council's Resolution regarding this matter. Mr Litwin advised that in considering this matter, Council noted that it may be practically difficult to operate a committee with a membership of 22 and encouraged the Committee to consider strategies by which the work of the committee could be best transacted.

- The Committee then discussed options in relation to the working of the Committee.

**MOTION:**

**RESOLVED** on the motion of Virginia Kruse and seconded by Colin Mitchell.

**Refer to COMMITTEE RECOMMENDATION**

**COMMITTEE RECOMMENDATION:**

That:

1. The information be noted.
2. The Committee defer consideration of options for undertaking the work of the committee to a future time to be determined by the Committee.

**Item 2 – Committees of Council – Formation and Committee Procedures**

**DISCUSSION:**

- Mr Litwin advised that this item was included in the Business Paper to inform the Committee of the governance arrangements for conducting the business of the Committee.

**MOTION:**

**RESOLVED** on the motion of Frank Holland and seconded by Judy Newland.

**Refer to COMMITTEE RECOMMENDATION**

**COMMITTEE RECOMMENDATION.**

That

1. The information be received.
2. The Committee to note that the business of the Committee will be conducted in accordance with the practice guidelines detailed in this Report.

**Item 3 – Provisional Macquarie 2010 Program**

**DISCUSSION:**

- Mr Litwin advised that the program outlined in the Business Paper had been developed and costed by Council staff and was conditional on Council's budget allocation processes. The program was intended to add value to existing council activities and projects and it was envisaged that it would be augmented by community sponsored events and activities.
- The Committee reviewed each element of the provisional program. Issues were raised regarding the timing of events and the process for seeking expressions from community groups.

**MOTION:**

**RESOLVED** on the motion of Judy Newland and seconded by Joyce Edwards.

**Refer to COMMITTEE RECOMMENDATION**

**COMMITTEE RECOMMENDATION.**

That:

1. The information be received.
2. The Committee endorse the proposed provisional program.

A further report be submitted to the Committee covering the process for soliciting expressions of interest from community groups for the staging of Macquarie 2010 events and activities, and the timing and sequencing of events.

**Item 4 – Macquarie 2010 Seed Funding Program**

**DISCUSSION:**

- Mr Litwin referred the committee to the Business Paper which outlined criteria for a proposed Macquarie 2010 Seed Funding Program to be established (subject to Council approval and budget appropriations) as a category within the existing Community Sponsorship Program. Councillor Stubbs invited comment on the criteria.

**MOTION:**

**RESOLVED** on the motion of Carol Edds and seconded by Jan Barkley Jack.

**Refer to COMMITTEE RECOMMENDATION**

**COMMITTEE RECOMMENDATION.**

That

1. The Committee endorse the draft criteria for the proposed Macquarie 2010 Seed Funding Program.
2. If the Macquarie 2010 Seed Funding Program is approved to be established by Council as part of the 2009/2010 Management Plan process, then the draft criteria be reported to Council for its consideration.

**Item 5 – The Hawkesbury Heritage Trail and Windsor Heritage Trail Project**

**DISCUSSION:**

- Ms Whiteley referred the committee to the Business Paper which outlined a proposal for a project to design and publish a heritage trail brochure in conjunction with the Hawkesbury Macquarie 2010 Program. Councillor Stubbs invited comment on the proposal.

**MOTION:**

**RESOLVED** on the motion of John Miller and seconded by Frank Holland.

**Refer to COMMITTEE RECOMMENDATION**

**COMMITTEE RECOMMENDATION:**

That the Committee receive the Project Charter for the Hawkesbury Heritage Trail Project.

**Item 6 – Hawkesbury Heritage Seminar Series 2010 – Macquarie’s Influence on Town Planning**

**DISCUSSION:**

- Ms Whiteley referred the committee to the Business Paper which outlined a proposal for a project to commission the Heritage Advisory Committee to conduct a seminar series on Governor Lachlan Macquarie's Influence on Town Planning. Councillor Stubbs invited comment on the proposal.

**MOTION:**

**RESOLVED** on the motion of Jan Barkley Jack and seconded by Carol Edds.

**Refer to COMMITTEE RECOMMENDATION**

**COMMITTEE RECOMMENDATION.**

That:

1. The Committee receive the Project Charter for the Hawkesbury Heritage Seminar Series 2010.
2. The Committee write to the Heritage Advisory Committee to determine its willingness to undertake this Project on behalf of the Committee.

**SECTION 3 - GENERAL BUSINESS**

- Ms Salgado raised the need to establish sub-committees to begin immediate planning for Macquarie 2010 Celebrations. There was considerable discussion in relation to how this could best be achieved and what sub-committees would be required.
- Mr Litwin suggested that it would be important for each sub-committee to have clear terms of reference and operating briefs so that the activities of each committee could co-ordinated. Mr Litwin indicated that the establishment of sub-committees could be included in the further report arising from Item 3.
- Ms Barkley Jack suggested that there need not be a delay in establishing committees and sought nominations for a sub-committee to be established to prepare/research historical information pertinent to the Macquarie 2010 Project. Committee members nominated themselves to participate on this proposed sub-committee. Mr Litwin requested that Ms Barkley Jack forward information regarding the membership and role of the committee so that this could be included in the further report.
- Ms Wheeler suggested that there was a need to establish and agreed vision for the Macquarie 2010 Celebrations and that this should perhaps proceed the development of any proposed Macquarie 2010 Program.

## ORDINARY MEETING

### Reports of Committees

- There was further discussion regarding these issues and it was agreed that an e-mail invitation would be sent to groups listed in Council's Community Directory seeking immediate Expressions of Interest from any community group that already has an activity organised for inclusion in its Macquarie events Calendar for 2010. Ms Barkley jack agreed to provide the text for this e-mail and forward to Mr Litwin for distribution.

**NEXT MEETING** – to be held at 9.00 am on Thursday 12 March 2009, in the Large and Small Committee Rooms (Next to Council Chambers), Hawkesbury City Council, 366 George St. WINDSOR. Meeting to be held on the 2nd Thursday of each month at 9.00am.

*Meeting Closed at 11.55 am.*

oooO END OF REPORT Oooo



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meeting

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