



Hawkesbury City Council

ordinary meeting business paper

date of meeting: 31 May 2011

location: council chambers

time: 6:30 p.m.



mission statement

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

How Council Operates

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

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

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

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

Meeting Procedure

The Mayor is Chairperson of the meeting.

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

Public Participation

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

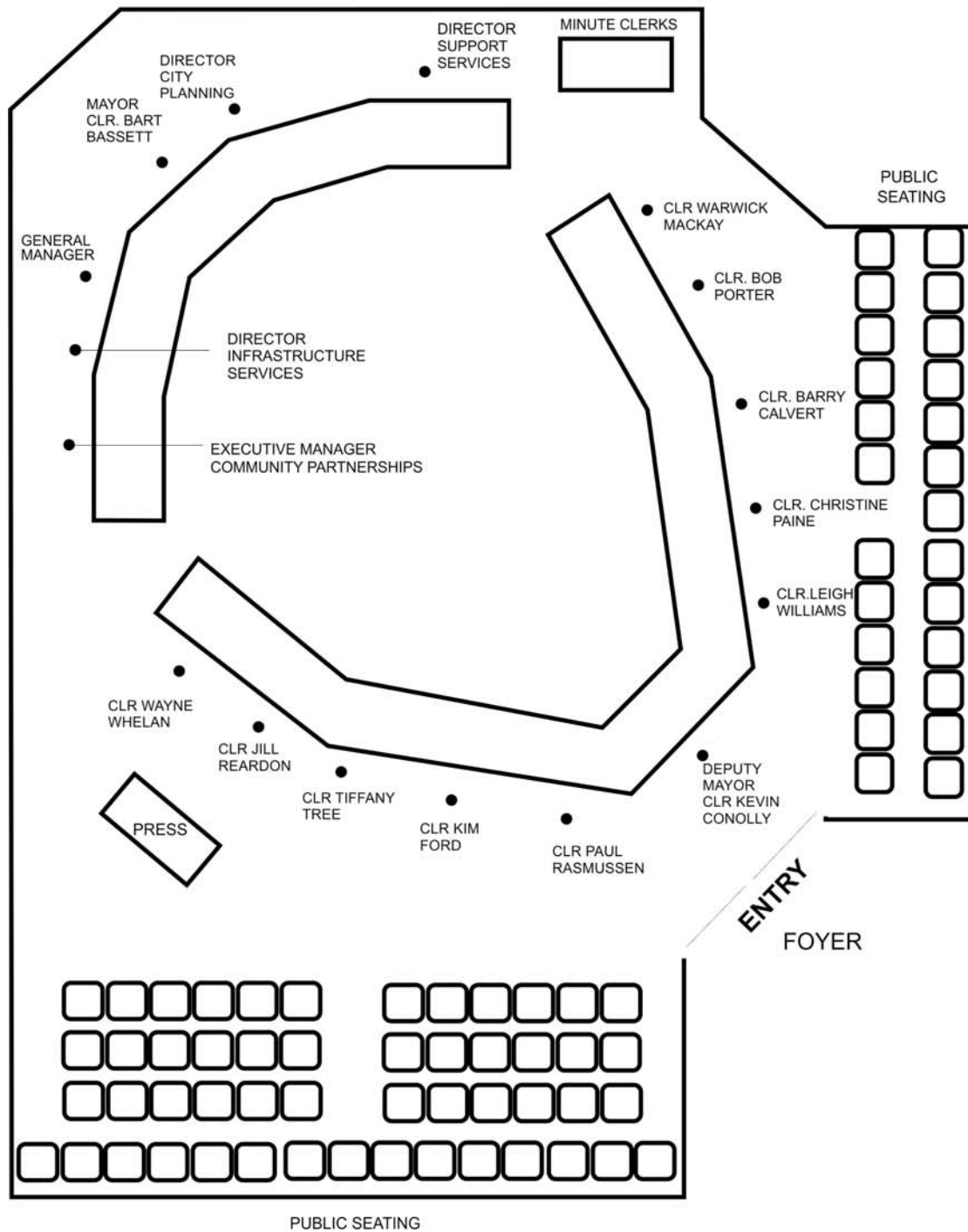
Website

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.

Further Information

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

council chambers



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SECTION 4 - Reports for Determination

GENERAL MANAGER

Item: 101 **GM - Sister City Program Policy - Student Exchange Donation, Temple City and Kyotamba 2011 - (79351, 73610)**

Previous Item: Item 46, Ordinary (9 March 2010)

REPORT:

Executive Summary

The purpose of the report is to:

1. Inform Council that the Hawkesbury Sister City Association (Association) has selected the Hawkesbury students to be part of the 2011 students exchange program to Council's sister cities of Kyotamba, (Kyoto) Japan and Temple City, (California) USA as part of the annual student exchange program; and
2. Provide for Council consideration, donations of \$500 to each of the students, in accordance with Council's Policy regarding Sister City and City-Country Alliance Program Policy (Policy).

The student exchange program (part of the policy) provides for 12 students to visit the sister cities being up to six students to each of Kyotamba and Temple City.

The Association advises that the Hawkesbury students will visit both sisters cities at the same time and during September/October 2011 (departing around 24 September, subject to best airfare prices).

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 budgets each year.

It is recommended that Council continue to support the student exchange program by making a donation to the nominated students in accordance with the Policy.

Further detail about the sister city program and Policy is included in the background of this report.

Consultation

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

Background

The sister city relationship with Kyotamba and Temple City provides for culture, sport and youth exchanges between our areas. The program includes Council's activities with the sister cities including the civic-cultural exchanges and Association activities (program partners) with sister cities associations including other cultural and youth exchanges.

Council's Sister City and City-Country Alliance Program Policy delegates authority to the Association to undertake appropriate exchange programs on Council's behalf with Council's two sister cities, under Section 377 of the Local Government Act, 1993.

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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 to Council's two international sister cities. Students stay with host sister city families and the visits are coordinated with counter part sister city associations in each country. In reply, students from Temple City and Kyotamba also visit the Hawkesbury 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. 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.

Both Kyotamba and Temple City students will undertake their student exchange to the Hawkesbury from 24 July (arrive 26) to 21 August 2011 and will stay with host families.

The Association has selected 10 students for this year's program as follows:

(a) Hawkesbury students to visit Kyotamba:

- (i) Ellen Ryan - of Bligh Park (Richmond High School)
- (ii) Alex Tunstell - of Agnes Banks (Richmond High School)
- (iii) Gracie Applin - of Windsor Downs (Richmond High School)
- (iv) Summalea Arndt - of Glossodia (The Hills Sports High School)

(b) Hawkesbury students to visit Temple City:

- (i) Karrie Benz - of Glossodia (Penrith High School)
- (ii) Megan Ellis - of Richmond (Richmond High School)
- (iii) Victoria Rafalo - of Wilberforce (Arndell College)
- (iv) Heath Jonker - of Bligh Park (Richmond High School)
- (v) Lachlan Connally - of Glossodia (Kuyper Christian School)
- (vi) Maddison Edwards - of Richmond (Richmond High School)

Of relevance to the student exchange visit to Kyotamba is the three disasters that have affected Japan in March 2011. Notwithstanding the distance of Kyotamba in southern Japan to the disasters sites, and the travel advice of the Australian Government (Smart Traveller website) Council Officers have raised the matter with the Association and the Association makes use of the Government's travel advice in exchange visit management.

It is recommended that Council continue to support the student exchange by making a donation to the nominated students in accordance with the Policy.

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.

Conformance to Community Strategic Plan

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

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

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

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

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

Goal:

- Support community initiatives and volunteers.

Financial Implications

All costs will be met from the approved 2010/2011 Budget.

In the past the students have travelled during June/July and this was provided for in the budget. This year the Association has moved the exchange visit forward in the calendar year in response to the disasters in Japan and the need to identify a more suitable time for program management. If the September exchange time frame is to remain, Council will need to consider this in future budget planning.

RECOMMENDATION:

That:

1. Under the provisions of Section 356 of the Local Government Act 1993, and in accordance with Council's Sister City Program Policy, Council donate \$500 to each of the following students participating in the 2011 student exchange program visit to Kyotamba and Temple City being:
 - (a) Ellen Ryan
 - (b) Alex Tunstell
 - (c) Gracie Applin
 - (d) Summalea Arndt
 - (e) Karrie Benz
 - (f) Megan Ellis
 - (g) Victoria Rafalo
 - (h) Heath Jonker
 - (i) Lachlan Connally
 - (j) Maddison Edwards
2. The Hawkesbury Sister City Association be requested to address the issues surrounding the recent disasters in Japan with the parents and guardians of students travelling to Kyotamba, utilising Federal Government travel advice.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 102 GM - 14th International Riversymposium - (79351)

REPORT:

Executive Summary

The 14th International Riversymposium will be held in Brisbane, Queensland from 26 - 29 September 2011. Council has been represented at the Riversymposium in the past and in view of its relevance to Council's area it is recommended that the Riversymposium be attended by nominated Councillors and appropriate staff.

Consultation

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

Background

The 14th International Riversymposium will be held in Brisbane, Queensland from 26 - 29 September 2011.

The 2011 Riversymposium will explore the multiple reasons that rivers are valuable, ranging from economics through to cultural and spiritual values. There will be a prominent focus throughout the conference on natural disasters and their value to rivers and waterways, due to the recent events that are being felt across the globe and specifically Queensland.

This year's program will have a strong focus on the management and recovery of our rivers and waterways in accordance with the overall theme, The Value of Rivers.

Cost of attendance at the 14th International Riversymposium will be approximately \$3,200.00 per delegate.

The 2011/2012 Draft Budget contains a provision of \$43,000 for Delegates Expenses.

Conformance to Community Strategic Plan

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

- To look after our cultural and environmental assets for future generations so that they too can enjoy and benefit from a clean river and natural eco-systems, rural and cultural landscape.
- Work with our communities and businesses to use our resources in a sustainable way and employ best practices and technologies that are in harmony with our natural environment.

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

- Work in partnership with relevant stakeholders to protect designated waters.
- Encourage and educate the community to care for their environment.

Financial Implications

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

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RECOMMENDATION:

That attendance of nominated Councillors and staff members as considered appropriate by the General Manager, at the 14th International Riversymposium at an approximate cost of \$3,200.00 per delegate be approved.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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CITY PLANNING

Item: 103 CP - Modification of Consents DA0341/91, DA1325/03 and DA0733/04 to alter commencement date of the approved trial period for trading hours at the Clarendon Tavern - Lot 4 SP 73508, 244 Hawkesbury Valley Way Clarendon - (DA0518/05A, 10517, 82728, 95498)

Previous Item: 255, Ordinary (9 December 2008)

Development Information

File Number: DA0341/91, DA1325/03, DA0733/04 and DA0518/05
Property Address: Lot 1 DP 730903, SP 73508 No. 244 Hawkesbury Valley Way Clarendon
Applicant: Pacific Islands Express Pty Ltd
Owner: Pacific Islands Express Pty Ltd
Proposal Details: Modification of Development Consent No. DA0341/91, DA1325/03 and DA0733/04 to alter the commencement date of the approved trial period for trading hours at the Clarendon Tavern
Estimated Cost: N/A
Zone: Mixed Agriculture under Hawkesbury Local Environmental Plan 1989
Draft Zone: IN2 Light Industrial under Draft Hawkesbury Local Environmental Plan 2009
Date Received: 17 December 2010
Advertising: 10 February 2011 to 1 March 2011
Key Issues:

- ◆ Delayed commencement of 12 month trial period
- ◆ Land and Environment Court Directions

Recommendation: Approval

REPORT:

Executive Summary

The modification sought is to allow the delayed commencement of a 12 month trial period for late night trading of the Clarendon Tavern as previously considered and approved by the Land and Environment Court. This matter is being reported to Council for determination as it involves a matter that was dealt with by the Land and Environment Court. The application is recommended for approval so as to enable the directions issued by the Land and Environment Court to be fulfilled.

Key Issues

- Delayed commencement of 12 month trial period
- Land and Environment Court Directions

Background

The following Development Approvals have been issued by Hawkesbury City Council in relation to the subject site:

DA0341/91 – issued on 13 May 1993 for the construction of a 'Tourist facility/service station and convenience store'. The plans associated with this approval show the existing hotel premises. Initially, the approved hours of operation were between 9.00am to 10.00pm daily. Subsequent amendments to this

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approval granted an extension to approved operating hours so as to allow trading between 5.00am to 12 midnight, Mondays to Saturdays and 10.00am to 12 midnight on Sundays.

DA1325/03 – issued on 18 November 2003 for the conversion of a café into a function room associated with the hotel.

DA0733/04 – issued on 14 September 2005 for commercial alteration/additions involving a new office and cool room.

DA0518/05 – issued on September 2005 for building works and the creation of a gaming room, TAB bar and bottle shop in conjunction with the hotel.

On 1 September 2008 Council received an application pursuant to S96(2) of the Environmental Planning and Assessment Act 1979 seeking consent to extend the trading hours to allow trading on Thursday, Friday and Saturday nights until 3.00am (inclusive of a 12 midnight shut-out).

Council considered the application at its Ordinary Meeting held on 9 December 2008 where it was resolved to refuse the application for the following reasons:

1. *The likely negative impact on the amenity of the locality.*
2. *The occurrence of anti-social behaviour in the vicinity of these premises previously when this business operated for extended hours.*
3. *The concerns of Hawkesbury Local Area Command of the NSW Police that increased incidents of malicious damage, assaults and drink driving are foreseeable.*
4. *The lack of public transport in the area after midnight.*
5. *The absence of evidence of tourist demand for such facilities after midnight. The proposed "no new entry after midnight" restriction would preclude operation as a tourist-focused facility.*
6. *The proposal is not in the public interest."*

The applicant subsequently appealed this refusal in the Land and Environment Court. On 2 October 2009 the Court upheld the appeal and approved the modification of Development Consent No.s DA0341/91, DA1325/03 and DA0733/04 (*Pacific Islands Express Pty Ltd v Hawkesbury City Council* [2009] NSWLEC 1321: 2 October 2009) to allow for extended trading for a trial period as follows:

- *"Late-night trading on Friday and Saturday nights only, until 2.00am the following day otherwise trading is to cease at midnight.*
- *The trial period is to be for 12 months after which a further modification application will be required to be submitted to the council.*
- *The bus service is to be available from 11.00pm until close of business on Friday and Saturday nights."*

In addition to permitting a trial period relating to the extension of trading hours the Land and Environment Court approval included the imposition of conditions requiring:

- Compliance with an operational management plan
- 250 person maximum capacity
- Exclusion period after midnight
- Provision of security staff
- Sound/noise/amplification controls
- Installation of acoustic walls and other noise measures
- Restriction of live music after midnight
- Entertainment and restrictions on usage of the rear courtyards
- Patron transport arrangements

The management plan prepared for the site provided for a number of additional operational matters involving:

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- The location and operation of the CCTV camera positions, loudspeakers, external plant and waste collection and storage points.
- Liquor service is to cease 15 minutes prior to the close of trade.
- Enforcement of responsible service of alcohol requirements of the liquor licence including training of staff and management
- The availability of food during all trading hours.
- Identification policy and gambling measures and strategies.
- The number of and licensing of security personnel as well as their patrolling and other responsibilities.
- Incident reporting and registering of complaints.
- The provision of a complimentary bus service for patrons.
- Signage associated with the bus service, the midnight lockdown etc.
- Noise management and the use of the rear courtyard.
- A mechanism for the amendment of the management plan.

Description of Proposal

The applicant has submitted the application to modification of the three nominated development consents relating to the Clarendon Tavern so as to enable the implementation of the trial period approved by the Land and Environment Court. It has been acknowledged that there has been a delay by the site operator in completing the works associated with implementation of the acoustic measures associated with the site. The Court decision was made in October 2009 however the applicant has advised that the works required to be undertaken to achieve acoustic compliance were only completed in October 2010.

Accordingly, the trial period was unable to be undertaken within the time period prescribed in the consent, being between 2 October 2009 to 2 October 2010 (being 12 months from the date of the judgement).

It is highlighted that prior to the commencement of the trial period that:

"Prior to occupation of the Premise for the extended hours of trading an acoustic audit shall be undertaken by a suitably qualified person (approved by Council) to certify that all noise mitigation recommendations have been implemented and effective."

In addition, it is also noted that follow-up acoustic audits are required to be undertaken during the first two weeks and within six months of trading to:

"...certify that all noise mitigation recommendations are operating effectively and the level of noise emitted from the Premises satisfies the approved noise conditions."

The modification request seeks approval to change Development Consent No.s DA0341/91, DA1325/03 and DA0733/04 to commence the trial after the acoustic audit is approved and alter the following conditions as shown in bold below:

Development Consent No. D0341/91

Condition No. 28 in Development Consent No. D0341/91, as modified by the Land & Environment Court, provides as follows:

28. (a) *The hours of operation of the premises are to be restricted as follows:*
- (i) *5.00am Friday to 2.00am Saturday;*
 - (ii) *5.00am Saturday to 2.00am Sunday;*
 - (iii) *5.00am – midnight – Monday to Thursday;*
 - (iv) *10.00am – midnight on Sunday.*
- (b) *The hours of operation detailed in (a) above are for a trial period of twelve (12) months from the date of this modified consent notice. A Section 96 application will be required*

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to be submitted to Council prior to the expiration of the twelve (12) month period for the continuation of the hours detailed above.

The subject application seeks approval to modify this condition as follows:

28. (a) *The hours of operation of the premises are to be restricted as follows:*
- (i) 5.00am Friday to 2.00am Saturday;
 - (ii) 5.00am Saturday to 2.00am Sunday;
 - (iii) 5.00am – midnight – Monday to Thursday;
 - (iv) 10.00am – midnight on Sunday.
- (b) *The hours of operation detailed in (a) above are for a trial period of twelve (12) months from the date **on which Council approves the acoustic audit required by Condition 39n.** A Section 96 application will be required to be submitted to Council prior to the expiration of the twelve (12) month period for the continuation of the hours detailed above.*

Development Consent No. DA1325/03

Condition No. 19 in Development Consent No. DA1325/03, as modified by the Land & Environment Court, provides as follows:

19. (a) *The hours of operation of the premises are to be restricted as follows:*
- (i) 5.00am Friday to 2.00am Saturday;
 - (ii) 5.00am Saturday to 2.00am Sunday;
 - (iii) 5.00am – midnight – Monday to Thursday;
 - (iv) 10.00am – midnight on Sunday.
- (b) *The hours of operation detailed in (a) above are for a trial period of twelve (12) months from the date of this modified consent notice. A Section 96 application will be required to be submitted to Council prior to the expiration of the twelve (12) month period for the continuation of the hours detailed above.*

The subject application seeks approval to modify this condition as follows:

19. (a) *The hours of operation of the premises are to be restricted as follows:*
- (i) 5.00am Friday to 2.00am Saturday;
 - (ii) 5.00am Saturday to 2.00am Sunday;
 - (iii) 5.00am – midnight – Monday to Thursday;
 - (iv) 10.00am – midnight on Sunday.
- (b) *The hours of operation detailed in (a) above are for a trial period of twelve (12) months from the date **on which Council approves the acoustic audit required by Condition 39n.** A Section 96 application will be required to be submitted to Council prior to the expiration of the twelve (12) month period for the continuation of the hours detailed above.*

Development Consent No. DA0733/04

Condition No. 9 in Development Consent No. DA0733/04, as modified by the Land & Environment Court, provides as follows:

9. (a) *The hours of operation of the premises are to be restricted as follows:*
- (i) 5.00am Friday to 2.00am Saturday;
 - (ii) 5.00am Saturday to 2.00am Sunday;

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- (iii) 5.00am – midnight – Monday to Thursday;
 - (iv) 10.00am – midnight on Sunday.
- (b) The hours of operation detailed in (a) above are for a trial period of twelve (12) months from the date of this modified consent notice. A Section 96 application will be required to be submitted to Council prior to the expiration of the twelve (12) month period for the continuation of the hours detailed above.

The subject application seeks approval to modify this condition as follows:

9. (a) The hours of operation of the premises are to be restricted as follows:
- (i) 5.00am Friday to 2.00am Saturday;
 - (ii) 5.00am Saturday to 2.00am Sunday;
 - (iii) 5.00am – midnight – Monday to Thursday;
 - (iv) 10.00am – midnight on Sunday.
- (b) The hours of operation detailed in (a) above are for a trial period of twelve (12) months from the date **on which Council approves the acoustic audit required by Condition 39n**. A Section 96 application will be required to be submitted to Council prior to the expiration of the twelve (12) month period for the continuation of the hours detailed above.

Statutory Situation

Council Policies, procedures and Codes to Which the Matter Relates

- Environmental Planning and Assessment Act, 1979
- Sydney Regional Environmental Plan No. 20 – Hawkesbury Nepean River
- Hawkesbury Local Environmental Plan 1989
- Draft Hawkesbury Local Environmental Plan 2009
- Hawkesbury Development Control Plan
- Council Policy – Applications Determined by Council – Re-application Process Policy,

Matters for consideration under Section 79(c) of the Environmental Planning and Assessment Act 1979:

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:

Section 79C “Matters for Consideration” Comments	Section 79C “Matters for Consideration” Comments
Section 79C (1) (a)(i) – Provisions of any environmental planning instrument	The proposed development is considered consistent with the provisions contained in Hawkesbury Local Environmental Plan 1989 and Sydney Regional Environmental Plan No. 20.
Section 79C (1) (a)(ii) – Provisions of any draft environmental planning instrument	The subject site is proposed to be zoned IN2 Light Industrial under the provisions of Draft Hawkesbury Local Environmental Plan 2009. A “hotel” use would constitute a permissible form of development within this zone. It is considered that the proposal is not inconsistent with the provisions of this Draft plan.

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Section 79C (1) (a)(iii) – Provisions of any development control plan	The proposal is not considered inconsistent with the provisions contained in Hawkesbury Development Control Plan 2002.
Section 79C (1) (a)(iii) – Provisions of the regulations	None applicable.
Section 79C (1) (b) – the likely impacts of the development, including environmental impacts on the natural and built environment and social and economic impacts in the locality	The subject S96 application would not result in any additional environmental impact above that considered in conjunction with the approval granted by the Land and Environment Court.
Section 79C (1) (c) – the suitability of the site for the development	The location of the site is suitable for consideration of the application.
Section 79C (1) (d) and (e) – any submissions made in accordance with the EPA Act or EPA Regs and public interest	One (1) submission was received from the Hawkesbury Local Area Command. This matter is dealt with separately in this report.

Lapsing of Consent

In conjunction with the assessment of the application legal advice was sought to advise whether Council was able to consider the application having regard to the fact that the application had been made after the expiration of the trial period granted by the Land and Environment Court.

It has been advised that Council does have the power to approve the application in the manner sought by the applicant.

Section 96AA of the Environmental Planning and Assessment Act 1979

The proposed development is considered to be a modification made pursuant to Section 96AA of the Environmental Planning and Assessment Act 1979, relating to modifications having minor environmental impact. Sections 96AA (1) and (1A) provide that a Consent Authority may modify the consent if:

- (1) *A consent authority may, on application being made by the applicant or any other person entitled to act on a consent granted by the Court and subject to and in accordance with the regulations, modify the development consent if:*
 - (a) *it is satisfied that the development to which the consent as modified relates is substantially the same development as the development for which the consent was originally granted and before that consent as originally granted was modified (if at all), and*
 - (b) *it has notified the application in accordance with:*
 - (i) *the regulations, if the regulations so require, and*
 - (ii) *a development control plan, if the consent authority is a council that has made a development control plan that requires the notification or advertising of applications for modification of a development consent, and*
 - (c) *it has notified, or made reasonable attempts to notify, each person who made a submission in respect of the relevant development application of the proposed modification by sending written notice to the last address known to the consent authority of the objector or other person, and*
 - (d) *it has considered any submissions made concerning the proposed modification within any period prescribed by the regulations or provided by the development control plan, as the case may be.*

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- (1A) *In determining an application for modification of a consent under this section, the consent authority must take into consideration such of the matters referred to in section 79C (1) as are of relevance to the development the subject of the application.*

Having regard to the above, it is noted that the proposal seeks approval for the delayed implementation of the trial period involving late trading hours that was granted by the Land and Environment Court. The subject application does not involve the alteration of any conditions of this approval other than those relating to its commencement. It is therefore considered that Section 1(a) is satisfied.

In accordance with Sections 1(b) and 1(c) the application was notified as described later in this report. No submissions were received in response to Council's notification of the application.

Hawkesbury Local Environmental Plan 1989

The subject property is zoned Mixed Agriculture under Hawkesbury Local Environmental Plan 1989. The existing development was approved as a "tourist facility" being defined as:

tourist facilities means a building or place that is used to provide refreshment, accommodation, recreation or amusement facilities for the travelling or holidaying public

Tourist facilities are permissible with consent within the Mixed Agriculture zone.

In addition to the above, the following clauses of Hawkesbury Local Environmental Plan 1989 were taken into consideration:

Clause 2 - Aims, objectives etc,
Clause 5 - Definitions
Clause 8 - Zones indicated on the map
Clause 9 - Carrying out development
Clause 9A - Zone Objectives
Clause 22 – Development fronting a main or arterial road
Clause 37 – Land affected by aircraft noise

An assessment of the Development Application otherwise reveals that the proposal complies with the matters raised in the above clauses of Hawkesbury Local Environmental Plan 1989.

Community Consultation

The application was notified to adjoining property owners and each person who made a submission in respect of the previous application (D0341/91D) of the proposed modification by letter dated 10 February 2011. In response to this notification no written submissions were received.

NSW Police Comments

The application was forwarded to Hawkesbury Local Area Command as part of the consultation process. In response correspondence was received on 13 April 2011 providing the following comments in respect to the proposal:

"I maintain the concerns from the previous application in relation to the extended trading hours and would like to object to this application being approved. I have attached a copy of the information given to Council on 9th December 2008, which is still relevant to our objection.

I request that if the application is approved, the same conditions given by the Land and Environment Court on 2nd October 2009 be added as conditions to the development consent, this includes the trial period of 12 months."

Whilst the comments received from the Police are noted it is noted that the Land and Environment Court granted approval for a 12 month trial period to enable an adequate assessment to be undertaken of the

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environmental impact associated with the extension of trading hours associated with the Clarendon Tavern. Given that the trial period had not been undertaken within the period envisaged by this approval it would be considered unreasonable and contrary to the Court's directions to not allow this trial to take place.

In addition to the above, it is confirmed that the other detailed conditions that were included in the Land and Environment Court judgement handed down on 2 October 2009 are not proposed to be modified and will remain in force. In this regard the concerns of the Hawkesbury Local Area Command, i.e., that the Court conditions be applied and the trial period remain, are satisfied.

Conclusion

The application has been assessed having regard to the provisions of Section 79C and Section 96AA of the Environmental Planning and Assessment Act, 1979; Sydney Regional Environmental Plan No. 20; Hawkesbury Local Environmental Plan 1989; Hawkesbury Development Control Plan 2002 and other relevant codes and policies.

The subject application seeks approval to enable the delayed implementation of the trial period for late night trading that had been approved by the Land and Environment Court. As described in the main body of this report the trial period has not been able to be commenced as a number of pre conditions included in the approval involving noise attenuation measures and acoustic audit relating to the premises had not been satisfied.

It is noted that the subject application had been made after the expiration period of the trial period as anticipated by the Land and Environment Court. The failure to make the application under Section 96AA of the Environmental Planning and Assessment Act 1979 has not led to the lapsing of this consent. Accordingly, Council has the authority to determine the application.

The matter relating to the merit and environmental implications associated with late night trading has previously been considered by the Land and Environment Court in conjunction with Proceedings No. 10024 of 2009 Hawkesbury City Council ats Pacific Islands Express Pty Ltd. Accordingly, it is recommended that the application be approved so as to facilitate the implementation of a trial period for late night trading.

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 Development Consent No.s D0341/91, DA1325/03 and DA0733/04 at Lot 4 SP 73508, No. 244 Richmond Road Clarendon (Clarendon Tavern) be modified as follows:

1. Development Consent No. D0341/91

Condition No. 28 in Development Consent No. D0341/91 be modified as follows:

28. (a) *The hours of operation of the premises are to be restricted as follows:*

- (i) 5.00am Friday to 2.00am Saturday;
- (ii) 5.00am Saturday to 2.00am Sunday;
- (iii) 5.00am – midnight – Monday to Thursday;
- (iv) 10.00am – midnight on Sunday.

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- (b) *The hours of operation detailed in (a) above are for a trial period of twelve (12) months from the date on which Council approves the acoustic audit required by Condition 39n. A Section 96 application will be required to be submitted to Council prior to the expiration of the twelve (12) month period for the continuation of the hours detailed above.*

2. Development Consent No. DA1325/03

Condition No. 19 in Development Consent No. DA1325/03 be modified as follows:

19. (a) *The hours of operation of the premises are to be restricted as follows:*

- (i) *5.00am Friday to 2.00am Saturday;*
- (ii) *5.00am Saturday to 2.00am Sunday;*
- (iii) *5.00am – midnight – Monday to Thursday;*
- (iv) *10.00am – midnight on Sunday.*

- (b) *The hours of operation detailed in (a) above are for a trial period of twelve (12) months from the date on which Council approves the acoustic audit required by Condition 39n. A Section 96 application will be required to be submitted to Council prior to the expiration of the twelve (12) month period for the continuation of the hours detailed above.*

3. Development Consent No. DA0733/04

Condition No. 9 in Development Consent No. DA0733/04 be modified as follows:

9. (a) *The hours of operation of the premises are to be restricted as follows:*

- (i) *5.00am Friday to 2.00am Saturday;*
- (ii) *5.00am Saturday to 2.00am Sunday;*
- (iii) *5.00am – midnight – Monday to Thursday;*
- (iv) *10.00am – midnight on Sunday.*

- (b) *The hours of operation detailed in (a) above are for a trial period of twelve (12) months from the date on which Council approves the acoustic audit required by Condition 39n. A Section 96 application will be required to be submitted to Council prior to the expiration of the twelve (12) month period for the continuation of the hours detailed above.*

ATTACHMENTS:

AT - 1 Locality Plan

AT - 2 Aerial Photograph

AT - 3 Land and Environment Court Conditions of Consent

AT - 4 Management Plan

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AT - 1 Locality Plan

[Refer to Attachment Agenda](#)

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AT - 2 Aerial Photograph

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AT - 3 Land and Environment Court Conditions of Consent

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AT - 4 Management Plan

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Appeal No. 10024 of 2009

- 5.1.2 Management will, on nights when the premises trade through the extended hours ensure that security is available at the premises provided on a ratio of 1:100 patrons or such additional security as is deemed necessary by Management having regard to anticipated trading conditions.
- 5.1.3 The minimum level of security required for the Hotel may be varied by agreement between the Local Licensing Officer for the area and the Licensee provided that notice of such change is given to the Authority.

5.2 Security Officers Duties during Extended Trading Hours

- 5.2.1 General patrolling the area of the Hotel in the immediate proximity of the premises from 9.00pm till the last patron has left the immediate proximity of the premises.
- 5.2.2 General patrolling of the internal areas of the Hotel to ensure compliance with harm minimisation principles of the Liquor Act.
- 5.2.3 Prevention of food and drink entering the Hotel.
- 5.2.4 Prevention of any glassware leaving the Hotel (other than packaged liquor sales allowed under the Hotel Licence).
- 5.2.5 Ensure that all patrons leaving the Hotel do so quickly and quietly and from 12.00 midnight onwards and continually request patrons leaving the Hotel to do so quickly and quietly.
- 5.2.6 Assist patrons leaving the premises by either arranging taxis or assisting patrons onto the courtesy bus provided by the Hotel.
- 5.2.7 All staff and security personnel will ensure that the behaviour of patrons entering and leaving the premises does not detrimentally affect the amenity of the area.
- 5.2.8 Report to Police any drinking or antisocial behaviour of persons in the area (be they by patrons or other parties) in particular in any Alcohol Free Zones in the locale of the Hotel premises.
- 5.2.9 Prevent any patron or person (other than staff) entering the Hotel premises after 12.00 midnight (other than from the external smoking area).
- 5.2.10 Ensure that one security guard is stationed at the rear exit/entrance to the Hotel from 12.00 midnight till close of business.
- 5.2.11 All employed security officers are to perform security duties only and are not to be employed or used for other duties at the hotel.
- 5.2.12 Security will supervise vehicles vacating the car -park areas to ensure any patrons exit in a responsible manner, any patrons leaving in vehicles in a

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Appeal No. 10024 of 2009

5.4 Occupancy/Capacity

Management will ensure that security personnel monitor and maintain occupancy/capacity levels in the premises in accordance with their approved capacity of the Hotel (as from time to time provided for in any entertainment approval or relevant standard).

6.0 Operational Procedures

6.1 Incident Report

Management will provide the premises with an Incident Register in the Form issued by the OLGR. Management or security shall record in the "Incident Register" details of any matters upon which security has reported. Security or Management shall note in the incident register details of all incidents as provided for in the Incident Register.

6.2 Registering of Complaints

The Hotel shall make known to any complainants the Hotel phone number.

Any complaints received must be directed to the Manager on duty who must upon receipt of such complaint;

- a) Enter same into the Complaints Log to be kept at the Hotel;
- b) Investigate the complaint and take any action necessary to alleviate any disturbance to the quiet and good order of the neighbourhood if necessary;
- c) Record details of what action has been taken;
- d) Ensure that the complainant is spoken to the next day to determine that action taken to successfully resolve the matter complained of.

6.3 Operational Management Report

An Operational Management Report shall be kept on a daily basis identifying the nature of entertainment, the approximate number of patrons and the time of closing.

6.4 Security Telephone number

The Tavern's management shall (during times that the Tavern is) trading arrange for the display of a telephone number at the premises to clearly identify a number to be rang in relation to any complaints or issues in relation to the operation of the Tavern.

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Appeal No. 10024 of 2009

- 10.3 CCTV surveillance recordings will be maintained for 28 days in normal circumstances.
- 10.4 Management and or appropriate staff will provide copies of any footage recorded within a reasonable time of any request by an appropriate officer of the NSW Police Service, the OLGR or Council.

11.0 Noise Management

11.1 Noise from the Licensed Premises

- The L_{A10} noise level emitted from the licensed premises shall not exceed the background noise level in any Octave Band Centre Frequency (31.5 Hz - 8 kHz inclusive) by more than 5 dB between 07:00am and 12:00 midnight at the boundary of any affected residence.
- The noise level emitted from the licensed premise shall not exceed the background noise level in any Octave Band Centre Frequency (31.5 Hz - 8 kHz inclusive) between midnight and 07:00am at the boundary of any affected residence.
- Notwithstanding compliance with the above, the noise from the licensed premises shall not be audible within any habitable room in any residential premises between the house of 12:00 midnight and 07:00am.

For the purposes of this condition, the L_{A10} can be taken as the average maximum deflection of the noise emission from the licensed premises.

11.2 Noise from mechanical plant installed on the Premises

- The L_{Aeq} noise level emitted from mechanical plant installed and operated on the Premises shall not exceed the background noise level by more than 5 dB when assessed at any point on a residential property.

In accordance with assessment procedures recommended in the DECC, IMP modifying factor corrections shall be applied to the source noise to account for tonality, intermittency, etc.

- 11.3 All speakers shall be removed from the front (Richmond Road frontage) of the Premises.
- 11.4 No entertainment shall be provided in the courtyard at any time.
- 11.5 No amplified sound shall be permitted in the rear courtyard between 7.00pm and 12.00 mid-day, seven (7) days a week.

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mitigation recommendations are operating effectively and the level of noise emitted from the Premises satisfies the approval noise conditions. A report shall be submitted to Council to present the findings.

- 11.21 Within six (6) months of trading a second acoustic audit shall be undertaken by a suitably qualified person (approved by Council) to certify that all noise mitigation recommendations are operating effectively and the level of noise emitted from the Premises satisfies the approval noise conditions. A report shall be submitted to Council to present the findings.
- 11.22 Rear Courtyard
 - 11.22.1 There is to be no entertainment in the rear courtyard at any time.
 - 11.22.2 The speakers affixed to the rear wall of the tavern are not to be used after 7.00pm.
- 11.23 Internal music and other noise sources after midnight
 - 11.23.1 Noise from any DJ or juke box shall not exceed 85 dB(A) measured at 2.0m from the noise source.
 - 11.23.2 Noise from any TV shall not exceed 80 dB(A) measured at 1.0m from the noise source.
 - 11.23.3 No microphones, public address systems, or projections are to be used after midnight.
 - 11.23.4 No live music bands are allowed to perform after midnight.
- 11.24 Emergency doors in front (northern) elevation of eastern public bar facing Richmond Road
 - 11.24.1 The emergency doors in the front (northern) elevation of the eastern public bar are to be acoustically upgraded to include 9.8mm compressed sheet 11 on the outside with a centric rebate of not less than 25mm, plus an acoustic seal.
- 11.25 Restriction of use of rear courtyard area to smokers only after midnight
 - 11.25.1 The rear courtyard is only to be used by no more than ten (10) smokers after midnight.
 - 11.25.2 Access by smokers into the outdoor courtyard area is to be via the exit with the air lock door.
 - 11.25.3 A sliding gate or similar shall prohibit access to the rear courtyard for the main rear entry of the Tavern for operation after midnight.
 - 11.25.4 The area designated as a smoking area is to comply with the restrictions

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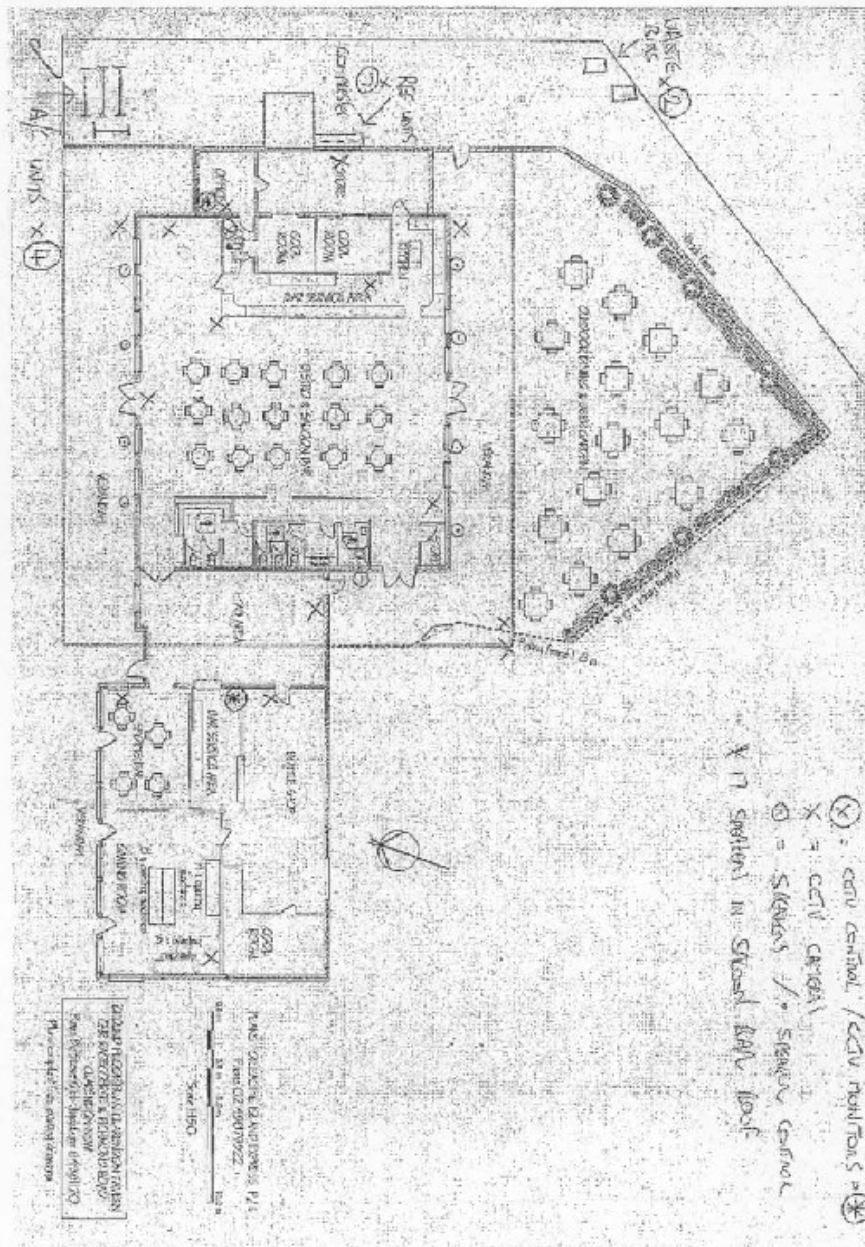
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Schedule 1 – Floor Plan



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oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 31 May 2011

Item: 104 CP - Planning Proposal - 66, 68, 70 The Terrace, Windsor - (95498)

Previous Item: 118, Ordinary (24 June 2008)
278, Ordinary (8 December 2009)

REPORT:

Executive Summary

Council at its Ordinary Meeting of 8 December 2009 resolved to rezone Lot 1 DP 609363, Lot 1 DP 741997 and Lot 1 DP 159404 - 66, 68 and 70, The Terrace, Windsor from Housing to Business General 3(a), and prepare a planning proposal at the land owners' expense, to support the rezoning of the properties.

In accordance with the Council's resolution, a planning proposal seeking rezoning of the subject properties from Housing to Business General 3(a) to enable future retail/commercial development on the properties was received from Montgomery Planning Solutions, acting on behalf of the landowners on 22 July 2010.

The purpose of this report is to advise Council of the public authority consultation and public exhibition of the Planning Proposal and to recommend that with the planning proposal not proceed.

Background

An application seeking rezoning of certain properties bounded by George Street, New Street, The Terrace and Johnston Street, Windsor to Business General 3(a) was received from Ingham Planning acting on behalf of the applicant, Pirasta Pty Ltd on 1 January 2006. The application included the subject three properties being 66, 68 and 70 The Terrace that are currently used for residential purposes (see Attachment 1), and not heritage listed. The main aim of the rezoning was to enable a retail/commercial development with shop top housing on the land.

A report with a recommendation to proceed with the proposed rezoning with the exception of 66, 68 and 70 The Terrace was reported to Council at its meeting of 24 June 2008. At this meeting Council resolved to rezone the properties, excluding 66, 68 and 70 The Terrace, to 3(a) Business General as per the report recommendation. The reasons not to include these three properties in the report were:

- The inter-war style of housing on the subject properties significantly contribute to the streetscape and character of The Terrace.
- The re-development of these properties has the potential to adversely affect the character of Windsor.
- Adaptive re-use of the dwellings that may compliment development on the adjoining site can be achieved under the current provisions of Hawkesbury LEP 1989.

In accordance the above resolution, draft Hawkesbury Local Environmental Plan 1989 (Amendment 154) to allow a retail/commercial development with limited shop top housing on the site was prepared and consulted with the relevant public authorities under Section 62 of the EP& A Act 1979. None of the submissions received from the public authorities raised objection to the proposed rezoning. The submission received from the Heritage Branch of the Department of Planning supported the non inclusion of No.s 66, 68 and 70 The Terrace Windsor in the rezoning on the basis that redevelopment of these properties has potential to adversely affect streetscape and character of The Terrace and encouraged the adaptive reuse of these three properties.

That draft LEP was exhibited for the period Thursday 22 October 2009 to Monday 23 November 2009. Five submissions were received, two from Sydney Water and the Department of Defence with no objection to

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the proposed rezoning and three from the land owners of 66, 68 and 70 The Terrace, Windsor requesting to include their properties in the proposed rezoning to Business General 3(a) for the following reasons:

"To have businesses all around us and not be able to likewise development is in our opinion unjust

*The 3 houses in the Terrace would be the only residential properties in the entire block within the boundaries of George, Johnston, New and the Terrace. There would be no buffer between commercial and residential, usually a street or a park.
The Council maintain that they want to retain the streetscape, residential environment, of the Terrace but not that of New St. or Johnston St.*

The Terrace has already 2 commercially zoned properties being the 3 storey Professional Retail Centre on the corner of Kable Street and the car park and toilet block on the opposite corner. There is also at least 3 professional premises in The Terrace Physiotherapy with a hydrotherapy pool, Surveyors and a Massage and Aromatherapy business. The Terrace between New and Catherine Street is fully parked out during business hrs by staff from the commercial area. We find this not to be a typical residential environment.

If the properties are re-zoned commercial the council will remain in control of the type and design of the structure. Therefore why is it assumed that any new development would be detrimental to the streetscape."

Several properties that border the rear of my property have been rezoned to business general and I now face the prospect of having buildings to a maximum of 10 metres high being erected on my back boundary and looking into my property and destroying my privacy.

My property and my two neighbours are now unfairly affected with no proper buffer between our properties and the high rise behind us.

A proper buffer between high rise commercial and residential should be the Terrace itself and Hollands Paddock and New Street.

If my property remains "residential" Council's actions has seriously diminished its value".

A report to Council on the outcome of the public exhibition and the consultation with the relevant public authorities recommended that the draft LEP be forwarded to the Department of Planning for finalisation and gazettal and maintained that the three properties not be rezoned. Council at its meeting of 8 December 2009 considered this report and resolved as follows:

"That:

- 1. Council forward the Draft Hawkesbury Local Environmental Plan 1989 (Amendment 154) to the Department of Planning requesting that the plan be finalised and made.*
- 2. Council resolve to rezone the following properties from Housing to Business General 3(a)/B2 Local Centre*

<i>Lot 1 DP159404</i>	<i>70 The Terrace, Windsor</i>
<i>Lot 1 DP741997</i>	<i>68 The Terrace, Windsor</i>
<i>Lot 1 DP609363</i>	<i>66 The Terrace, Windsor</i>

- 3. A Planning Proposal be prepared, at the landowner's expense, to support the rezoning of the properties.*
- 4. Prior to the finalisation of the draft LEP, a Development Control Plan be prepared for Windsor, in accordance with the principles of the Windsor Master Plan, to assist in the guidance of development on these properties in relation to setbacks, height and heritage matters.*

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5. *The Draft LEP and the draft Standard Template LEP be consolidated prior to sending to the Minister for gazettal if the progress and timing of the two draft plans becomes aligned".*

Consultation

On 22 November 2010 the Planning Proposal rezone Lot 1 DP 609363, Lot 1 DP 741997 and Lot 1 DP 159404 - 66, 68 and 70, The Terrace, Windsor from Housing to Business General 3(a) was forwarded to the Department of Planning (DoP) pursuant to Section 56 of the EP & A Act 1979. The DoP subsequently advised Council on 10 January 2011 that Council may proceed with the Planning Proposal subject to the following conditions:

1. *Community consultation is required under sections 56(2) (c) and 57 of the Environmental Planning and Assessment Act 1979 ("EP&A Act") as follows:*
 - (a) *the Planning Proposal must be made publicly available for 28 days, and*
 - (b) *the relevant planning authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in section 4.5 of A Guide to Preparing LEPs (Department of Planning 2009').*
2. *Consultation is required with the following public authorities under section 56(2)(d) of the EP&A Act:*
 - *Department of Environment, Climate Change and Water*
 - *Ministry of Transport*
 - *NSW Transport and Infrastructure*
 - *Roads and Traffic Authority*
 - *State Emergency Services*

Each public authority is to be provided with a copy of the Planning Proposal and any relevant supporting material. Each public authority is to be given at least 21 days to comment on the proposal, or to indicate that they will require additional time to comment on the proposal. Public authorities may request additional information or additional matters to be addressed in the Planning Proposal.

Consultation with the Public Authorities

The above public authorities were consulted with, and submissions were received from all the authorities other than the State Emergency Services. The submissions raised no objection to the Planning Proposal other than the following comments from the Ministry of Transport:

Further traffic assessment by the Roads and Traffic Authority (RTA) is necessary to ensure the proposal will have no significant impact on traffic in the vicinity.

It also advised that any impacts on pedestrians and cyclists and opportunities to improve their easy and safe access to the site should be taken into consideration. However, the RTA raised no issues.

The submissions did not warrant any amendments to the Planning Proposal.

Community Consultation

The Planning Proposal and the supporting documentation were placed on the public exhibition at the Council offices, 366 George Street, Windsor for the period Thursday, 17 March 2011 to Monday, 18 April 2011 in accordance with the Gateway Determination (see Attachment 2 to this report). 19 submissions including a petition containing 99 signatures were received. All the submissions received except the submission from Pirasta Pty Ltd which sought Council's view on the future use of the subject properties

opposed the planning proposal and raised various issues of concern. A submission responding to the issues of concern raised in the public submissions was also received from the applicant on 17 May 2011.

The following section is a summary of the issues raised in the submissions together with assessment comments after each issue:

1. Council Report and Resolution of 24 June 2008

- We totally support the report's following statement:

"The application seeks to rezone 3 properties along The Terrace, being No.s 66, 68 and 70. Whilst these properties are not listed as heritage items they contribute significantly to the streetscape and character of The Terrace and represent the inter-war style of housing. The re-development of these properties has the potential to adversely affect the character of Windsor. Adaptive re-use of the dwellings are encouraged and may compliment development on the adjoining site, however this can be achieved under the current provisions of Hawkesbury LEP 1989."

"The Heritage Branch also supports the non inclusion of No.s 66, 68 and 70 The Terrace Windsor in the rezoning on the basis that redevelopment of these properties has potential to adversely affect streetscape and character of The Terrace. The Heritage Branch encourages the adaptive reuse of No.s 66, 68 and 70 The Terrace Windsor."

- Strongly reject the proposal and urge Council to uphold the original resolution.
- Council's previous decision to retain the current zoning of these properties is the correct decision.
- What is the reason for overturning Council's decision of 24 June 2008?
- The Heritage Branch and Council reports on the matter did not support the rezoning of the subject properties. Do Councillors listen to developers only?

The Applicant states that:

The Council subsequently resolved on 8 December 2009 to rezone the subject properties. This resolution occurred in an open Ordinary Meeting of the Council when it was considering submissions in response to the exhibition of the previous draft LEP.

Comment:

Submissions support of the above statement contained in Council reports dated 24 June 2008 and 8 December 2009 was noted. This report highlights the outcome of the public exhibition of the planning proposal and provides relevant background information for Council to determine the matter.

2. Public Consultation

- The proposed rezoning of 66, 68 and 70, The Terrace is unacceptable as residents were not consulted and advised of its determination by Council in 2009.
- There was no prior knowledge of the Planning Proposal other than its public exhibition.
- Residents seek effective notification and consultation process including open public meetings to voice their concerns over any planning proposal prior to its determination.
- Have only developers a say in future planning or development of our town?
- A public hearing on the matter is requested.

The applicant states that the public hearing is a matter for Council to decide. However, the applicant respectfully submits that a hearing is not required in view of the size of the proposal, the nature of the issues raised and the relatively small number of objections received.

Comment:

The purpose of the exhibition of the planning proposal seeking rezoning of the subject properties was to consult the community on the proposal and consider any submissions received concerning the proposed rezoning prior to its determination by Council. According to Council's notification procedure, people who made submissions in response to a public exhibition of a draft plan only are advised of Council's decisions. This approach is totally consistent with Section 57 the *Environmental Planning Assessment Act, 1979*.

Given the relatively minor nature of the planning proposal a public hearing on the matter is not warranted.

3. Heritage Significance and Unique Character

- One of the reasons why we bought a heritage listed house and decided to live in The Terrace was the historic values of Windsor which is one of the oldest towns in Australia with rich heritage character and a long history. A significant number of heritage properties are located along Moses Street and The Terrace down to Windsor Bridge. The Terrace is one of the most historic streets in Windsor with 14 heritage buildings with varying architectural styles and is predominantly characterised by single dwellings.
- The proposal which seeks to redevelop the subject properties for future retail/business facility as an extension to the existing shopping centre will significantly impact on the unique character and the pleasing residential environment of The Terrace which attracts many tourists, visitors and architecture/building students as well as the future sustainability of Windsor as a viable historic and environmental precinct.
- Although Council appreciates Hawkesbury's historic values and character, Riverview Shopping Centre is an eyesore and it does not compliment the heritage significance and the character of The Terrace and Hawkesbury. During the Riverview Shopping Centre development assessment residents were advised that the future development of the shopping centre would not impact The Terrace as it is an important residential street with significant historic and heritage values. Now a similar development on the subject site would significantly affect the character of Windsor.
- The subject properties significantly contribute to The Terrace streetscape as they are next to and above Howe Park/Holland's Paddock.
- As a resident of The Terrace for more than 30 years I have observed that many heritage items have disappeared and Council has the opportunity to preserve these properties. Two of the subject properties have significant historic values and the house on 68, The Terrace has been built originally in 1860's.

The applicant states that:

It is recognised that there are a number of heritage items in the locality, however, the existing dwellings are not listed as heritage items nor is the land within a conservation area. Notwithstanding, the planning proposal includes a framework for a site specific development control plan which recognises the setting of the land and suggests built form controls relating to:

- Building Height
- Building Bulk and Appearance
- Roof Form
- Boundary Setback
- Front Gardens

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Council is invited to prepare a site specific development control plan as suggested in the planning proposal.

In response to the issue of significant impact on the character of The Terrace the applicant states that:

This matter is addressed in the planning proposal and a number of detailed development controls are suggested to ensure that the scale and form of any buildings on the site respect the character of the surroundings.

It has been assumed by many that the proposal represents an expansion of the existing Riverview Shopping Centre. The planning proposal is not connected to the existing Riverview Shopping Centre and there is no proposal to expand the centre over this land. The Planning Proposal is submitted on behalf of the three owners of the land. Pirasta has no financial interest in the land nor are there any contracts or agreements in place in this respect.

In contrast, it is submitted that this site should be seen as an appropriate transition between the “big box” centre and the residential area to the south of New Street and to the west of the Terrace.

Comment:

Both the objectors and the applicant's comments on historic values and heritage significance of The Terrace and Windsor are agreed with. As the subject properties are not heritage listed and are not adjoining any residential item or conservation area or within a conservation area redevelopment of the properties will not affect the heritage character or the significance of The Terrace.

Many of the submissions have claimed the subject three properties contribute significantly to the streetscape and character of The Terrace is supported. The statements in the June 2008 report are reiterated in relation to the importance of the retention of the existing inter-war style houses to preserve the streetscape and unique character of The Terrace.

Council's past assessment on the Riverview Shopping Centre development has concluded that the development compliments the heritage character and significance of the locality.

4. Adaptive re-use of dwellings

- Retain the existing zoning of the subject three properties and allow adaptive reuse of them for commercial uses whilst retaining their historic values.
- Council has approved certain business uses such as physiotherapy, hypnotherapy and aromatherapy as adaptive reuses. Similarly the adaptive reuse of the subject properties for certain office/business purposes whilst maintaining the current zoning may be more appropriate.
- The proposed rezoning is not the best way of achieving the objectives or intended outcomes. Employment opportunities such as professional services could easily be provided under the existing zoning through adaptive reuse of the subject properties as needs arise. A number of successful businesses currently operating in The Terrace are good examples to support this approach. By comparison, the “build and they will come” approach used in recent commercial development in Windsor has been a failure.

The applicant indicates that:

'If this planning proposal does not proceed, the land will be zoned R2 Low Density Residential under the template LEP. This zoning does not permit professional and commercial chambers, as currently permitted in the 2(a) zone. Therefore the potential for adaptive reuse of the existing dwellings (as previously suggested by the Heritage Branch of the DOP) is significantly reduced in the absence of rezoning.

Comment:

It is agreed with the applicant's claim. Under the current Hawkesbury Local Environmental Plan 1989 the subject properties are zoned Housing and professional and commercial chambers are permitted in this zone. However the equivalent R2 Low Density Residential zone to Housing zone in the draft Hawkesbury Local Environmental Plan 2011 such land uses are not permitted.

5. Employment and Retail/Business Opportunities

- Given the significant number of vacant shops (approximately forty five (45) within the Windsor Town Centre), the main aim of the proposal is to create retail employment opportunities will not be achieved rather it will facilitate relocation of existing shops into the new facility and peoples shopping experience in the town centre would be limited mainly to the Riverview Shopping Centre and thereby discourage visitors or shoppers from surrounding suburbs. Also, the town centre has a disproportionate number of discount and charity shops which indicates that retail/business activities are declining in the town centre.
- There are vacant shops in the Macquarie Centre since its opening for business.
- Out of the three parallel streets namely The Terrace, George Street and Macquarie Street in Windsor, The Terrace is the only surviving residential street. Is Council planning to have a commercial zone for the entire town centre?
- The current Windsor population is inadequate to sustain existing retail facilities and there are no planning strategies to provide additional residential accommodation in Windsor.
- The likely development of a service station on The Terrace is a concern as the proposed rezoning to Business General 3(a) would allow these types of development. Now Woolworths has one in town and Coles will open one near the Riverview Shopping Centre.
- In the next ten (10) years, there will be more vacant shop in major shopping centres as online sales/businesses are becoming very popular and the demand for retails outlets may be less.

The applicant indicates that:

'The proposed commercial zoning will allow office and business premises as well as shops. The vacancy rates and type of shops in a town centre fluctuates over time due to a number of factors, including internal and external economic factors.

As mentioned in the proposal justification, this site is a unique opportunity to provide unconstrained commercial land for future development. Whether shops, offices or business premises ultimately occupy the site will be determined by the market at that time.

The planning proposal will create additional opportunities for commercial building, creating both short term construction jobs and long term retail and or administrative jobs.

Although service stations are a permissible use with consent in the 3(a) zone it is unlikely that a development application for a service station would succeed in this location due to adverse traffic impacts and inconsistency with existing character and proposed development controls.

Comment:

With the recent gazettal of Hawkesbury Local Environmental Plan 1989 (Amendment No. 154) which rezoned certain adjoining properties within the retail/business core bounded by George Street, New Street, The Terrace and Johnston Street, Windsor to Business General 3(a), the subject three properties are the only remaining residential land within the retail/business core (see Attachment 1 to this report). Being immediately adjoining the existing retail/business zoned areas, the proposal could help strengthen the central retail/business core in the town centre.

It is agreed with claims that there are a significant number of shops in the town centre are currently vacant. According to Council's observations 27 shops in the town centre are now vacant and there may be various reasons for this including surrounding major shopping centres, inadequate residential population within the town centre catchment, unexciting public domain and shopping environment, changing consumer and trader behaviour, high rental rates, inability to compete with other businesses and poor exposure of shops to streets. According to Windsor Economic Development Strategy (2003), Windsor town centre has lost its vitality and affected retail/business viability as a result of the Rouse Hill Regional Shopping Centre and expanded Westpoint Shopping Centre in Blacktown. The retail/business viability is also heavily relied upon the population catchment. The Hawkesbury Residential Land Strategy (2011) states that there would be an increase of only 9,013 people by 2031 in the Hawkesbury LGA, and acknowledges that the population growth within the Windsor town centre is limited. The Hawkesbury Residential Land Strategy (2011) identifies a corridor between Windsor and North Bligh Park near the town centre for residential development subject to further investigations on development constraints.

However according to the Hawkesbury Employment Land Strategy (December 2008), additional 28,000m² retail floor space would be needed to serve the targeted 5,000 dwellings the Hawkesbury LGA by 2031, and both Windsor and Richmond town centres would need to accommodate only 7,350m² of additional retail floor space. With the recent gazettal of the Hawkesbury Local Environmental Plan (Amendment 158) approximately 6,000m² land area adjoining the Riverview Shopping Centre is now available for future retail/business purposes. This land is likely to exceed the required retail/business floor space within the town.

6. Traffic, Truck Movements and Street Parking

- Traffic movements, in particular, large truck movements and on street parking in The Terrace and the streets near the Riverview Shopping Centre cause a significant problem. The increased traffic as a result of additional retail/business area will worsen the problem and residents may be at increased risk in gaining access to and from the Terrace and crossing the street.
- Increased traffic, noise and vibration in The Terrace will affect the residential amenity.
- The residents in The Terrace and Catherine Street are experiencing significant difficulties in getting access to and from their properties because of significant on street parking as a result of the Riverview Shopping Centre's denial its employees' use of the centre's car park and the opening of Hawkesbury Physiotherapy directly opposite residential properties. The non- availability of onsite parking for employees was not mentioned in the Riverview Shopping Centre development application.
- In a number of occasions we narrowly missed vehicle accidents due to poor road vision caused by on street parking and were unable to find an on street parking spot in The Terrace for my family and friends. Additional retail/business area will worsen the situation.
- Another problem associated with on street parking is the left trolleys in The Terrace. These are subject to vandalism and they are also used by youngsters to damage properties. Why encourage more people to use The Terrace, whilst residents are unable to handle this problem.
- Streets within Windsor struggle to accommodate existing traffic volume and more retail outlets and staff parking on streets will worsen the situation.
- As the maximum 3hrs limit applies for on street parking near and around the retail/business area, employees and people who have longer business needs park their cars in The Terrace. The proposal enabling additional retail/business area will aggravate this situation.
- Pedestrian crossing is needed on the Terrace.

The applicant states that:

"It appears that residents of the Terrace currently experience additional traffic on their street. It is considered that development of the subject land for commercial or retail would not add significantly to traffic currently using The Terrace.

Although largely a residential street, The Terrace does in fact provide access to the existing commercial centre. The proposal represents a minor expansion only of the Windsor Town Centre.

The availability of on-street parking is a function of the staff parking policies of existing shopping centres, time limits in existing public car parks and on-street spaces in commercial zones. It is considered that the proposal will not significantly add this apparent existing problem. However it is suggested that the current problem could be addressed by introducing time limited parking along the Terrace during business hours.

There is no evidence to suggest that the proposal would lead to any significant increase in noise or vibration.

It is considered that a pedestrian crossing is not warranted as a consequence of this proposal. However, it is a matter for Council to assess.

The applicant also states that complaints about existing delivery trucks to Coles and Woolworths is a matter for Council.

Comment:

The Roads and Traffic Authority (RTA) raised no objections to the making of the plan or issues of concern over the planning proposal. The proposal is a minor rezoning which would not generate a significant traffic volume and therefore the likely impact on the current performance and capacity of the local road network would be minimal. Currently traffic controlling signs and calming devices have been installed in the town centre to ensure safe and convenient vehicular and pedestrian movements in the locality.

Hawkesbury Development Control Plan requires any development to provide the required customer and staff parking onsite and as such any future redevelopment of the subject properties would not make any significant impact on street parking in the locality. The Riverview Shopping Centre provides 325 onsite car spaces, and in accordance with Council's current parking requirements for retail/business premises 315 spaces are only needed for both customers and employs. Also time and parking restrictions have been enforced within the town centre to minimise any adverse impacts on street parking and maintain easy and safe traffic movements, and if warranted such restrictions can be extended beyond the current boundaries.

Vandalism, left trolleys, a new pedestrian crossing and non-compliance matters raised in the submissions are not directly relevant to this planning proposals and Council will be able to consider such issues separately.

7. Renewal of Town Centre

- The proposed rezoning will not improve the image of Windsor as a shopping destination. It cannot compete with large and attractive shopping centres with a diverse range of businesses and services in Penrith and Rouse Hill.
- Windsor needs to be revitalised using its own historical and environmental assets to create a unique shopping and tourism environment and exciting experience not just convenient shopping. Other towns have been revitalised using their unique advantages to attract more businesses and accommodate additional population.
- Additional retail/business area will further ruin opportunities for attracting new businesses/services into the town centre. It needs activities and services such as arts and crafts, professional services,

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hospitality and other service industries to improve the centre's image to attract more visitors/ tourists and create more job opportunities.

- It is unable to find any reports to support the proposed benefits or the claims such as Windsor Town Centre as a better place to shop, work and live and improved liveliness of the town centre could be achieved with such a minor rezoning. On the contrary, with such a large number of vacant shops and offices in the Windsor CBD as a result of the previous overdevelopment, the town centre is clearly not a place to shop, work and live and improved liveliness is also not evident.
- Council may be interested in redeveloping the subject properties for retail/business purposes to attract businesses, but should fill vacant shops and revitalise Windsor as a thriving town centre in the region first.
- The planning proposal states that it will help improve Windsor Town Centre's image as a pleasant place to work, shop and live. How this could be achieved with the fierce movements of trucks?
- Riverview Shopping Centre has not been able to revitalise the town centre through the attraction of new services and shoppers from surrounding areas instead it has affected the amenity of the area with increased demand for on street parking due to its lack of provision for staff parking.

Comment:

According to centres hierarchy in the draft North-West Subregional Strategy, Windsor is a town centre. Generally a town centre contains between 4,500 and 9,500 dwellings within 800m walking distance, one or two supermarkets, community facilities, medical centre, schools, etc. The Windsor Town Centre meets the needs of the local community and is not meant to compete with either Penrith or Rouse Hill. Penrith is identified as a Regional Centre and contains a full range of services and activities to meet the needs of the region and Rouse Hill is a planned Major Centre with a major shopping centre to serve the surrounding districts.

The planning proposal seeks to provide additional retail/business land close proximity to the Riverview Shopping Centre to strengthen the main retail/business core within the town centre and provide increased retail/business activities, job opportunities and housing choice consistent with both the draft Windsor Masterplan (2004) and the subregional strategy.

It is agreed with claims in the submissions to revitalise the town centre upon the existing strengths of the town centre. This would involve renewal of Windsor Town Centre built upon its existing strengths such as rich and unique heritage, Hawkesbury River, distinctive character, its location as a gateway between the city and country, sporting and recreation opportunities and parklands and provides for the retention and integration of existing heritage buildings, conservation areas and other natural assets with a quality urban development. This is to create a exciting and pleasant shopping, tourism and recreational environment that have potential to attract more tourists and visitors from surrounding suburbs. Rather than focusing only retail activities, the renewal of the town centre with the use of its strengths to facilitate its potential dual role would help create thriving town centre with new businesses and services to create more jobs and promote the town centre's image as a place to live, visit, work and shop.

Large trucks movement affecting the amenity of the Terrace is a non-compliance issue and that cannot be considered as a permanent hindrance to create a liveable town centre, and this issue should be addressed separately.

With no proper retail analysis or study it is unreasonable to claim that Riverview Shopping Centre has not been able to revitalise the town centre through the attraction of new services and shoppers.

8. Relationship to Strategic Planning Framework and Ministerial Directions

- It is rejected the statement that Windsor as a major centre under the North-West Sub-regional Strategy and the need to provide additional 7342m² retail space to help achieve Hawkesbury's 3,000 new jobs and support 5,000 additional dwellings.

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- The proposal identifies the draft North-West Subregional Strategy's targets for the Hawkesbury of 3000 new jobs and 5000 additional dwellings by 2031 as the justification for the planning proposal. In our opinion the proposal seeks to achieve these targets should be based on credible forecasts of existing successful developments. We do not believe that there is evidence to support this in the Windsor Business District.
- The proposal is a superficial response to the State Strategic Planning Framework.
- The proposal does not comply with all the relevant Ministerial Directions. In particular, Directions 1.1 Business and Industrial Zones, 3.1 Residential Zones and 3.4 Integrated Land Use and Transport. The intended outcomes or perceived benefits such as reduced reliance on private vehicles and cycling and walking to shops demonstrating the compliance are not applicable to small commercial centres in semi-rural and dormitory suburban communities. The proposal does not state the increased public transport, cycling or walking since the opening of existing retail/commercial complexes, and in our opinion it is not increased.
- The proposal identifies various State and Local Government Planning Strategies which set out future development targets and asserts that the proposed rezoning will help achieve these targets. It is unable to find these discussions, any reference or empirical data to support these statements, in particular, the statements explaining the proposal's compliance with s.117 Ministerial Directions.

The Applicant states that:

Windsor is identified as a Town Centre in the draft North West Subregion Strategy. The Strategy states in relation to Windsor: "Although potential for further growth of Windsor is limited due to flooding constraints, there remains the opportunity to renew and improve the physical, economic and cultural environment of the centre."

The Hawkesbury Employment Lands Study states:

"In commercial/business areas existing lot configurations, heritage and existing development constrains the potential for renewal and reinvestment."

It is considered that this minor addition of commercial / business land to the Windsor commercial centre will assist in providing additional unconstrained land for development, and does fall within the relevant strategies.

The community strategic plan contains the following directions for supporting business and local jobs:

- *Offer an increased choice and number of local jobs and training opportunities to meet the needs of Hawkesbury residents and to reduce their travel times.*
- *Help create thriving town centres, each with its own character that attracts residents, visitors and business.*

It is considered that the proposal is consistent with these directions.

Comment:

The proposal refers to Windsor as a Town Centre in accordance with centres hierarchy in the draft North-West Subregional Strategy. According to the subregional strategy Hawkesbury is required to create 3,000 new jobs and 5,000 additional dwellings by 2031. The Hawkesbury Employment Land Strategy (December 2008) identifies a total of 7342m² additional retail/business floor space within Windsor and Richmond town centres to support 5,000 additional dwellings within the LGA by 2031 set by the subregional strategy. The planning proposal would enable additional 2214m² retail/business floor space adjoining the existing main retail/business core within the town centre and increased housing choice in the area. Although the subregional strategy acknowledges the town centre's limited potential for development growth due to flooding constraints it indicates that there is the opportunity to renew and improve the

physical, economic and cultural environment of the centre. The Hawkesbury Employment Land Strategy (December 2008) recommends to investigate opportunities for minor retail and commercial development near Windsor Station but it has not ruled out any opportunities for growth in the main retail/business core in the town centre. Therefore the planning proposal is consistent with both the draft subregional strategy and the Draft Windsor Town Centre Masterplan (2004).

Council is aware about the planning proposal's minor inconsistencies with section 117 Ministerial Directions 1.1 Business and Industrial Zones, 3.1 Residential Zones and 3.4 Integrated Land Use. The Gateway Determination in respect of the planning proposal dated 10 January 2011 received from the Department of Planning advised that they are of minor significance. The Department further advised that no further approval is required in relation to these Directions and Council may proceed with it.

9. Property Values

- One of the submissions stated that the value of their property would be seriously diminished if the land was not rezoned. What would be the value of other opposite properties if their land was rezoned?
- Our house is a National Trust listed property, and we have spent thousands of dollars for its restoration. Future retail shops or the businesses just over the other side of New Street would decrease both its heritage and land values.

Comment:

Land values are fluctuating and depended on various factors. No formal report from a valuer has been submitted in support of this claim. As the report recommendation is to not support the proposal, a Valuer report has not been requested.

10. Community Benefits and Interests

- Additional retail/business area in The Terrace would not create more jobs rather it would enable relocation of existing shops in the town centre into another area.
- The community need more residential accommodation in Windsor and not shops.
- At present there are approximately 45 vacant shops in the town centre. Some of the vacant shops in the Riverview Shopping Centre, Lachlan Court and Woolworths supermarket have never been rented out since their openings. The current inability of these retail/business facilities to increase local job and training opportunities disproves the planning proposal's stated proposed benefits to community.
- This proposal will not contribute to preserve our historic streetscape. The developer will only benefit from the proposal and not the community or Windsor town centre as a whole.
- Prime residential land facing the river will be lost to allow a very ordinary retail and possible shop top housing development which does not complement Windsor's heritage significance.
- The existing three houses with backyards will be replaced with shop-top housing. The shop-top housing area would be significantly less than the area of existing three houses.
- Developers always make money and live outside and therefore the Councillors need to consider the residents' and the local business community interest when they take decisions on development proposals.
- Increased job, housing, retail and training are not appropriate nexus for this location.

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The applicant states that:

It is considered that there is a net community benefit associated with the proposal. The benefit would stem from:

- *Providing unconstrained commercial land for new investment;*
- *Adding to the availability of services in close proximity to an existing residential area;*
- *Providing for additional employment in the locality*
- *Controlling the future built form to ensure an appropriate transition between residential and commercial development.*

If shop top units were to be built as a consequence of the proposal, this would add to the available of housing choice within the locality and would therefore have a positive impact.

Comment:

The planning proposal could strengthen the main retail/business core, allow additional business/retail land to facilitate renewal of the town centre and enable an increased choice of housing with the development of shop top housing to better meet the needs of existing and future residents. However given the limited potential for population growth, the availability of a large Business General 3(a) land with an area of approximately 6000m² adjoining the subject site, 27 vacant shops within the town centre and the surrounding major shopping centres it would be difficult to claim that the proposal will enable increased retail/business and job opportunities in the town centre.

Main Issues for Consideration

The following eight issues are considered as the main issues affecting the determination of the planning proposal:

1. Planning Proposal will strengthen the main retail/business core in the Windsor Town Centre with additional 2214m² retail/business land.
2. Planning Proposal will enable increased housing choice with redevelopment of the site for mixed use development containing shop top housing.
3. Adaptive re-use of existing dwellings will not be permitted in equivalent R2 Low Density Residential zone in the draft Hawkesbury Local Environmental Plan 2011.
4. The Terrace Residents' strong opposition to the planning proposal.
5. Limited opportunity for population growth within the town centre catchment.
6. The importance of the preservation of the streetscape and unique character of The Terrace.
7. 27 vacant shops in the town centre.
8. Newly rezoned Business General 3(a) land with an area of approximately 6,000m² adjoining the subject site for future retail/business purpose.

The analysis of the above issues in this report reveals that the planning proposal, on merit, should not be supported at this time.

Conformance to Community Strategic Plan

The proposal is consistent with Looking after people and place Directions statement;

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

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

- Work with the community to define the Hawkesbury character to identify what is important to preserve and promote.
- Develop plans to enhance the character and identify of our towns and villages.

Financial Implications

There are no financial implications arising from this report.

RECOMMENDATION:

That the Planning Proposal to rezone Lot 1 DP 609363, Lot 1 DP 741997 and Lot 1 DP 159404 - 66, 68 and 70, The Terrace, Windsor from Housing to Business General 3(a)/B2 Local Centre be abandoned.

ATTACHMENTS:

AT - 1 Subject Properties

AT - 2 Exhibited Planning Proposal - (*Distributed Under Separate Cover*)

AT - 3 Location Map

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AT - 1 Subject Properties

[Refer to Attachment Agenda](#)

(This Attachment has been removed to reduce the overall size of this business paper to allow quicker download times)

(The Attachment Agenda is placed under the Agenda link on Council Website and can be found under the Business Paper Listing for 31 May 2011)

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AT - 3 Location Map

[Refer to Attachment Agenda](#)

**(This Attachment has been removed to reduce the overall size of this business paper
to allow quicker download times)**

**(The Attachment Agenda is placed under the Agenda link on Council Website and can be found
under the Business Paper Listing for 31 May 2011)**

oooO END OF REPORT Oooo

Item: 105**CP - Representations - Old School House, South Maroota - (95498, 80251, 79958)**

REPORT:**Executive Summary**

This report has been prepared to advise Council of a request received from the Board of Peppercorn Services Inc for Council to make representations to The Hills Shire Council regarding changes to the leasing arrangement for the property known as the Old School House in South Maroota. The property, which is owned by The Hills Shire Council, is the venue for the South Maroota Pre-School - one of the sites from which the Forgotten Valley Mobile Pre-school operates. The management of the Forgotten Valley Mobile Pre-School has been delegated to Peppercorn Services Inc. by Council.

Consultation

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

Background

The Forgotten Valley Mobile Pre-School has been operating since 1979 from various venues across the McDonald and Hawkesbury Valleys. Currently, the Pre-school is based at two venues - the Wisemans Ferry Community Centre and the Old School House, South Maroota. The Wisemans Ferry venue is owned by Hornsby Shire Council, and the South Maroota venue by The Hills Shire Council. The Pre-school is an activity of the Forgotten Valley Mobile Resource Unit (FVMRU).

In 1994, Hawkesbury City Council was approached by the NSW Department of Community Services to assume the auspice of the FVMRU following 'a period of prolonged internal conflict'. Council has been the managing agent of the FVMRU since this time. In February 2007 Council delegated this management responsibility to Peppercorn Services Inc (PSI).

Council will be aware that following changes to DoCS funding arrangement, PSI was required to undertake a restructure of the pre-school operations in order to maintain the financial viability of this service. The pre-school operates in a relatively remote area with a declining enrolment base. As a result, Council and PSI have been required to subsidise the operations of the pre-school.

Changes to Leasing Arrangements for the Old School House South Maroota

In 2009, The Hills Shire Council requested that PSI enter into a five-year licence agreement to formalise the use of the Old School House in South Maroota. PSI agreed to this proposal on the basis that a nominal rent of \$500 a year would be charged for the use of the building.

In winter 2010, following complaints from parents regarding the inadequacy of the air-conditioning unit within the building, PSI requested that The Hills Shire Council undertake repairs to the Old School House. The Hills Shire Council indicated that this would be contingent on PSI entering into a licence agreement with Council. It was at this time that PSI became aware that The Hills Shire Council had not received the executed 2009 agreement. The Hills Shire Council indicated that they had no record of the receipt of the executed agreement although the minutes of the PSI Board indicate that the Board had resolved to execute the agreement and the agreement was subsequently signed by the then Chair for remittance to The Hills Shire Council.

At a meeting held on 4 April 2011, staff from The Hills Shire Council indicated that due to policy changes the new licence agreement would require PSI to pay a market rent plus a sinking fund contribution. Based on PSI usage of the Old School House building for two days a week over 40 weeks a year, the applicable yearly licence fee was calculated by The Hills Shire Council to be \$5,000. PSI staff indicated to The Hills

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Shire Council staff that the proposed increase from \$500 to \$5,000 would impact significantly on the financial viability of the South Maroota venue.

It should be noted that residents of The Hills Shire Council account for 90% of the current enrolments at the South Maroota venue and that the average annual fee income collected from residents was approximately \$14,000 - based on projected enrolments, a \$5,000 increase would effectively require PSI to increase fees by between 40% and 50%.

This matter was considered by the Board of PSI at the Board Meeting held on 28 April 2011. After considering this matter the Board resolved to request that Council make representations on its behalf to The Hills Shire Council and the local State Member Mr Ray Williams.

The Board has requested that Council give consideration to making representations based on the following issues:

- a. for the past 32 years, the Old School House Building at South Maroota has been made available rent-free to operators of the Forgotten Valley Pre-School. In 2009, PSI agreed to enter into a licence agreement at an annual fee of \$500, The Hills Shire Council is now seeking a tenfold increase in this fee;
- b. the majority of users of the service are residents of The Hills Shire. The Hills Shire Council has made no direct financial contribution to support the operation of this critical child care service located in the rural periphery of the Shire and, as such, should maintain its nominal in-kind contribution by continuing to provide the building at a peppercorn rental;
- c. in recent years, the upkeep and regular maintenance of the Old School House Building at South Maroota has not taken place to a reasonable standard and as such it would be incongruous of The Hills Shire Council to require PSI to contribute to a sinking fund to effectively cover the cost of 'retrospective' repairs to the building; and
- d. the proposed \$5,000 annual licence fee would inevitably require PSI to significantly increase its fees and/or increase the internal level of subsidy to maintain the viability of the South Maroota venue.

Conformance to Community Strategic Plan

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

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

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

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

Financial Implications

At this time there are no financial implications arising from this report. There may however be a future requirement for Council to increase its childrens' services operating subsidy to PSI. Such a requirement would be reported to Council for its determination.

RECOMMENDATION:

That Council make representations to The Hills Shire Council, and the Member for Hawkesbury on behalf of Peppercorn Services Inc. to request that The Hills Shire Council review its decision to increase Council charges for the use of the Old School House Building at South Maroota as a venue for the South Maroota Pre-School.

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ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 31 May 2011

Item: 106 **CP - Evacuation Route Options Study for Bligh Park and Hobartville - (88242, 95498, 118820)**

Previous Item: 83, Ordinary (29 March 2005)

REPORT:

Executive Summary

Within the Hawkesbury-Nepean Floodplain Management Strategy, Bligh Park and Hobartville were amongst population centres in the Hawkesbury Local Government Area which were identified as needing improved local evacuation routes to ensure the effectiveness of the regional evacuation route.

Initial Studies were undertaken in 2007 for Bligh Park and 2008 for Hobartville by Bewsher Consulting Pty Ltd as listed below:

- Bligh Park Evacuation Route Study - December 2007- Reference J1434R_5
- Hobartville Evacuation Route Study - August 2008 - Reference J1434R_9

The hydrologic and hydraulic modelling of design events ranging between 20 year average recurrence interval (ARI) and the probable maximum flood (PMF) found that many of the low points along the Bligh Park and Hobartville local flood evacuation routes were problematic, as they were blocked or access was impeded in major storm events.

The initial Studies for both areas were expanded by undertaking more sophisticated flood modelling of the low points, as listed below:

1. Bligh Park Evacuation Route Options Study - March 2011 - Reference J1736R_9
2. Hobartville Evacuation Route Options Study - March 2011 - Reference J1736R_10

The model results presented in the above reports serve to not only better quantify the extent of local evacuation route flooding but will also provide the SES with the best available information to help with the preparation of detailed flood evacuation plans and the planning of evacuations for both Bligh Park and Hobartville.

Since both the low point inundation issues and associated impacts on flood-time evacuation are very substantial, the March 2011 reports recommend further consideration of a range of potential options such as the potential utilisation of existing laneways (in order to serve as alternative evacuation routes) and road/drainage infrastructure modifications/upgrades.

At the Extraordinary Floodplain Risk Management Advisory Committee (FRMAC) meeting on 9 May 2001, the above reports were the subject of a presentation by Bewsher Consulting Pty Limited. The reports were distributed to the members of the Committee prior to the 18 April 2011 FRMAC meeting. As a result of the presentation and the Committee reviewing the reports, the recommendation by the FRMAC is that Council adopt the four reports in relation to the Bligh Park and Hobartville Evacuation Routes prepared by Bewsher Consulting,

Consultation

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

Background

Bewsher Consulting Pty Ltd undertook the December 2007 Bligh Park Evacuation Route Study and the August 2008 Hobartville Evacuation Route Study which focussed on low point flooding along the various local evacuation routes which then connect to the Hawkesbury-Nepean regional evacuation routes. Details regarding public consultation, documentation of historical flood observations, low point flood modelling and SES-identified local area evacuation routes and their accompanying low point locations are outlined in these reports.

The March 2011 Evacuation Route Options Study for both Bligh Park and Hobartville expands on the Evacuation Route Study findings by undertaking more sophisticated flood modelling of the low points in order to both better quantify the extent of local evacuation route flooding and to provide the SES and Council with the best available information to help with the planning of evacuations. As such, the March 2011 studies look at not only the evacuation constraints but also the evacuation improvement opportunities such as potential utilisation of laneways and local culvert/road upgrades.

The assessment involved a range of design events ranging between 20 year average recurrence interval (ARI) and the probable maximum flood (PMF) for the study area shown in Figure 1 of the reports. It should be noted that the reports deal with localised flooding in major storm events. The reports provide detailed evacuation route information that is not currently available to Council or the SES.

Both studies were undertaken for Council as part of the preparation of a Local Floodplain Risk Management Study and Plan for Bligh Park and Hobartville. The studies were undertaken under the guidance of a Technical Working Group (TWG) which comprised representatives from the Department of Environment, Climate Change & Water (DECCW), the State Emergency Service (SES) and Hawkesbury City Council (HCC). Funding for the project was provided by DECCW and HCC on a 2:1 ratio.

Findings

Bligh Park Study Area

The hydrologic and hydraulic modelling undertaken for the Evacuation Route Options Study has confirmed that many of the low points along the currently identified local flood evacuation routes are problematic in major storm events.

Relative to the regional Hawkesbury-Nepean flood evacuation design standard of roads being 300mm higher than the 500 year local flood event water level, the study has identified that all the modelled low points would have very significant inundation problems in that same design event.

Since both the inundation issues and associated impacts on flood-time evacuation are substantial, the March 2011 Study recommends that the implications be very carefully addressed. As part of this, it is recommended that the potential works options outlined in Chapter 4 of the March 2011 Study, be considered further. A significant number of the options relate to Bligh Park laneways and hence pending the results of the review it is concluded that many of the laneways should be preserved, as follows:

- Laneways 2, 3, 5, 7, 7a, 8, 8a, 8b, 10, 14, 15, 17, 18, 25, 25a, 28, 32-35, 37, 43 & 46-51 (all contain Council stormwater pipes);
- Laneways 9-13, 20, 21, 27, 29-31, 33, 36 & 52 (subject to feasibility as alternative flood time trafficable routes);
- Laneways 34 & 35 (to serve as flood-time pedestrian routes); and
- Laneways 1, 25, 25a, 28, 37, 43, 46-51 (together with works to reduce upslope road sag point water depths).

Combining all the above differing criteria for preserving various laneways it follows that a total of 41 laneways should be preserved. They are Laneways 1-3, 5, 7, 7a, 8, 8a, 8b, 9-15, 17, 18, 20, 21, 25, 25a, 27-37, 43 & 46-52.

Not only has the overall picture of low point flooding assessed in the 2007 Study been confirmed, but the more sophisticated 2D hydraulic modelling approach used in the March 2011 Study has resulted in improved levels of detail in terms of water levels and associated inundation mapping. In particular, the assessment of flood levels at Rifle Range Road and in the vicinity of the Colonial Reserve and Bounty Reserve detention basins has been substantially improved.

The flood model results also show that some of the local roads serve as de-facto flowpaths and indeed most significant pockets of overland flow inundation occur within the road reserves. Furthermore, in locations where there is no road reserve flowpath, there is shallow inundation of private properties. However, since the focus of the study has been on the low points, it is important to note that the model results (including associated inundation mapping) in areas away from the flood evacuation routes represent only approximations of local flow regimes.

Hobartville Study Area

Following on from the recommendations of the 2008 report, the March 2011 Study has seen the development of a significantly enhanced TUFLOW model (stormwater modelling program). While the general pattern of overland flows is broadly similar to that calculated in 2008, the use of a comprehensive ground level data set, together with the inclusion of building footprints, has produced an improved picture of flowpaths and flow depths. The results have confirmed that a number of the low points along the currently identified flood evacuation routes are problematic in very major storm events.

Relative to the regional Hawkesbury-Nepean flood evacuation design standard of roads being 300mm higher than the 500 year local flood event water level, the Study has identified that a number of the modelled low points would have very significant inundation problems in that same design event.

Since both the inundation issues and associated impacts on flood-time evacuation are substantial, it is recommended that the implications be very carefully addressed. To assist with that assessment, a potential range of options are presented in Chapter 4 of the March 2011 Study. A number of the options relate to Hobartville laneways and it has been found that six of the nine laneways - being Laneways 2 & 5-9 - should be preserved.

In the March 2011 Study, both the reporting of a range of significant flood regimes and the canvassing of potential options with regard to flood evacuation are seen to represent useful data, that does not already exist, that would inform the SES's preparation of detailed flood evacuation plans for Hobartville.

While the focus of the study has been on the flood evacuation low points, the flood model results also confirm the following:

- In the Western catchment the swale system has sufficient capacity however there are some pockets of roadway and private property inundation as local catchment surface flows are conveyed towards the swale; and
- In the Eastern catchment the swale system has relatively less capacity and hence there is some spill occurring into adjoining urban neighbourhoods.

While the modelling shows that there are areas of private property inundation and some of the local roads potentially serve as de-facto flowpaths, it is important to note in areas away from the flood evacuation routes that the model results (including associated inundation mapping) are only seen to represent approximations of local flow regimes.

Immediate Actions

The TWG has recommended that initial action be taken at Bligh Park in relation to the modification of Pedestrian Laneways and Link Points.

The project involves modification works to the Pedestrian Laneway numbers 9 and 10 (high priority) with the provision of collapsible bollards as well as an all weather hard surface (preferably reinforced concrete).

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In addition, two provisional Link Points at Morgan/Finnan Place and Giles/Webb Place are to be provided with either collapsible bollards or gates.

Pedestrian Laneways are located at the following localities:

- Laneway 9 (Juliana Place/Neilson Crescent)
- Laneway 10 (Mary Place/Neilson Crescent)

The identified civil works will provide the SES with the potential to utilise these laneways as trafficable alternative flood evacuation routes to the Rifle Range Road and Colonial Drive evacuation routes. The laneways will provide an alternative/bypass for flood evacuation route problem locations and provide exit routes from potential neighbourhood flood inundation problems connecting the eastern section of Bligh Park to evacuate via Thorley Street.

It is proposed to undertake the works in 2 Stages;

- Stage 1 (2011/12): Retro fit bollards and minor adjustment works at Bligh Park Laneways 9 and 10 as well as Link Points at Morgan/Finnan Place and Giles/Webb Place, Bligh Park. Total Cost = \$30,000
- Stage 2 (2012/13): Reconstruct Bligh Park Laneways 9 & 10 to provide an all weather hard surface for its full width and length (preferably reinforced concrete). Total Cost = \$180,000.

Funding to the value of \$20,000 is being sought from DECCW under the NSW Floodplain Management Program for 2011/2012. The provision of funding is based on the following ratio of (2:1) = DECCW (\$20,000): Council (\$10,000).

Conformance to Community Strategic Plan

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

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

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

- Develop disaster response and community safety plans

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

Financial Implications

Adoption of the 4 reports by Council has no effect on the current budget.

The proposed works to the Pedestrian Laneways and Link Points in Bligh Park to the value of \$30,000 has been identified in Component 57 of the Draft 2011/2012 Budget for Council's consideration. The provision of funding is based on the ratio of (2:1) = DECCW (\$20,000): Council (\$10,000)

Funding to the value of \$20,000 is being sought from DECCW under the NSW Floodplain Management Program for 2011/2012.

RECOMMENDATION:

That:

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

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- a. Bligh Park Evacuation Route Study - December 2007 - Reference J1434R_5
 - b. Hobartville Evacuation Route Study - August 2008 - Reference J1434R_9
 - c. Bligh Park Evacuation Route Options Study - March 2011 - Reference J1736R_9
 - d. Hobartville Evacuation Route Options Study - March 2011 - Reference J1736R_10
2. The priority works identified in the 2011/2012 Draft Budget be noted and the remaining priority works identified in the reports be included in future budget considerations to ensure that these works are completed in a reasonable timeframe.

ATTACHMENTS:

- AT - 1** Bligh Park Evacuation Route Study - December 2007 - Reference J1434R_5 - *(Distributed Under Separate Cover)*
- AT - 2** Hobartville Evacuation Route Study - August 2008 - Reference J1434R_9 - *(Distributed Under Separate Cover)*
- AT - 3** Bligh Park Evacuation Route Options Study - March 2011 - Reference J1736R_9 - *(Distributed Under Separate Cover)*
- AT - 4** Hobartville Evacuation Route Options Study - March 2011 - Reference J1736R_10 - *(Distributed Under Separate Cover)*

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 31 May 2011

Item: 107 **CP - Youth Drop In Centre - (96328)**

Previous Item: NM3, Ordinary (30 November 2010)

REPORT:

Executive Summary

This report has been prepared in response to a Notice of Motion adopted by Council on 30 November 2010 requesting the preparation of a report into the feasibility of establishing 'drop in' program options for young people within the Hawkesbury. It proposes that Council establish a working party to further investigate options for supporting and possibly expanding a mobile youth outreach program such as the existing program established by the Hawkesbury Community Outreach Service. The report also proposes identifying options for augmenting the existing 'Hawkesbury Loudspeaker' digital communication hub for young people to potentially expand its role as a virtual youth drop-in centre.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. The report proposes the establishing of a working party to seek advice and input from youth workers and young people. The Hawkesbury Youth Interagency has also been advised of the proposal.

Background

At its Ordinary Meeting of 30 November 2010 Council considered a Notice of Motion relating to the provision of drop in programs for young people within the Hawkesbury. In considering this Notice of Motion Council resolved;

"That a report be prepared to investigate the demand, feasibility and cost of establishing 'drop in' program options for young people within the Hawkesbury. The report to include information as to the success of previous programs of this nature and that the Hawkesbury Youth Interagency be consulted in the preparation of the report."

During the discussion of this item, Councillors raised a number of issues relating to the provision of youth-specific employment, education, recreational and welfare programs and commented on the need to engage, in some fashion, government and non-government service providers within these fields to co-ordinate relevant programs. In seeking to establish Council's intent in this regard, Council staff met with Councillor Tree, the proposer of the Notice of Motion, to seek further clarification of these matters. The outcome of these discussions directed Council staff towards investigating options around 'virtual' and mobile youth drop-in programs and their applicability to the Hawkesbury.

Youth Services in the Hawkesbury

In broad terms, the NSW Government is the primary funder of youth programs which are predominantly administered by Community Services, Department of Human Services NSW through the provision of grants under the Community Builders Funding Program. Within the Hawkesbury there are a number of youth specific programs funded by the Department:

- The Bligh Park Community Services Youth Project
- The North Richmond Youth Development Project
- Forgotten Valley Youth Development Project (Peppercorn Services Inc.)
- Hawkesbury Community Outreach Youth Project

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In the main, these funded youth development projects are relatively small (in funding terms) and, with the exception of the North Richmond Youth Project, generally employ part-time youth workers. The projects usually operate Monday to Friday. There are also a number of other youth projects or youth groups supported by church-based groups such as Hawkesbury Community Services, which operate within the Hawkesbury.

In addition to these youth specific youth development services, there are a number of other agencies providing youth specific services including the Turning Point Youth Accommodation Service, Peppercorn Services Youth Transport Options Project, The Warehouse Youth Health Centre (based in Penrith) the tedd noffs foundation and substance organisation who operate drug and alcohol programs for young people.

There are also a range of 'mainstream' agencies who provide generic services accessed by young people including accommodation services provided through Boystown Family Accommodation Service and Wentworth Community Housing; employment and training services provided through the recently opened trade training centre at Richmond High School and other agencies such as the Schools Industry Partnership and Job Quest (both of which are located in Penrith); and welfare services provided through the local Windsor office of the Department of Community Services and the Youth Liaison Officer stationed at the Hawkesbury Area Local Command.

The network of youth services in the Hawkesbury is diverse and relatively extensive. Most of the agencies listed above are affiliated to the Hawkesbury Youth Interagency (HYI) which operates to provide a forum for the sharing of information and the discussion of issues. The HYI does not, however, operate in a formal sense to co-ordinate the provision of services to young people as each agency delivers services in accordance with contracted outputs negotiated with their funding bodies. The HYI does provide a mechanism for collaboration on specific tasks such as the organisation of Youth Week.

In 2007, HYI established the Working to Strengthen Youth Services in the Hawkesbury (WYSH) Project to work on strategies to improve the provision and co-ordination of services to young people. The major achievement of the WYSH Coalition of Youth Services to date has been to work with young people on the Hawkesbury Youth Summit and the researching and drafting of the *Young People - Community Participation and Civic Leadership Report* which identified effective youth engagement strategies which have subsequently been reported and adopted by Council. One of these strategies has been the establishment of the 'Hawkesbury Loudspeaker' facebook page which provides an on-line communication hub for young people. The 'Hawkesbury Loudspeaker' is co-ordinated by The Bligh Park Community Services Youth Project. The WYSH Coalition is also currently working on a five-year WYSH Partnership Plan.

In summary, there is a vibrant and active youth services sector in the Hawkesbury. Agencies within the sector provide a range of services for young people. No individual service is funded specifically to formally co-ordinate the activities and services of these agencies. Mechanisms such as the HYI and WYSH Coalition operate to support collaborative partnerships and joint projects.

Council receives a small amount of funding (\$13,788) from Community Services, Department of Human Services NSW as a salary subsidy which has been allocated against the position of Council's Youth Participation Officer (Part Time - 21 hours per week). This level of funding equates to approximately 7 hours per week of this position. In return for this funding Council has been contracted by the Department to facilitate the activities of inter-agencies (such as HYI), to facilitate partnership projects (Youth Week, Youth Summit and the WYSH Coalition), and to facilitate community plans (through the involvement of young people in Council's planning processes).

In relative terms, Council receives a modest level of funding for youth development in comparison to other agencies funded by the Department. However, there remains a strong expectation within the community and the youth services sector that Council will take a lead role in youth development and the provision of services and facilities for young people. In practice, given its resources, it is difficult for Council to reasonably meet these expectations. In this context, Council has been required to prioritise its youth development activities and to focus on pursuing partnership opportunities to add value to existing programs and initiatives.

Youth Drop-In Centres in the Hawkesbury

Within the Hawkesbury, a number of agencies have operated what could be called traditional youth drop-in centres. These drop-in programs have included:

The Shed - a youth health project, funded predominantly by the Division of General Practitioners which operated from the (former) Richmond Community Health Centre in March Street with other services (such as the Warehouse Youth Health Services) also using this venue. The Shed ceased operating some eight years ago as the number of young people accessing the venue declined to the point where service was not being accessed. Former workers consulted in relation to the Shed, suggested that the reasons for its decline had to do with 'transport, dynamics in Hawkesbury families around sexual health and young people feeling generally unsafe in Richmond'. The worker indicated that they had much more success when taking their service outside of the centre to events.

McGrath's Hill Youth Project - this was an initiative of Bligh Park Community Services Inc. which operated about five to six years ago out of the McGrath's Hill Community Centre. It was a simple, activities based drop in program which never really took off or had strong numbers. The manager put this down to a 'lack of consistency in service delivery, the inability to hold the drop-in regularly, limitations in space and ability to store equipment'.

Forgotten Valley Mobile Resource Unit - ran a drop in for six months in 2005 out of the Wisemans Ferry Community Centre. There was interest from young people in the service but transport home was the main issue preventing them from regularly accessing the service. At the time it was operating there was no dedicated youth specific space and working with other groups made regular programming challenging.

Bligh Park Youth Drop In - has been a relatively successful program for many years supported by two funded youth worker positions and operating out of the Tiningi Youth Centre, Bligh Park. The service is now transitioning away from a drop in model towards a more structured, capacity building program to comply with the changing requirements of funding bodies.

North Richmond Youth Project - provides an activity and events based youth program operating out of the North Richmond Youth Centre. This program does not operate as a conventional 'drop-in' venue for young people, but engages young people around specific planned activities and events.

The Zone Youth Space - an initiative of Richmond Community Services Inc which operated out of the Richmond Neighbourhood Centre in response to an identified need for young people in Richmond to have somewhere safe to spend time. The Zone Youth Space began as a drop in service and developed into a music program, running band nights and a popular band competition 'Sounds of the streets'. The program had a coordinator and a team, all working on a voluntary basis. It ran from 2004-2006 and ceased operating due to resources limitations and its dependence on volunteers.

Hawkesbury Community Outreach Service – now based at the Kurrajong Community Centre, over many years HCOS operated youth programs at different locations in Bowen Mountain, Kurrajong, Blaxlands Ridge and Bilpin. HCOS is currently trialling a mobile youth 'drop-in' program using a small commuter bus.

The history of youth drop-in centres suggests that their success is in large part dependent on the presence of paid youth workers operating out of a dedicated youth space. Ideally the venue for a youth drop-in needs to be within reasonable walking distance of a substantial catchment population of young-people. Patronage of drop-in centres in the outlying areas of the Hawkesbury is impacted by the availability of transport. The participation of young people at drop-in venues is difficult to sustain over the longer-term with programs needing to be adequately resourced and regularly updated. In recent times there has been a move away from a casual drop-in approach to a more structured activity and event based youth programs.

In terms of costings, a successful 'district wide' drop-in program would need to operate from a dedicated youth space, operate after hours and on weekends, would need to be staffed by two youth workers, and provide transport to and from venues. The costs for such a program operating three nights a week (including Saturdays) would exceed \$150,000 per annum (\$72,967 in staff costs; \$49,361 in transport-related costs; and at least \$35,000 in program, marketing and equipment and venue maintenance costs).

Discussion - Mobile and Virtual Youth Centres

Without a substantial injection of funds, the prognosis for the provision of a successful, long-term drop-in program for young people is not good. Assuming responsibility for such a program - in the absence of appropriate funding from the NSW Government - would effectively see Council take on a service responsibility which primarily sits with the State Government.

Council has injected a substantial amount of funds in supporting the operation of youth programs through the construction of youth centres at Bligh Park and more recently in North Richmond, the continued provision and ongoing maintenance of community facilities on a rent free basis to provide state funded programs a venue from which to operate, and the construction of recreation facilities used by young people. In this respect, Council's primary role has been to construct and maintain bricks and mortar facilities. Where it provides youth services (such as the Forgotten Valley Youth Development Project and Hawkesbury Youth Transport Project) these services have been funded by the NSW Government and managed by Peppercorn Services Inc.

As noted above, resource constraints suggest that the most viable approach to increasing the level of services and programs to young people would best be effected through opportunities to add value to existing funded programs and initiatives. In practice, any 'district wide' approach would need to overcome the transport and communication challenges posed by the Hawkesbury's geography and population distribution. These challenges would seem to work against a static, centre-based program in favour of a more flexible, outreach and/or digital approach.

Some local government areas in Australia and rural England have established mobile youth centres utilising a medium to large bus outfitted with a range of equipment including playstation consoles, internet access, kitchen facilities, Sumo suits, skateboards and other sports equipment, data projector and screens, barbecue, outdoor movie screens, and music performance and tuition facilities. The mobile youth centre travels to where young people are, rather than requiring young people to find their way safely to and from a centre-based venue. Instead of constructing a building to house a youth centre - which would be the conventional council approach - these local government authorities have opted to outfit and operate what is effectively a mobile youth centre.

As noted above, the Hawkesbury Community Outreach Service (HCOS) is currently trialling the operation of a mobile youth centre, albeit on a modest scale using a small commuter bus. It is proposed that Council establish a working party to review and assess the effectiveness of this model and whether it could be replicated to cover the wider Hawkesbury. The working party would build upon the work of HCOS by investigating options for increasing the size, coverage and scope of a mobile youth centre. The Working Party would also assess the costs and possible sources of capital funding for the purchase and outfitting of a bus including grants and donations (in some areas, bus companies have donated vehicles for use as mobile youth centres).

The Working Party would also investigate the recurrent costs of such a facility and options for recouping some of these costs from the hire of the facility by youth services. One option to minimise the staffing costs of operating a mobile youth centre would be to make it available to existing youth services to augment their current programs so that the mobile centre would be staffed by the youth workers currently employed by these services. In any event the ongoing viability and sustainability of a mobile youth centre would be one of the key matters to be investigated by the working party.

In a similar way, it is also proposed that the Working Party investigate possible options for augmenting the 'Hawkesbury Loudspeaker' digital communication hub for young people to increase its capacity to operate as a virtual drop-in youth centre.

Council may also be aware that the Hawkesbury Local Area Command is investigating the potential of establishing a Police Citizens Youth Club (PCYC) in the Hawkesbury which would be contingent on the HLAC identifying a suitable venue for such a facility. It is proposed that Council assist the HLAC to further investigate this option.

Youth Services Planning

In a broader context, the development and co-ordination of services and facilities for young people could be enhanced through a planning process to map current levels of services to identify gaps in services and facilities for young people and establish agreed priorities for possible investment by Council and/or advocacy to other levels of government. In recent times, Council has received representations from young people for new facilities, most recently a skate-park in Glossodia and public amenities adjacent to the Clarendon skate-park. These representations have been considered by Council in isolation, without the benefit of being able to assess their relative level of priority or importance when measured against the needs of young people on a district wide basis.

Council's Community Strategic Plan requires Council to identify community needs, establish benchmarks, [and] plan to deliver and advocate for required services and facilities. As noted above the WYSH Coalition has been established to improve the provision and co-ordination of services to young people and is currently working on a five year partnership plan. It is proposed that Council approach the WYSH Coalition (through the Hawkesbury Youth Interagency) to establish their willingness to work with Council staff to develop a draft Youth Services and Facilities Plan for Council's consideration. While the exact scope of the planning framework would need to be negotiated and reported to Council for endorsement under Council's Community Engagement Policy, it is envisaged that the proposed Youth Services and Facilities Plan would establish priorities for incorporation into relevant Council plans (such as the Section 94a Development Contributions Plan, Cultural Plan etc); capital works programs; and service delivery plans as well as providing a focus for funding applications and opportunities as they arise.

Conformance to Community Strategic Plan

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

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

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

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

The report advocates the establishment of a working party to investigate options for improving services and facilities for young people. It also proposes the commissioning of a human services planning process to assess and identify the needs of young people to establish benchmarks and priorities for these required services and facilities. These are core enabling strategies to achieve the goals of the Hawkesbury Community Strategic Plan.

Financial Implications

There are no financial implications arising directly out of this report. If adopted, the recommendation will require the allocation of staff hours to facilitate the proposed working party and planning process. The allocation of staff resources will be negotiated in conjunction with normal workload demands. Any proposed expenditures arising from the deliberations of the working party and planning process will be reported to Council for determination and/or considered as part of Council's budget planning processes.

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RECOMMENDATION:

That:

1. A working party be commissioned to investigate options for a mobile youth centre as outlined in this report. The working party to also investigate ways of augmenting the 'Hawkesbury Loudspeaker' online communication hub to operate as a possible virtual youth drop in centre.
2. The Hawkesbury Youth Interagency be consulted in the development of the terms of reference and membership of the proposed working party. The agreed terms of reference and membership to be reported to Council for determination under Council's Community Engagement Policy.
3. Council approach the WYSH Coalition (through the Hawkesbury Youth Interagency) to establish their willingness to work with Council staff on the development of a draft Youth Services and Facilities Plan for Council's consideration. The terms of reference and scope of the proposed planning process be reported to Council for determination under Council's Community Engagement Policy.
4. Council assist the Hawkesbury Local Area Command to investigate options for establishing a Police Citizens Youth Club (PCYC) in the Hawkesbury.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 108 **CP - Proposed Disability Service Centre - North West Disability Services - (95498, 103117)**

REPORT:

Executive Summary

This report has been prepared to advise Council of an approach made by North West Disability Services (NWDS) to investigate possible options for NWDS to construct a Disability Service Centre on Council owned land. The report outlines in broad terms the NWDS proposal. The report recommends that Council staff, in partnership with NWDS, undertake consultation in accordance with Council's Community Engagement Policy, to document and assess community response to the proposal and for the results of the consultation to be further reported to Council.

Consultation

The issues raised in this report concern matters which constitute a trigger for Community Engagement under Council's Community Engagement Policy. The NWDS proposal is seeking to explore the possible construction of a community facility on a portion of Council owned land currently used by local residents for recreational purposes. Under Council's policy, proposed changes to a local community facility requires Council to consult with the affected community. It is proposed that Council undertake the community engagement process as outlined in this report.

Background

North West Disability Services

North West Disability Services is a not-for-profit disability services agency which has been providing services to people with disabilities and their families for over 26 years. It operates from a number of venues in Castle Hill, Rouse Hill and Richmond. The Richmond venue (known as Opal Cottage) operates from rented premises leased at commercial rates.

NWDS provides a range of programs for people with disabilities and their families and currently provides services to 50 clients (the majority of whom are residents of the Hawkesbury). These programs include, recreational and day programs, community participation, transition to work, post school options, leisure link, flexible respite, active ageing, life choices, career support, camps and holidays, respite accommodation and attendant care.

NWDS operates in conjunction with other disability service providers to meet the needs of people with disabilities and shares clients with other disability service providers. Under the funding formula which operates within the disability services sector, funding is made available to an individual client who then 'purchases' a service from an eligible service provider. The portable funding model enables participants to choose the service type that best meets their needs and goals, and to move between service types as their needs and goals change.

Proposal for a Purpose Built Disability Services Centre

NWDS has recently approached Council to explore a partnership proposal which would see NWDS construct and operate a purpose-built disability service centre on Council owned land to deliver funded disability services to residents of the Hawkesbury. NWDS briefed Council on their proposal at a Councillor Briefing Session held on 5 April 2011.

The proposal would initially see the construction of a 698m² building, associated car parking, and a fenced garden area to provide a focus for the provision of centre-based and outreach community participation programs. The building would be managed and operated by NWDS but would also be made available for

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other disability service providers and community groups to access and use when not required for NWDS programs. Funds and in-kind contributions available for the project are in the vicinity of \$1M.

NWDS have also indicated that subject to further consultation and approval from Council, they would be seeking to invest additional resources in developing a community sensory garden and landscaped areas and a disability playground which would be accessible to all residents and would ideally be located adjacent to the proposed disability services centre.

NWDS have indicated that the impetus for the proposed disability service centre has arisen from the need to provide a purpose built venue to more effectively respond to client needs and the wishes of client families. The centre will enable NWDS to improve and expand its suite of services to residents of the Hawkesbury. To this end, NWDS have for a number of years been actively working in partnership with the Bendigo Bank and the Richmond Club to realise this project but to date have not been successful due to the cost and planning limitations of the privately owned sites available for the project - hence the approach to Council.

Location

As with most community facilities, a location within close proximity to transport links, commercial precincts and other human services is generally the most appropriate place to establish an easily accessible and functional community centre. For this reason, NWDS have identified Pound Paddock (located in Bourke Street Richmond immediately south of the East Richmond railway station) as an ideal location for the proposed project. Following discussion with Council staff an alternate location on council-owned land adjacent to Richmond Pool was also identified as a possible alternate site for the proposed project. At this time, given its relative advantages, NWDS are keen to explore the feasibility and appropriateness of the Pound Paddock site.

Consultation

At this time, to 'test' the NWDS proposal prior to any further steps or the incurring of additional expenditure by NWDS, it is proposed that consultation be held with local residents and stakeholders regarding the proposed project. Pound Paddock is an open space area with limited facilities which is managed by the Hawkesbury Sports Council. Casual observation suggests that the area is not heavily patronised by residents. It does however represent a sizeable area of open space which is currently available for passive recreation by local residents. While the likely footprint of proposed project is limited to the northern 20% of the park, it would be important to ensure that the project does not impinge on the existing use of Pound Paddock and as far as possible complements the current use of this park. The proposed consultation process will help to identify the views of residents and establish an acceptable framework by which the project could be progressed subject to Council approval and the resolution of other related considerations.

It is proposed that the following consultative strategy be implemented:

- a. the distribution of a information leaflet and survey to households within a 500 metre radius of Pound Paddock (an area bounded by Paget St, College St, Francis Street, Pitt St and Blacktown Rd);
- b. a public meeting;
- c. consultation with the Hawkesbury Sports Council, the Richmond Golf Club and Richmond Scout Group (adjoining owners);
- d. referral of the proposal to the Hawkesbury Disability Advisory Committee for advice;
- e. referral to the Hawkesbury Disability Forum (local disability services inter-agency) for comment and feedback.

Other Considerations

Council will be aware that Pound Paddock has recently been categorised as a 'sportsground' under Council's generic plans of management for Council parks and reserves. While this categorisation does not

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necessarily preclude the construction of a community facility, it would be preferable to re-categorise the land which lies above the 1 in 100 year flood level (approx 1,800m² of the 9,500m² site) as 'general community use'. This would be subject to a re-categorisation process including a public hearing.

The proposed project represents an opportunity for Council to explore a partnership with a not-for-profit disability services provider to leverage external funds to construct a purpose built disability services centre to improve and increase the provision of services to people with a disability who reside in the Hawkesbury. Given the increasing prevalence of disability with the community, such a facility would be a valuable community asset. NWDS is aware that under such an arrangement (if proceeded with) ownership of the building will rest with Council. In return for its \$1m investment, NWDS would be seeking a long-term agreement by which management and operation of the building would be delegated to NWDS at no rental, with NWDS responsible for meeting day-to-day occupancy and asset maintenance costs of the facility - similar to the terms as that apply to Council's other community managed community buildings.

Conformance to Community Strategic Plan

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

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

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

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

Financial Implications

There are no financial implications arising from this report. The report proposes the implementation of a consultation strategy which will require the allocation of staff resources which can be negotiated in conjunction with normal workload demands.

RECOMMENDATION:

That Council implement the consultation strategy as outlined in this report to seek the views of local residents and stakeholders reading the proposal by North West Disability Services to construct a disability services centre on part of Council owned land at Pound Paddock, Richmond.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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INFRASTRUCTURE SERVICES

Item: 109 **IS - Extension of Memorandum of Understanding - University of Western Sydney - (95454)**

Previous Item: 241, Ordinary (10 November 2009)

REPORT:

Executive Summary

At its meeting held 10 November 2009, Council resolved to enter into a Research Collaboration Memorandum of Understanding (MoU) with The Cooperative Research Centre for Irrigation Futures (CRC IF) and provide funding in an amount of \$6,000 in the 2009/2010 financial year for costs associated with running the Project Steering Group.

Whilst the CRC IF finished its seven year tenure on 30 June 2010, the University of Western Sydney (UWS) is proposing to continue the research and have requested an extension of the current MoU for a further three years to 30 June 2014. UWS have also requested funding support of \$6,000 per annum over the next three years for costs associated with running the Project Steering Group and it is proposed to recommend this support in principle, pending Council's annual budget review.

Consultation

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

Background

At its meeting held on 10 November 2009, Council resolved to enter into a Research Collaboration Memorandum of Understanding (MoU) between The Cooperative Research Centre for Irrigation Futures (CRC IF) and provide funding in an amount of \$6,000 in the 2009/2010 financial year for costs associated with running the Project Steering Group. The current MoU expired on 4 March 2011, and whilst the CRC IF's seven year tenure finished on 30 June 2010, UWS through its "Water and Irrigation Strategy Enhancement through Regional Partnership in Western Sydney (WISER)" group proposes to continue the project. UWS is seeking an extension of the MOU for a further three years from the date of signing to 30 June 2014 and have requested support in the amount of \$6,000 towards the costs of running the project steering group, regular newsletter and other administrative tasks, per annum for the three year period.

Through a number of consultations and workshops, Blacktown, Hawkesbury, Liverpool and Penrith Councils, along with Metro Water (Department of Water and Energy) were identified as a client group who will benefit directly from the outcomes of a research collaboration into planning, management and delivery of water for agricultural, commercial, environmental and domestic uses as well as other bulk water demand specifically within the South Creek Catchment of Western Sydney.

The University of Western Sydney through its WISER Group of scientists links fifteen partner organisations to undertake and deliver research, education and training relating to critical issues in Australian irrigation. The partners are Charles Sturt University, CSIRO, NSW Department of Primary Industries, Goulburn-Murray Water, Australian Government Land and Water, Queensland Department of Natural Resources & Water, Victoria Department of Primary Industries, South Australian Research and Development Institute, SunWater, University of New England, University of South Australia, University of Melbourne, University of Southern Queensland, University of Western Sydney and South Australian Department of Water, Land and Biodiversity Conservation. A major focus of the University's 'system harmonisation program' is the

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development of a collaboration to facilitate research into strategies for water for all purposes including irrigation initially focussing in the South Creek catchment of Western Sydney.

The research collaboration aims to produce research outputs that contribute relevant information to regional and local water management plans. These plans when implemented by participating councils, government agencies and stakeholders aim to make greater and more effective use of all sources of water to meet demands for domestic, commercial, agriculture and public open spaces irrigation and bulk water users including improving river health. The principal focus of the research is aimed at determining what water is best used where and why.

Research outcomes of WISER which it is anticipated will specifically benefit Council:

- Assessment of medium to long-term future water security in the context of current and future developments/on-ground works in the South Creek Catchment
- Dealing with issues related to effluent reuse and its application to reserves, industry, school grounds, and sporting grounds within South Creek; in particular focusing on irrigation methods, soil quality and social issues.
- A better understanding of the consequences of urbanisation in the Vineyard Precinct with reference to adjacent development in the North West Growth Centre:
 - Water balance
 - Groundwater
 - Agricultural water use
 - Microclimate and
 - Water quality
- Understanding of broader regional impacts of local water management solutions (e.g. BASIX, stormwater treatment and effluent reuse).
- Flood risk identification resulting from upstream development within South Creek Catchment
- Access to the WISER databases (soil, vegetation, stream flow, potable water, ground water etc) and models by Council staff for their use in water cycle management.
- Improved capacity of Council staff to understand water issues now and into the future.
- Development of a total water balance picture specific to the Hawkesbury City Council.

It is proposed to support the extension of the MoU, and the funding in an amount of \$6,000 per annum for the next three years for costs associated with running the Project Steering Group, in principle pending Council's annual budget review, and this amount be funded in the 2010/2011 financial year from the City Planning contribution to outside bodies allocation.

Conformance to Community Strategic Plan

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

- To look after our cultural and environmental assets for future generations so that they too can enjoy and benefit from a clean river and natural eco-systems, rural and cultural landscape.

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

- Work in partnership with relevant stakeholders to protect designated waters.

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Financial Implications

Funding of \$6,000 has previously been provided from the City Planning contribution to outside bodies allocation. It is proposed to continue to fund this project from within this component.

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RECOMMENDATION:

That

1. The Research Collaboration Memorandum of Understanding with the University of Western Sydney be executed.
2. Funding in an amount of \$6,000 per annum for the next three years for costs associated with running the Project Steering Group be supported in principle pending Council's annual budget review.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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Item: 110 **IS - Naming of an Un-named Road at Grose Wold Within Proposed Subdivision of Lot 2 DP 1118655 and Lot 3 DP 87137, No.41 Avoca Road, Grose Wold - (95495)**

Previous Item: 42, Ordinary (8 March 2011)

REPORT:

Executive Summary

This report has been prepared following Council's Resolution of the 8 March 2011 to seek public comment under the New South Wales Roads Act 1993 on the naming of a new public road that is to be created within the proposed subdivision of Lot 2 DP 1118655 and Lot 3 DP 87137, No.41 Avoca Road, Grose Wold, as Oakford Place.

Public comment has now been sought with two submissions being received in relation to the proposed name.

The report recommends that the new public road in connection with the proposed subdivision of Lot 2 DP 1118655 and Lot 3 DP 87137, No.41 Avoca Road, Grose Wold, be named as Oakford Place.

Consultation

This issues raised in this report do not require further Community Engagement under Council's Community Engagement Policy. The community engagement process undertaken meets the criteria for the minimum level of community engagement required under Council's policy.

Public consultation was sought by way of advertisement in the local press, Council's web page under Consulting the Community, correspondence addressed to adjoining and surrounding owners of the proposed new road (22 letters), various organisations (9 letters), the applicant and the owner. The public comment period expired on 22 April 2011. No further public consultation is required for the name of Oakford Place.

Background

At the Council Meeting held on the 8 March 2011, it was resolved:

"That public comment be sought under the New South Wales Roads Act, 1993 for the naming of the new public road in connection with the proposed subdivision of Lot 2 DP 1118655 and Lot 3 DP 87137, No.41 Avoca Road Grose Wold as Oakford Place."

The name Oakford Place was suggested after consulting Council's Local Studies and Outreach Librarian following an application that was received from McKinlay Morgan & Associates Pty Ltd on behalf of their client Oneten Properties Pty Ltd. The application requested Council, as the road authority, to select and approve a name for a new public road being created in a proposed subdivision.

Oakford was the name of the orchard owned by John Thomas Woods. This property was in the vicinity of the proposed new road. The information was sourced from "Family of Mary Pitt" by J.Cust page 192.

At the end of the public comment period, two submissions were received as follows:

- No objection to the use of the name "Oakford Place", from the Geographical Names Board of New South Wales providing it does not refer specifically to any living person.
- A suggestion from an adjoining owner that a more 'befitting' name for the new road is "Bronzewing Place"

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Details of the newly suggested name are:

- It is of the understanding of the adjoining owner, who is making the suggestion, that the proposed subdivision and new road sits in the middle of the original land grant to Mr GP Woods and his wife Lucy. They have been told that the original home of Mr Woods was located at the end of Ashtons Road and that the home and whole property from Ashtons Road through to the William Crowley property (western boundary) was named "Bronzewing". This was on account of the proliferation of Bronzewing native pigeons found in the vicinity. These birds are still found in the area.

The suggestion made by the adjoining owner was referred to Council's Local Studies and Outreach Librarian who advised that this information appears to be based on the accounts of a previous property owner and is not contained in any of the readily available research material. Notwithstanding, if Council were to proceed with the proposed new name of "Bronzewing Place", public consultation would be required under the New South Wales Roads Act 1993 and Council's Community Engagement Policy.

It is noted that from the 22 letters forwarded to the surrounding owners, only 1 response was received providing an alternative name. Generally with public consultation, a high proportion of recipients do not respond if they agree with a proposal. Responses are usually received from people wishing to object or provide an alternative. In this case, no objections have been received only an alternative suggestion. Based on the information outlined in the report and the responses received, on balance it is felt that the naming of the new public road in connection with the proposed subdivision of Lot 2 DP 1118655 and Lot 3 DP 87137 be named Oakford Place.

Conformance to Community Strategic Plan

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

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

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

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

Financial Implications

The advertising and administrative expenses associated with this matter have been paid by the applicant in accordance with Council's Revenue Pricing Policy.

RECOMMENDATION:

That the new public road in connection with the proposed subdivision of Lot 2 DP 1118655 and Lot 3 DP 87137, No.41 Avoca Road, Grose Wold, be named Oakford Place.

ATTACHMENTS:

AT - 1 Locality Plan - Proposed Oakford Place

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AT - 1 Locality Plan - Proposed Oakford Place

[Refer to Attachment Agenda](#)

(This Attachment has been removed to reduce the overall size of this business paper to allow quicker download times)

(The Attachment Agenda is placed under the Agenda link on Council Website and can be found under the Business Paper Listing for 31 May 2011)

oooO END OF REPORT Oooo

Item: 111 **IS - Priority List For Sealing Gravel Roads - (95495, 79344)**

Previous Item: NM1, Ordinary (8 June 2010)

REPORT:

Executive Summary

The purpose of this report is to provide criteria to enable prioritisation of gravel roads should funding become available for sealing works. Although there is no established criteria for determining priorities for sealing gravel roads, a set of basic criteria has been formulated and referenced with other councils. This matter was the subject of a Councillor Briefing Session held on 3 May 2011.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. Accordingly, no direct consultation has been undertaken with the public in regard to a priority list for sealing gravel roads.

Background

At Council's Ordinary meeting of 8 June 2010, a Notice of Motion was tabled in relation to the sealing of roads, where it was resolved:

"That a:

- 1. Methodology be prepared to enable the prioritisation of unsealed roads which could be sealed should external or additional funding sources become available for that purpose.*
- 2. List of roads be prepared based on the methodology identified and presented to Council in a Briefing Session annually."*

Council is responsible for the maintenance and repair of 300 km of gravel roads. These roads are located in a diverse geographic area comprising both flat and mountainous terrain including potentially unstable riverbanks and flood prone areas.

During dry weather periods numerous complaints are received regarding the dust nuisance associated with unsealed roads, and equally during wet weather periods numerous complaints are received in relation to slippery road conditions and potholes.

The purpose of this report is to provide criteria to enable prioritisation of gravel roads should funding become available for sealing of gravel roads.

The following criteria has been identified as being related to the need for sealing gravel roads and as such is considered appropriate to use as a prioritisation tool for this purpose should funding become available. Whilst there appears to be no industry standard in relation to prioritising gravel roads, a number of councils were referenced and similar criteria was utilised in varying forms for the purpose.

- **Average Daily Traffic (ADT)**

Traffic volumes have been derived from volumetric counters positioned at the relevant sites.

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- **Traffic Value**

This score has been calculated from the ADT and assigning one (1) point for every ten (10) vehicles plus one (1) point for every percentage point of heavy vehicles.

Since the Councillor Briefing Session, it has been pointed out by Councillor Conolly that the assignment of one point for every percentage point of heavy vehicles could skew the results should a lightly trafficked road have the majority of vehicles utilising it being heavy vehicles. For example a road with 5 ADT and all of those vehicles being heavy vehicles would receive a score of .5 relating to ADT and 100 relating to heavy vehicles, giving a score of 100.5. Whilst this would be an extreme example, it can be seen how this methodology would unduly influence the result.

As such this criterion has been amended to reflect the impact of heavy vehicles compared to cars, identifying the actual number of heavy vehicles utilising a road, dividing this number by 10 (as with the ADT) and applying a value of 5 to reflect the impact of heavy vehicles relative to cars. In the previous example the score relating to ADT would then be 3 which would appear to be more realistic.

- **Dwellings per Km**

The score represents the average number of dwellings per road km & located within one km of the road. This reflects the impact of dust upon a dwelling caused by vehicles travelling on an adjacent gravel road.

- **School Bus Route**

A score of two (2) points has been allocated where a gravel road is part of a school bus route. This adds importance to the score given that a school bus route is a high priority for local residents. Bus operators on occasions have refused to service a particular road due to its potentially hazardous condition.

- **Transport Route**

A score of one (1) point has been allocated to a through road performing as a collector road for the surrounding district or a no through road with substantial industrial traffic.

- **Environmental Sensitivity**

A score of two (2) points has been allocated to gravel roads in close proximity to a river or creek. This reflects the impact of both dust and erosion of road materials on aquatic environments.

- **Tank Water**

A score of one (1) point has been awarded to a gravel road where the residents are dependent upon "Tank Water".

- **Maintenance Frequency**

The score shown in this column represents the total number of times a road has been graded over a twelve month period. Some remote gravel roads with very little traffic and population may only require grading once every few years. Alternatively, some through roads with high traffic volumes and high population densities warrant more frequent grading due to complaints and potential safety concerns associated with dust and road conditions.

- **Accident Statistics**

The allocated score represents the total number of reported accidents over a four (4) year period. The distinction between injury and non-injury accidents is shown for information purposes only.

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An indicative list of gravel roads utilising the proposed criteria is attached.

It should be noted that Council's maintenance expenditure on sealed and gravel roads for the 2009 / 2010 financial year was:

Sealed Roads	-	\$7,100 per km/annum approx.
Gravel Roads	-	\$4,080 per km/annum approx.

This expenditure does not represent total funding required to maintain the network at a satisfactory level. Having regard to the above expenditure, it can be seen that additional funding will be required to maintain the sealed road network, if the total length is increased

Part 2 of Council's resolution required that a *"List of roads be prepared based on the methodology identified and presented to Council in a Briefing Session annually"*. It is suggested that rather than this action occurring on an annual basis, which could lead to an expectation that a particular road is being considered for sealing, the priority listing be presented to Council when funding for this purpose becomes available.

Conformance to Community Strategic Plan

The proposal is consistent with the Linking the Hawkesbury Directions statement;

- Have a comprehensive system of well maintained local and regional roads to serve the needs of the community.
- Plan for, maintain and renew our physical infrastructure and community services, facilities and communication connections for the benefit of residents, visitors and businesses.

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

- Develop and implement a sustainable roads asset management system.

Financial Implications

The criteria for priority ranking does not have any financial impact.

RECOMMENDATION:

That:

1. The criteria for prioritising gravel roads for sealing should funding become available be adopted.
2. Should funding become available to seal gravel roads, a prioritised list be presented to Council at a Briefing Session.

ATTACHMENTS:

AT - 1 Indicative List of Gravel Roads Utilising Proposed Criteria.

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AT - 1 Indicative List of Gravel Roads Utilising Proposed Criteria

[Refer to Attachment Agenda](#)

(This Attachment has been removed to reduce the overall size of this business paper to allow quicker download times)

(The Attachment Agenda is placed under the Agenda link on Council Website and can be found under the Business Paper Listing for 31 May 2011)

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[Refer to Attachment Agenda](#)

(This Attachment has been removed to reduce the overall size of this business paper to allow quicker download times)

(The Attachment Agenda is placed under the Agenda link on Council Website and can be found under the Business Paper Listing for 31 May 2011)

oooO END OF REPORT Oooo

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Item: 112 **IS - Rural Fire Service Revised Estimates 2011/2012 - Hawkesbury District - (74436, 95495)**

Previous Item: 279, Ordinary (14 December 2010)

REPORT:

Executive Summary

The Hawkesbury Rural Fire Service is seeking Council's endorsement for a revised budget for the 2011/2012 financial year, due to the NSW Rural Fire Service requesting the budget be reviewed to reflect a similar budget to the 2010/11 financial year.

Consultation

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

Background

Council at its meeting of 14 December 2010 resolved:

"That the 2011/2012 Rural Fire Fighting Fund estimates as submitted by the NSW Rural Fire Service be endorsed in principle."

The Regional Manager, NSW Rural Fire Service, has requested the Hawkesbury Rural Fire Service to review the proposed 2011/2012 budget which was submitted to Council, to reflect a similar budget amount to the 2010/11 financial year.

The District Manager, Hawkesbury Rural Fire Service, has submitted a revised budget and is seeking Council's endorsement.

The proposed amendments to the previously considered budget are listed below:

- The number of tankers requested has been reduced from five Category 1 tankers and two Category 7 tankers to two Category 1 tankers (a decrease from \$1,263,000 to \$403,000 – taking trade-ins into account)
- Insurance for vehicles has been taken over by the NSW RFS and therefore the figure of \$60,000 has been increased by \$20,000 within the RFS bid
- Telephone costs (\$34,000) has been moved from the RFS bid to the Council bid
- An additional amount of \$25,000 for vehicle maintenance has been added to the Council bid
- An additional amount of \$8,000 for training has been added to the Council bid
- Field Day funding has been increased from \$10,000 to \$15,000 within the Council bid
- \$20,000 for Equipment General and \$2,000 for Decontamination Services has been removed from the RFS bid.

Essentially, the charges to Council will be of a similar nature to the 2010/2011 budget. The revised 2011/2012 estimates have been summarised within the attached table (See Attachment 1).

The variation outlined within the report if endorsed as recommended relating to the Rural Fire Service budget will be adjusted in the Draft Budget currently on exhibition when final determination is being made at the Budget meeting in June.

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Conformance to Community Strategic Plan

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

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

Financial Implications

Consideration of funding will be required as part of the 2011/2012 Budget consideration.

RECOMMENDATION:

That the revised 2011/2012 Rural Fire Fighting Fund estimates as submitted by the NSW Rural Fire Service be endorsed in principle.

ATTACHMENTS:

AT - 1 Revised Rural Fire Service Estimates 2011/2012.

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AT - 1 Revised Rural Fire Service Estimates 2011/2012

HAWKESBURY RURAL FIRE DISTRICT BID & ESTIMATES 2011 - 2012						
ACTION	RFS BID	COUNCIL BID	PROVIDED BY COUNCIL	PROPOSED REVISED BUDGET		
				RFS BID	COUNCIL BID	PROVIDED BY COUNCIL
Station maintenance & repair	\$35,000.00			\$35,000.00		
Electrical Tagging & Fire Extinguisher Maintenance		\$10,000.00			\$10,000.00	
Station upgrades	\$350,000.00			\$350,000.00		
Part Time Wages - Cleaning / Admin		\$30,000.00			\$30,000.00	
Insurance stations			\$10,000.00			\$10,000.00
Insurance vehicles	\$40,000.00			\$60,000.00		
Electricity & Water - stations						
Electricity & Water - Fire Control / WOOSH / Wilberforce Station / Stores	\$45,000.00			\$45,000.00		
Council rates			\$12,500.00			\$12,500.00
Staff vehicle changeovers (3)	\$45,000.00			\$45,000.00		
Computer replacements	\$10,000.00			\$10,000.00		
Equipment General	\$20,000.00					
Travel expenses	\$5,000.00			\$5,000.00		
Printing & stationery		\$35,000.00			\$35,000.00	
Vehicle running costs	\$51,000.00			\$51,000.00		
Telephone calls	\$19,000.00				\$19,000.00	
Telephone rental	\$15,000.00				\$15,000.00	
Staff Phones	\$6,000.00			\$6,000.00		
Catering		\$15,000.00			\$15,000.00	
Network Provision (Communications Platform)	\$5,669.00			\$5,669.00		
PMR Site Costs	\$8,000.00			\$8,000.00		
GRN radio access fees	\$25,000.00			\$25,000.00		
Radio repairs	\$15,000.00			\$15,000.00		
Fuel	\$50,000.00			\$50,000.00		
Vehicle maintenance & repair	\$93,000.00			\$93,000.00	\$25,000.00	
Protective equipment	\$50,000.00			\$50,000.00		
Tanker Replacement Programme (less trade-ins)	\$1,289,250.00			\$403,000.00		
Equipment	\$180,000.00			\$180,000.00		
Decontamination Services	\$2,000.00					
Group Officer vehicle replacement (2)		\$45,000.00			\$45,000.00	
Mitigation works						
Community Education Activities	\$4,000.00			\$4,000.00		
Training	\$3,000.00	\$7,000.00		\$3,000.00	\$15,000.00	
Field Day		\$10,000.00			\$15,000.00	
Cleaning Products		\$1,000.00			\$1,000.00	
Information Services & GIS Contribution	\$48,397.00			\$48,397.00		
Wages - Casual		\$25,000.00			\$25,000.00	

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TOTALS	\$2,414,316.00	\$178,000.00	\$22,500.00	\$1,492,066.00	\$250,000.00	\$22,500.00
Plus RFS Staff Wages	\$836,000.00			\$836,000.00		
TOTAL	\$3,250,316.00			\$2,328,066.00		
Plus RFS Programme Charges (EST)	\$1,300,000.00			\$1,500,000.00		
TOTAL	\$4,550,316.00			\$3,828,066.00		
Reimbursement of Council 11.7% Programme Charges	\$152,100.00			\$148,830.08		
TOTAL BID to RFS (EST)	\$4,702,416.00			\$3,976,896.08		
Councils Statutory Contribution 11.7% (EST)		\$550,182.76			\$465,296.84	
COUNCIL CONTRIBUTION (EST)		\$728,182.76			\$715,296.84	
Less Reimbursement of 11.7% Programme Charges(EST)		\$130,579.72			\$175,500.00	
TOTAL COUNCIL CONTRIBUTION (EST) (WITH STATION UPGRADE)		\$597,603.04			\$539,796.84	

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 31 May 2011

Item: 113 **IS - Hawkesbury City Waste Management Facility Requesting Extension of Time to Remove Sand - (95495)**

Previous Item: 182, Ordinary (27 July 2010)

REPORT:

Executive Summary

The tender for the "Purchase and removal of sand from the Hawkesbury City Waste Management Facility" was awarded to H.X. Services Pty Ltd on 27 July 2010.

The tender stipulated that the sand was to be removed within six months from the date of commencement. The six months for practical completion expired on 17 March 2011 with a large quantity of the stockpiled sand remaining onsite.

H.X. Services Pty Ltd has requested that an extension to the contract be granted due to unforeseen circumstances reducing the demand for sand in the market place.

It is recommended that an additional 12 months be granted to H.X. Services Pty Ltd to remove the remainder of the stockpiled sand.

Background

Hawkesbury City Council owns and operates its own waste management facility located on the corner of Blacktown Road and The Driftway, South Windsor. As part of the construction of the most recently constructed landfill cell (5) excavated sand was stockpiled onsite for future sale. There was approximately 22,670m³, which equates to approximately 34,005 tonnes at 1.5 tonnes/m³, of sand stockpiled in two piles.

Tenders were sought for the purchase and removal of sand from the Hawkesbury City Waste Management Facility with a timeframe of six months given for the removal of all of the stockpiled sand.

The tender was awarded to H.X. Services Pty Ltd at the Council Ordinary Meeting held on 27 July 2010 and the formal instrument of agreement was signed on 9 September 2010.

On 17 March 2011, six months from the commencement of works 900.40 tonnes of sand had been removed from the site. H.X. Services were given permission to remove sand from the site since that time and has since removed another 1109.80 tonnes of sand as of 27 April 2011, in total 2010.2 tonnes have been removed from site.

H.X. Services Pty Ltd has advised that due to several advertisements offering free sand and delivery within Sydney, all of their commercial customers have stocked up on the free sand. The sand allegedly came from a Moore Park development that needed to move the sand quickly. As a consequence H.X. Services will not be able to move the sand at the rate that they had anticipated until the stocks of the free sand have been depleted.

H.X. Services Pty Ltd advised that in their opinion the offering of free sand and delivery within Sydney was an unprecedented event which is unlikely to be repeated and they expect to be able to resume selling sand when the stockpiles of the free sand have been depleted.

H.X. Services Pty Ltd has requested an extension of the contract completion time to allow them sufficient time to sell and remove the remaining stockpiled sand.

ORDINARY MEETING

Meeting Date: 31 May 2011

Conformance to Community Strategic Plan

The proposal is consistent with the *Shaping our future together* Directions statement:

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

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

- Maintain and review a sustainable long term financial framework.

Financial Implications

The extension of time should allow continued removal sand without the need to re-tender the project.

RECOMMENDATION:

That an additional 12 months be granted to H.X. Services Pty Ltd to sell and remove the remainder of the stockpiled sand from the Hawkesbury City Council Waste Management Facility site.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING**Meeting Date:** 31 May 2011**SUPPORT SERVICES****Item: 114 SS - Monthly Investments Report - April 2011 - (96332, 95496)****Previous Item:** 144, Ordinary (29 June 2010)**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 Regulation and the Council's Investment Policy.

This report indicates that Council held \$40.01 million in investments at 30 April 2011.

It is recommended that this report be received and noted.

Consultation

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

Background

The following table indicates that Council held \$40.01 million in investments as at 30 April 2011. Details of the financial institutions with which the investments were made, date investments were taken out, the maturity date (where applicable), the rate of return achieved, the credit rating of the institutions both in the short term and the long term, and the percentage of the total portfolio, are provided below:

Investment Type	Institution Short Term Rating	Institution Long Term Rating	Lodgement Date	Maturity Date	Interest Rate %	Principal \$	Percentage of Portfolio	Total \$
On Call								
CBA	A1+	AA	30-Apr-11		5.25%	3,810,000	9.50%	3,810,000
Term Investments								
ANZ	A1+	AA	20-Oct-10	20-Jul-11	6.30%	1,500,000	3.75%	
ANZ	A1+	AA	17-Nov-10	17-Aug-11	6.30%	1,000,000	2.50%	
ANZ	A1+	AA	27-Jan-11	18-May-11	6.20%	500,000	1.25%	
ANZ	A1+	AA	29-Nov-10	26-Oct-11	6.36%	1,500,000	3.75%	
ANZ	A1+	AA	25-Nov-10	23-Nov-11	6.60%	1,000,000	2.50%	
ANZ	A1+	AA	25-Nov-10	23-Nov-11	6.60%	2,000,000	5.00%	
ANZ	A1+	AA	23-Feb-11	22-Feb-12	6.24%	1,200,000	3.00%	
ANZ	A1+	AA	10-Mar-11	20-Dec-11	6.35%	2,000,000	5.00%	
ANZ	A1+	AA	14-Mar-11	11-Jan-12	6.35%	2,000,000	5.00%	

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ANZ	A1+	AA	23-Mar-11	21-Mar-12	6.24%	500,000	1.25%	
Bank of Queensland	A-2	BBB+	21-Dec-10	22-Jun-11	6.45%	1,000,000	2.50%	
Bankwest	A1+	AA	04-Aug-10	04-May-11	6.15%	1,000,000	2.50%	
Bendigo and Adelaide Bank	A-2	BBB+	13-Oct-10	15-Jun-11	6.10%	1,000,000	2.50%	
Credit Union Australia	A-2	BBB+	23-Feb-11	22-Feb-12	6.21%	1,000,000	2.50%	
Defence Force Credit Union Ltd	unrated	unrated	17-Nov-10	18-May-11	6.30%	1,000,000	2.50%	
IMB	A-2	BBB	11-Aug-10	11-May-11	6.20%	1,000,000	2.50%	
ING Direct	A-1	A+	23-Feb-11	21-Sep-11	6.22%	1,000,000	2.50%	
Members Equity	A-2	BBB	21-Dec-10	22-Jun-11	6.30%	500,000	1.25%	
NAB	A1+	AA	20-Jan-11	06-Jul-11	6.14%	1,000,000	2.50%	
NAB	A1+	AA	20-Jul-10	20-Jul-11	6.24%	1,000,000	2.50%	
NAB	A1+	AA	17-Nov-10	16-Nov-11	6.46%	1,000,000	2.50%	
NAB	A1+	AA	08-Dec-10	10-Aug-11	6.39%	2,000,000	5.00%	
NAB	A1+	AA	02-Dec-10	07-Dec-11	6.44%	1,000,000	2.50%	
NAB	A1+	AA	03-Dec-10	07-Dec-11	6.45%	2,000,000	5.00%	
NAB	A1+	AA	08-Dec-10	07-Dec-11	6.44%	500,000	1.25%	
NAB	A1+	AA	20-Jan-11	14-Sep-11	6.22%	2,000,000	5.00%	
NAB	A1+	AA	09-Feb-11	09-Feb-12	6.27%	1,000,000	2.50%	
Newcastle Permanent	A-2	BBB+	15-Jun-10	15-Jun-11	6.10%	1,000,000	2.50%	
Rural Bank	A-2	BBB	16-Jun-10	15-Jun-11	6.40%	1,000,000	2.50%	
Suncorp	A-1	A	15-Jun-10	15-Jun-11	6.50%	1,000,000	2.50%	
Westpac	A1+	AA	20-Jan-11	19-Oct-11	6.20%	1,000,000	2.50%	36,200,000
TOTAL INVESTMENT AS AT 30 APRIL 2011								40,010,000

Bench Marking

Bench Mark	Bench Mark %	Actual %
UBS 90 Day Bank Bill Rate	4.92%	6.33%
Reserve Bank Cash Reference Rate	4.75%	5.25%

Performance by Type

Category	Balance \$	Average Interest	Difference to Benchmark
Cash at Call	3,810,000	5.25%	0.50%
Term Deposit	36,200,000	6.33%	1.41%
Total	40,010,000	6.23%	1.31%

ORDINARY MEETING

Meeting Date: 31 May 2011

Restricted Funds

Restriction Type	Amount \$
External Restrictions -S94	6,688,855
External Restrictions - Other	13,153,252
Internal Restrictions	15,079,885
Unrestricted	5,088,008
Total	40,010,000

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

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

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

Investment Commentary

The investment portfolio decreased by \$3.84 million for the month of April, 2011. During April, various income was received totalling \$2.60 million, including rate payments amounting to \$1.0 million, while payments to suppliers and staff costs amounted to \$6.49 million.

Interest earnings for the 2010/2011 financial year, as at the end of April 2011, amount to \$2.28 million.

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

As at 30 April 2011, Council has invested \$10.5 million with 2nd tier financial institutions, with the remaining funds being invested with 1st tier institutions. The investment of up to \$1 million with 2nd tier Authorised Deposit Taking Institutions (ADIs) is entirely covered by the free Government Guarantee Scheme, and is in accordance with Council's Investment Policy. Also, Council's adopted Investment Policy allows Council to invest above \$1 million with 2nd tier Authorised Deposit Taking Institutions that are wholly owned subsidiaries of major Australian trading banks.

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

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

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

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

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Investment Certification

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

Conformance to Community Strategic Plan

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

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

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

- Maintain and review a sustainable long term financial framework.

Financial Implications

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

RECOMMENDATION:

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

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 31 May 2011

Item: 115 **SS - March 2011 Quarterly Review - 2010/2011 Management Plan - (95496, 96332)**

Previous Item: 126, Extraordinary (22 June 2010)

REPORT:

Executive Summary

Within two months of the end of each quarter, Council is required to review its progress in achieving the objectives set out in its Management Plan. This report and the relevant attachment, provide information on Council's financial performance and financial position for the third quarter of the 2010/2011 financial year, and the resulting financial position including the Budget variations proposed.

The March Quarterly Budget Review resulted in a surplus of \$150K after allowing for a number of recommended variations. This Review recommends that this surplus be transferred to the Workers Compensation Reserve.

The report and attachment provide details on the major Budget variations proposed in this Quarterly Budget Review, and provide an itemised list of all variations requested. The attachment to this report also includes the Quarterly Operational Plan Review, providing an update on the achievement of Council's adopted targets for the 2010/2011 financial year.

Consultation

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

Background

Council adopted its Management Plan for 2010/2011 on 22 June 2010.

Clause 203, of the Local Government (General) Regulation 2005, stipulates that the Responsible Accounting Officer of a council must prepare, and submit to the council, a Budget Review Statement within 2 months after the end of each quarter (except the June quarter).

The March 2011 Quarterly Review has been prepared and is attached for Council's information.

Financial Position

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

The March 2011 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 March 2011 Review include:

- **Interest Income – Net Favourable Variance \$142K**
(Adopted Management Plan –Part 2 – SS Pg 39)

The Full Year Budget for interest income for 2010/2011 is \$1.95M. As at the end of March 2011, Council's earnings were \$2.06M. Budget variations in relation to interest income, including restriction of funds in line with legislative requirements, result in a net favourable variance of \$142K.

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- **Rates Income – Net Favourable Variance \$106K**

(Adopted Management Plan –Part 2 – SS Pg 36)

A favourable variance has been included to reflect a net overall surplus in the Rates Revenue, incorporating Abandonments and Pensioner Rebates, of \$118.5K. The variance is mainly a result of a variation in the number of rateable properties occurring in the period between when the budget is prepared, and when the levy is actually raised. An unfavourable adjustment for \$12.5K has also been included in relation to income generated from Section 603 Certificates.

- **Public Works & Leaseback Sales – Net Favourable Variance \$245K**

(Adopted Management Plan –Part 2 – IS Pg 12, Pg 13, Pg 40, Pg 62, Pg 63; SS Pg 46)

A net favourable adjustment of \$245K in relation to the sale and purchase of public works and leaseback vehicles is included in this Review. This variance has resulted from unbudgeted sales, better than expected resale values, and savings made when purchasing vehicles.

- **Town Planning Income – Net Unfavourable Variance \$45K**

(Adopted Management Plan –Part 2 – CP, Pg 33)

Unfavourable adjustments relating to income generated through Town Planning programs are incorporated within the Review and include \$8K for Construction Certificates, \$30K for Development Application Income, and \$13.5K for Section 149 Certificates. These adjustments were offset by a favourable variance for Subdivision Fees of \$7K. The unfavourable variance is mainly attributed to lower than anticipated levels of development across the LGA.

- **Risk Management – Unfavourable Variance \$52K**

(Adopted Management Plan –Part 2 – GM Pg 3)

As detailed in the business paper of the Extra Ordinary Meeting held on the 19 April 2011, the 2011/2012 Draft Budget includes an amount of \$52K being utilised from the Risk Management Reserve to fund the increase in insurance premiums advised late in the budget process. This adjustment in the 2010/2011 March Quarterly Review is aimed at maintaining the Reserve at the current balance after the transfer in 2011/2012 has occurred.

- **Asset Data Collection – Unfavourable Variance \$61K**

(Adopted Management Plan – IS Pg 3)

A valuation of parks, open spaces and other structures is currently being undertaken in line with the requirements of the Local Government Accounting Code relating to Fair Valuation of Assets. A survey of parks is also required to collect sufficient data to be used in the Asset Management System to be implemented over the next few months. After obtaining several quotes, it was determined that an additional \$61K is required in this Review to supplement the amount of \$35K already available in the 2010/2011 Budget.

- **Provision for Doubtful Debts - Unfavourable Variance \$30K**

(Adopted Management Plan – SS Pg 33)

An unfavourable adjustment of \$30K is included in this Review in relation to the Provision for Bad Debts. The balance of this Provision is \$94K and it is budgeted to reduce by \$40K as at 30 June 2011. Following a review of the amounts over 90 days, and accounts forwarded to the Debt Recovery Agent, it is estimated that the Provision will need to be maintained at \$84K. In order to maintain this level, the budgeted downward movement needs to be reduced by \$30K.

- **Plant Income & Running Costs – Net Unfavourable Variance \$68K**

(Adopted Management Plan –Part 2 – IS Pg 12, Pg 39, Pg 64)

An unfavourable variance of \$43K is included in this Review in relation to Plant Running Costs. This expenditure item is trending to exceed the Full Year Budget. A further unfavourable adjustment of \$25K is also included in relation to Plant Hire Income in line with trend.

ORDINARY MEETING

Meeting Date: 31 May 2011

- **Utilities – Net Unfavourable Variance \$17K**

(Adopted Management Plan –Part 2 – SS Pg 8, Pg 19, Pg 28; IS Pg 3, Pg 51, Pg 58, Pg 64)

A net unfavourable adjustment has been included in this Review with respect to utilities, predominantly as a result of higher than expected costs in electricity. These costs will need to be closely monitored to capture any unfavourable trends that may follow on to the 2011/2012 financial year. A net unfavourable variance of \$17K in relation to utilities is included in this Review.

- **Workers Compensation – Variance \$150K**

(Adopted Management Plan –Part 2 – GM Pg 5)

Council maintains a Workers Compensation Reserve aimed at providing a funding source should a Workers Compensation payout be required of Council. A recent Workers Compensation claim against Council has resulted in a significant amount being payable by Council. This matter was reported to Council as a Confidential Item at the Council Meeting of 10 May 2011.

This payment will be funded from the Workers Compensation Reserve. In order to ensure that this Reserve is maintained at an adequate level, it is recommended that the surplus of \$150K, resulting from this Review, is transferred to the Workers Compensation Reserve. It is anticipated that further transfers may be required in future to reinstate the amount being funded from this Reserve.

- **Reserve Funded Adjustments**

The following adjustments are within internally or externally restricted funds, and consequently have no net impact on Council's overall position.

- **S64 Contributions** – An unfavourable adjustment of \$230K is included in this Review for S64 Contributions. As at the end of March 2011, only \$55K had been received as opposed to the Full Year Budget of \$301K. This variation has resulted from lower than anticipated levels of development across the LGA.
- **S94A Contributions** – An unfavourable adjustment of \$180K is included in this Review in respect of the S94A contributions received in the current financial year. As at the end of the third quarter, \$227K had been received against a Budget of \$455K. This shortfall in income can be attributed to lower than anticipated levels of development across the LGA.

The Review includes a number of minor adjustments and reallocation of funds that have not been detailed above. Further details can be found in the attachment to this report.

Conformance to Community Strategic Plan

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

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

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

- Maintain and review sustainable long term financial framework.

Financial Implications

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

ORDINARY MEETING

Meeting Date: 31 May 2011

RECOMMENDATION:

That:

1. The information contained in the report on the 2010/2011 Management Plan – March 2011 Quarter Review, be received.
2. The Quarterly Review of the 2010/2011 Management Plan, for the period ending 31 March 2011, be adopted.

ATTACHMENTS:

AT - 1 2010/2011 Management Plan Review – March 2011 Quarter - *(Distributed under separate cover)*

oooO END OF REPORT Oooo

ORDINARY MEETING**Meeting Date:** 31 May 2011**Item: 116****SS - 2011/2012 Remuneration for Councillors and Mayor - (95496, 96332)****REPORT:****Executive Summary**

The Local Government Act 1993 (the Act) makes provision for the payment of fees to the Mayor and other Councillors. Payment is to be made in accordance with determinations made by the Local Government Remuneration Tribunal (the Tribunal) under Section 241 of the Act. The Tribunal reviews and sets the minimum and maximum amount of fees to be paid to mayors and councillors of councils. The Tribunal has recently handed down its determination for 2011/2012. This report recommends that Council set the maximum amount under the Tribunal's determination applicable to this Council.

Consultation

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

Background

The Local Government Remuneration Tribunal, pursuant to Section 239 of the Act, is required to determine the categories of councils and mayoral offices at least once every three years. The Tribunal undertook its last review of the categories of councils in 2009 with Hawkesbury City Council being categorised as 'Regional Rural'. The next review of categories is scheduled to take place in 2012.

In respect of fees payable, the Tribunal has recently determined the minimum and maximum fees for mayors and councillors, as well as chairpersons and members of county councils pursuant to Section 241 of the Act for the period from 1 July 2011 to 30 June 2012. The Tribunal's recent review has determined to increase the annual fees payable by 4.2%.

Accordingly, the annual fees to be paid to mayors and councillors for the period of 1 July 2011 to 30 June 2012 for a Regional Rural Council (which includes Hawkesbury City Council), are as follows:

	Councillor Annual Fee		Mayor Additional Fee	
	<i>Minimum</i>	<i>Maximum</i>	<i>Minimum</i>	<i>Maximum</i>
Regional Rural	\$7,550.00	\$16,640.00	\$16,080.00	\$36,320.00

In the past it has been the practice for Council to pay the maximum fee, and the following table depicts the annual and monthly payments that will be paid to Councillors, the Mayor and the Deputy Mayor, should this practice continue. The Deputy Mayor's fee has been maintained at 15% of the Mayoral fee, which is deducted from the Mayor's annual fee.

	Councillors Fees		Mayor / Deputy Mayor *		Maximum Total	
	Maximum - Annual	Maximum - Monthly	Maximum - Annual	Maximum - Monthly	Annual	Monthly
Councillors	\$16,640.00	\$1,386.67			\$16,640.00	\$1,386.67
Mayor	\$16,640.00	\$1,386.67	\$36,320.00 Less \$5,448.00 (=\$30,872.00)	\$2,572.67	\$47,512.00	\$3,959.33
Deputy Mayor	\$16,640.00	\$1,386.67	\$5,448.00	\$454.00	\$22,088.00	\$1,840.67

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Note: * It should be noted that pursuant to Section 249 of the Act, the fee paid to the Mayor and Deputy Mayor, is paid in addition to the fee paid to the Mayor and Deputy Mayor as a Councillor.

The current fees for Councillors and the Mayor are \$15,970.00 and \$34,860.00 respectively, with an additional fee of \$5,229.00 being paid to the Deputy Mayor (deducted from the Mayor's fees).

Conformance to Community Strategic Plan

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

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

Financial Implications

Councillor and Mayoral fees have been provided for in Component 69 - Elected Members of the 2011/2012 Draft Budget. If Council adopts the recommendation contained in this report, a minor adjustment will be required.

RECOMMENDATION:

That:

1. The annual fee for Councillors for 2011/2012 be set at \$16,640.00.
2. The additional annual fee for the Mayor be set at \$36,320.00, and the Deputy Mayor's additional annual fee be set at \$5,448.00, to be deducted from the Mayor's annual fee.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 31 May 2011

Item: 117 **SS - Banking Services - (96332, 95496)**

Previous Item: 50, Ordinary (13 March 2007)
 95, Ordinary (11 May 2010)

REPORT:

Executive Summary

In December 2006, tenders were invited for the provision of banking services to Council for a period of three years with the option of two by one year extensions. Tenders closed on 16 January 2007.

Subsequently, Council accepted the tender submitted by the Commonwealth Bank of Australia (CBA).

The initial three year term of the Contract expired on 30 June 2010. Council, at its meeting held on 11 May 2010, considered a report recommending that the option of a further one year extension is taken up by Council. Council adopted the recommendation to extend the Contract Agreement for one year commencing from 1 July 2010. Under the Contract Agreement, Council has the discretion to extend the agreement for a further one year term, being the period commencing 1 July 2011 and expiring on 30 June 2012.

This report recommends that Council takes up the option to extend the Contract Agreement for a further year, commencing 1 July 2011 and expiring on 30 June 2012.

Prior to the expiry of the term of the Contract Agreement, including extensions taken up and recommended, the appropriate procurement action to source banking services will be undertaken.

Consultation

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

Background

Council, at its meeting held on 13 March 2007, adopted the Tender for the Provision of Banking Services from the CBA. The Contract Agreement between Council and the CBA is for an initial term of three years, commencing on 1 July 2007 and concluding on 30 June 2010, with an option to extend the Contract Agreement term for a further two periods of one year, at the discretion of Council.

The initial three year term of the Contract expired on 30 June 2010. Council, at its meeting held on 11 May 2010, considered a report recommending that the option of a further one year extension is taken up by Council. Council adopted the recommendation to extend the Contract Agreement for one year commencing from 1 July 2010. Under the Contract Agreement, Council has the discretion to extend the agreement for a further one year term, being the period commencing 1 July 2011 and expiring on 30 June 2012.

Under the Contract Agreement, the CBA are required to provide the following banking services:

- Bank account facilities
- Electronic funds transfer
- Purchase card facilities
- Bank guarantees facility
- Provision of loan facility
- Investment facility

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- Other electronic facilities
- Access to new banking technology
- Collection and receipting services

The annual costs of the CBA providing banking services to Council is based on the original tendered schedule of prices, and is estimated to be approximately \$85,000 for 2010/2011. In May 2011, the CBA have advised that should Council wish to extend the current Contract for a further year, the pricing will remain unchanged to the pricing charged under the current Contract.

The CBA has provided a more than satisfactory level of banking services to Council over the last four years, and accordingly, it is recommended that Council take up the option for a further term of one year with the CBA for the provision of banking services.

Conformance to Community Strategic Plan

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

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

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

- Maintain and review a sustainable long term financial framework.

Financial Implications

Funding for banking services has been provided for in the 2010/2011 Adopted Budget and the 2011/2012 Draft Budget.

RECOMMENDATION:

That:

1. Council agree to take up the option for a further term of one year with the Commonwealth Bank of Australia, commencing from 1 July 2011, for the provision of banking services to Council.
2. Authority be given for any documentation in this matter to be executed under the Seal of Council, if necessary.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 118 SS - Complaint Under Council's Code of Conduct against Councillor J Reardon - (111628, 95496)

REPORT:**Disclosure of Interest**

The General Manager, who would normally manage the processing of complaints involving councillors under Council's Code of Conduct (the Code) has disclosed a non-pecuniary, less than significant conflict of interest in this matter under the Code.

The basis of this conflict is that the meeting which was referred to in the complaint and the subject of the community meeting and discussion at a subsequent Council Meeting related to a development application before Council which will, ultimately, be referred to the Joint Regional Planning Panel for determination.

As the General Manager is one of Council's representatives on this Panel other than initially referring the matter to an independent Conduct Reviewer under the Code, he has not been involved in the matter and any dealings with the Conduct Reviewer have been undertaken by the Director Support Services.

As the report of the Conduct Reviewer deals with the complaint and does not relate to the development application concerned, the General Manager considers that apart from declaring a non-pecuniary, less than significant conflict of interest in the matter no further action is required.

Executive Summary

Council on 20 March 2011 received a complaint under the Code of Conduct against Councillor J Reardon. The matter was referred to an Independent Conduct Reviewer, Mr Kevin Gibbons. Mr Gibbons has subsequently submitted his "Review Report" and an "Addendum". The report recommends that the decision contained in the "Review Report" be adopted by Council.

Background

On 20 March 2011, a complaint was received under the Code against Councillor J Reardon in respect of inconsistency between alleged commitments made by Councillor Reardon at a community meeting on 24 February 2011 and subsequent actions in relation to the same issue at the Council Meeting held on 8 March 2011.

In accordance with Clause 12.9(d) of the Code, the General Manager decided to refer the matter to an independent Conduct Reviewer and subsequently appointed a member of Council's panel of independent reviewers, Mr Kevin Gibbons, for this purpose, with the matter being referred to Mr Gibbons on 22 March 2011.

Mr Gibbons has now submitted his "Review Report" and a subsequent "Addendum" as a result of an exchange of emails between the complainant and himself. A copy of "Review Report" and subsequent "Addendum" are included as Attachment 1 to this report. This report is now submitted to Council for its consideration in accordance with Clause 14.9 of the Code.

In respect of reports from conduct review committees/sole conduct reviewers, the guidelines issued by the Department of Local Government (now Division of Local Government) provide "advice" on a number of aspects of a reports submission to Council, and some of these issues, together with comments, are as follows:

- *"The conduct review committee/sole conduct reviewer should be mindful that there may be a need to protect the identity of the person making the complaint when preparing the report to Council".*

ORDINARY MEETING

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The Conduct Reviewer's report does not reveal the complainant's identity except in one location which has been removed from the Attachment to this report.

- *"The report will generally be dealt with in open session of Council. Council can only close a meeting to the public if the matter is one that meets the requirements of Section 10A (2) of the Act. In most cases, a report from the conduct review committee/sole conduct reviewer will not meet those requirements".*

It is not considered that this particular matter meets any of the requirements of Section 10A (2) of the Act.

- *"The Primary role of the conduct review committee/reviewer is to establish the facts of the allegation. The conduct review committee/reviewer will make findings of fact and may make recommendations that Council takes action.*

The Council is the appropriate body to determine whether or not a breach of the Code has occurred and has the discretion as to whether or not a sanction is applied. Councillors need to ensure that there is no re-hearing of the evidence when debating the report from the conduct review committee/reviewer. The debate should focus on the outcome of the reviewer's enquiries and the appropriateness of any sanctions to be applied where there is a finding or a breach of the code of conduct".

The issues and facts surrounding the allegation have been addressed in the "Review Report" and Mr Gibbons has made a decision (section 3), effectively indicating that the Code of Conduct had not been breached.

As previously requested by Council, it is advised that the Conduct Reviewer's account in respect of conducting this review was \$11,650.00, excluding GST.

Accordingly, the following recommendation is submitted for Council's consideration in connection with this matter.

RECOMMENDATION:

That the "Review Report" by the Conduct Reviewer, Mr K Gibbons, in respect of a complaint under the Council's Code of Conduct in respect of inconsistency between alleged commitments made by Councillor J Reardon at a community meeting on 24 February 2011 and subsequent actions in relation to the same issue at the Council Meeting held on 8 March 2011 be received and the decision contained therein be adopted by Council.

ATTACHMENTS:

AT - 1 "Review Report" and "Addendum" by Conduct Reviewer Mr K Gibbons.

ORDINARY MEETING

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AT - 1 "Review Report" and "Addendum" by Conduct Reviewer Mr K Gibbons.

[Refer to Attachment Agenda](#)

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oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 31 May 2011

CONFIDENTIAL REPORTS

Item: 119 **SS - Property Matter - Lease of Shops 7 and 8 Glossodia Shopping Centre - (112106, 95496, 102477, 109695, 33836, 118210)**

Previous Item: 70, Ordinary (30 March 2010)

Reason for Confidentiality

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

Specifically, the matter is to be dealt with pursuant to Section 10A(2)(c) of the Act as it relates to details concerning 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

section 5

reports
of committees

ORDINARY MEETING
Reports of Committees

ORDINARY MEETING
Reports of Committees

SECTION 5 - Reports of Committees

ROC - Local Traffic Committee - 18 May 2010 - (80245)

Minutes of the Meeting of the Local Traffic Committee held in the Large Committee Room, Windsor, on Wednesday, 18 May 2011, commencing at 3:00pm.

ATTENDANCE

Present:	Councillor B Bassett (Chairman) Mr R Williams, MP (Hawkesbury) Mr K Connolly, MP (Riverstone) Snr Constable B Phillips, NSW Police Service Mr J Suprain, Roads and Traffic Authority Ms J Edmunds, Westbus
Apologies:	Mr P Ramshaw, NSW Taxi Council
In Attendance:	Mr C Amit, Manager, Design & Mapping Services Ms D Oakes, Community Safety Co-ordinator Ms B James, Administrative Officer, Infrastructure Services

SECTION 1 - Minutes

Item 1.1 Confirmation of Minutes

The Committee RESOLVED on the motion of Mr K Connolly, MP, seconded by Councillor B Bassett, that the minutes of the meeting held 20 April 2011 be confirmed.

Item 1.2 Business Arising

There was no business arising from the previous meeting.

SECTION 2 - Reports for Determination

Item 2.1 LTC - 18 May 2011 - Item 2.1 - The Windsor Spectacular 2011 - Upper Hawkesbury Power Boat Club - (Hawkesbury, Londonderry & Riverstone) - (80245, 73829)

REPORT:

Introduction

An application has been received from the Upper Hawkesbury Power Boat Club (UHPBC) seeking approval (in traffic management terms) to conduct the Windsor Spectacular 2011 on Saturday, 17 and Sunday, 18 September 2011.

The event organiser has advised the following:

- The event is a circuit boat race (oval shape) on the Hawkesbury River, adjacent to Governor Phillip Reserve with various categories of boats.
- The circuit is generally along the straight section of the River between the Windsor Bridge and South Creek.
- The number of competitors expected is approximately 120 for the event.
- There will be 6 boats per group competing, per race, in various categories, with up to 20 groups competing.
- Start and Finish Times for the Event are 9.00 am - 5:00pm each day.
- Set Up and Pack Down Times for the event are 7.00 am - 6:00pm each day.
- Expecting approximately 4000 spectators for the event
- Parking will be at Governor Phillip Reserve with additional parking available off street utilising vacant land adjacent to Governor Phillip Reserve. Parking is available for approximately 4000 vehicles
- The effect on traffic is not expected to be significant
- Affected Streets are
 - George Street, Windsor: between Bridge Street and Palmer Street
 - Arndell Street, Windsor: the full length
 - Palmer Street, Windsor: the full length
 - North Street/Court Street, Windsor: the full length
- It is expected that the event will impact only marginally on traffic using Windsor Road, Bridge Street, Macquarie Street and Wilberforce Road compared to the normal traffic during weekends.
- As no road closures will be in place, there will be little effect on traditional afternoon peak hour southeast bound traffic on Windsor Road.

Discussion

Even though the event will be held along the Hawkesbury River and within the Governor Phillip Reserve, the event and the spectators travelling to the event may impact heavily on the state road network on Windsor Road, Macquarie Street, Wilberforce Road and Bridge Street and in particular the local roads such as George Street and Court Street. It would be appropriate to classify the event as a **“Class 1”** special event under the “Traffic and Transport Management for Special Events” guidelines issued by the Roads & Traffic Authority (RTA) given that perceived impact.

The event organiser has submitted the following items in relation to the event: Attachment 1 (Dataworks Document No: 3707843):

1. Special Event – Traffic – Initial Approval Application Form - HCC; Details of the Special Event – Traffic,
2. Special Event Transport Management Plan Template – RTA,
3. Event Course Map/Plan,
4. Copy of the application to the NSW Police Service
5. Copies of correspondence forwarded to the NSW Police Service, NSW Ambulance Service, Windsor and Richmond Fire Brigade (Fire and Rescue NSW).

ORDINARY MEETING
Reports of Committees

The event organiser has made application under separate cover to Councils' Parks and Recreation section for exclusive use of Governor Philip Reserve.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Snr Constable B Phillips seconded by Mr K Connolly, MP.

That:

1. The Windsor Spectacular 2011 – Upper Hawkesbury Power Boat Club - event planned for Saturday, 17 and Sunday, 18 September 2011, be classified as a "**Class 1**" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by the RTA.
2. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
3. It is strongly recommended that the event organiser becomes familiar with the contents of the RTA publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package that explains the responsibilities of the event organiser in detail.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is to obtain approval to conduct the event, from the NSW Police Service; **a copy of the Police Service approval to be submitted to Council;**
- 4b. the event organiser is to obtain approval from the RTA as this is a "**Class 1**" event; **a copy of the RTA approval to be submitted to Council;**
- 4c. the event organiser **is to submit a Transport Management Plan (TMP) for the entire route/event incorporating a Traffic Control Plan (TCP) to Council and the RTA** for acknowledgement. The TCP should be prepared by a person holding appropriate certification as required by the RTA to satisfy the requirements of the relevant Work Cover legislation;
- 4d. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than \$10,000,000 **noting Council and the Roads and Traffic Authority as interested parties on the Policy** and that Policy is to cover **both on-road and off-road activities;**
- 4e. the event organiser is to obtain the relevant approval to conduct the event from NSW Maritime; **a copy of this approval to be submitted to Council;**
- 4f. the event organiser is to advertise the event in the local press stating the entire route/extent of the event and the traffic impact/delays expected due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);
- 4g. the event organiser is to notify the details of the event to the NSW Rural Fire Service at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
- 4h. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event for at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**

ORDINARY MEETING
Reports of Committees

- 4i. the event organiser is to directly notify all the residences and businesses which may be affected by the event for at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council;**
- 4j. written approval is required from Councils' Parks and Recreation section for the use of Governor Philip Reserve;
- 4k. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; **a copy of this approval to be submitted to Council;**
- 4l. the event organiser is to assess the risk and address the suitability of the entire route as part of the risk assessment considering the possible risks for all participants; This assessment should be carried out by visual inspection of the route / site by the event organiser prior to preparing the TMP and prior to the event;
- 4m. the event organiser is to carry out an overall risk assessment for the whole event to identify and assess the potential risks to spectators, participants and road users during the event and design and implement a risk elimination or reduction plan in accordance with the Occupational Health and Safety Act 2000; (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>);
- 4n. the event organiser is to submit the completed "Special Event - Traffic - Final Approval Application Form" to Council;

During the event:

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

APPENDICES:

AT - 1 Special Event Application - (Dataworks Document No. 3707843) - *see attached*

Item 2.2 LTC - 18 May 2011 - Item 2.2 - Bridge to Bridge Water Ski Classic, November 2011 - (Hawkesbury, Londonderry & Riverstone) - (80245, 74204)

REPORT:

Introduction

An application has been received from the NSW Water Ski Federation Ltd, seeking approval (in traffic management terms) to conduct the Bridge to Bridge Water Ski Classic on Saturday, 12 and Sunday, 13 November 2011.

The event organiser has advised the following;

- The Bridge to Bridge Water Ski Classic is an annual water ski time trial event along the Hawkesbury River extending from Dangar Island, Brooklyn to Governor Phillip Reserve, Windsor.
- Event Schedule:
 - Saturday, 12 November 2011: 7.00am – 5.00pm.
 - Starting at Sackville Ski Gardens and finishing at Governor Phillip Reserve, Windsor.
 - Sunday, 13 November 2011: 6.00am - 8.00pm.
 - Starting at Danger Island Brooklyn and finishing at Governor Phillip Reserve, Windsor.
- Suspension of ferry services required on Sunday 13 November 2011:
 - Wisemans Ferry (RTA): 11.45am – 12.15pm
 - Webbs Creek Ferry (RTA): 11.45am – 12.15pm
 - Lower Portland Ferry (HCC): 8.30am – 1.30pm
 - Sackville Ferry (RTA): 8.30am – 1.30pm
- This annual event has been held for over forty years and is a regular feature of the local community calendar in the hawkesbury area.
- The number of participants expected is approximately 800 for the event.
- Expecting approximately 2000 spectators for the event at the finish venue in Windsor.
- Parking will be at Governor Phillip Reserve with additional parking available off street utilising vacant land adjacent to Governor Phillip Reserve. Parking is available for approximately 4000 vehicles
- The effect on traffic is not expected to be significant.
- Emergency vehicles will be allowed access at all times.
- Affected Streets are;
 - George Street, Windsor: between Bridge Street and Palmer Street
 - Arndell Street, Windsor: the full length
 - Palmer Street, Windsor: the full length
 - North Street/Court Street, Windsor: the full length
- It is expected that the event will impact only marginally on traffic using Windsor Road, Bridge Street, Macquarie Street and Wilberforce Road compared to the normal traffic during weekends.

ORDINARY MEETING

Reports of Committees

- As no road closures will be in place, there will be little effect on traditional afternoon peak hour southeast bound traffic on Windsor Road.

Discussion

The event organiser is seeking Council and Roads and Traffic Authority (RTA) approval for the suspension of the following Ferry Services on Sunday, 13 November 2011:

- | | |
|------------------------------|-------------------|
| - Wisemans Ferry (RTA) | 11.45am – 12.15pm |
| - Webbs Creek Ferry (RTA) | 11.45am – 12.15pm |
| - Lower Portland Ferry (HCC) | 8.30am – 1.30pm |
| - Sackville Ferry (RTA) | 8.30am – 1.30pm |

Suspension of Wisemans Ferry and Webbs Creek Ferry is required only for the Super Class Series competitors. Reduced Operation of these two ferries will apply at all other times, whereby a full load of vehicles are to be aboard prior to the ferry undertaking a crossing. The suspension and reduced operation of these two ferries is required to cater for the respective type of competitors and will enable free flow of competitors across the ferry crossings.

Total suspension of Lower Portland Ferry and Sackville Ferry is required due to poor sight distance leading to these two ferries and the bends in the river. The total suspension of these two ferries will enable a free flow of competitors across the ferry crossings.

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

The Lower Portland Ferry Service is under the care and control of Hawkesbury City Council. The Wisemans Ferry, Webbs Creek Ferry and Sackville Ferry Services are under the care and control of the RTA and hence, RTA approval is to be sought directly by the event organiser for the suspension of ferry services maintained by them.

Ferry operations are not affected on Saturday, 12 November 2011, as Wiseman Ferry, Webbs Creek Ferry, Sackville Ferry and Lower Portland Ferry are all located downstream of the Sackville Ski Gardens.

Even though the event will be held along the Hawkesbury River and within the Governor Phillip Reserve, the event and the spectators travelling to the event may impact heavily on the state road network on Windsor Road, Macquarie Street, Wilberforce Road and Bridge Street and in particular the local roads such as George Street and Court Street as well as the Ferry services. It would be appropriate to classify the event as a “**Class 1**” special event under the “Traffic and Transport Management for Special Events” guidelines issued by the Roads & Traffic Authority given that perceived impact.

The event organiser has submitted the following items in relation to the event: Attachment 1 (Dataworks Document No: 3710461):

1. Special Event – Traffic – Initial Approval Application Form - HCC; Details of the Special Event – Traffic,
2. Special Event Transport Management Plan Template – RTA,
3. Transport Management Plan (TMP) and Traffic Control Plans (TCP) which has expired,
4. Copy of the Advertisement for the Event, however the ferry operating times need to be amended.

The event organiser has made application under separate cover to Councils' Parks and Recreation section for exclusive use of Governor Philip Reserve.

COMMITTEE RECOMMENDATION:

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

That:

1. The Bridge to Bridge Water Ski Classic 2011 event planned for Saturday 12 and Sunday 13 November 2011, be classified as a "**Class 1**" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by the RTA.
2. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
3. It is strongly recommended that the event organiser becomes familiar with the contents of the RTA publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package that explains the responsibilities of the event organiser in detail.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is to obtain approval to conduct the event, from the NSW Police Service; **a copy of the Police Service approval to be submitted to Council;**
- 4b. the event organiser is to obtain approval from the RTA as this is a "**Class 1**" event; **a copy of the RTA approval to be submitted to Council;**
- 4c. the event organiser **is to submit a Traffic Control Plan (TCP) to Council and the RTA** for acknowledgement. The TCP should be prepared by a person holding appropriate certification as required by the RTA to satisfy the requirements of the relevant Work Cover legislation;
- 4d. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than \$20,000,000 **noting Council and the Roads and Traffic Authority as interested parties on the Policy** and that Policy is to cover **both on-road and off-road activities;**
- 4e. the event organiser is to obtain the relevant approval to conduct the event from NSW Maritime; **a copy of this approval to be submitted to Council;**
- 4f. the event organiser is to advertise the event in the local press stating the entire route/extent of the event - including the proposed road/ferry closures - and the traffic impact/delays expected due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);
- 4g. the event organiser is to notify the details of the event to the NSW Ambulance Service, Fire and Rescue NSW, NSW Rural Fire Service and SES at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council;**
- 4h. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event - including the proposed road/ferry closures - for at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council**
- 4i. the event organiser is to directly notify all the residences and businesses which may be affected by the event - including the proposed road/ferry closures - for at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and

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businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council;**

- 4j. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; **a copy of this approval to be submitted to Council;**
- 4k. the event organiser is to advise all adjoining Councils such as Gosford, The Hills and Hornsby of the event and in particular the suspension/reduced operation of the ferries and obtain any necessary approvals from these Councils; **a copy of this approval to be submitted to Council;**
- 4l. the event organiser is to assess the risk and address the suitability of the entire route as part of the risk assessment considering the possible risks for all participants; This assessment should be carried out by visual inspection of the route / site by the event organiser prior to the event;
- 4m. the event organiser is to submit the completed "Special Event - Traffic - Final Approval Application Form" to Council;

During the event:

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

Ferry Services

- 5. The applicant is to seek RTA approval for the suspension/reduced operation of the Wisemans Ferry, Webbs Creek Ferry and Sackville Ferry Services. No objection is held to the suspension of the Lower Portland Ferry Service. Suspension/reduced operation of the ferry services on Sunday, 13 November 2011 as listed below:

- Wisemans Ferry (RTA): 11.45am – 12.15pm
- Webbs Creek Ferry (RTA): 11.45am – 12.15pm
- Lower Portland Ferry (HCC): 8.30am – 1.30pm
- Sackville Ferry (RTA): 8.30am – 1.30pm

is subject to the applicant complying with the following conditions, as well as any conditions imposed by the RTA:

- 5a) the applicant is to contact Hawkesbury City Council's Construction and Maintenance Section and the Ferry operator, three weeks prior to the event with regard to the suspension of the Lower Portland Ferry service maintained by Hawkesbury City Council;
- 5b) Advertising of the proposed event is to be undertaken at the expense of the event organiser in

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both Sydney and Local newspapers, two weeks prior to the event, in relation to :

- traffic impact and delays,
- exclusive use of Governor Phillip Reserve,
- timings of suspension/reduced operation of ferry services,

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

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

APPENDICES:

AT - 1 Special Event Application - (Dataworks Document No. 3710461 - *see attached*)

Item 2.3 **LTC - 18 May 2011 - Item 2.3 - Golden Valley Drive, Glossodia - Proposed No Parking Zone for the Street Posting Box adjacent to Glossodia Shopping Centre (Hawkesbury) - (80245, 81613, 100455)**

REPORT:

Representation has been received from Australia Post (*Dataworks Document No.3679101*), requesting the installation of a No Parking zone along the western side of Golden Valley Drive, adjacent to the existing Street Posting Box in front of the Glossodia Shopping Centre (162 Golden Valley Drive).

As a result of cars continually parking in front of the Street Posting Box (parents waiting to collect their children from School), Australia Post clearance staff are having difficulty trying to access the Street Posting Box. The clearance van is scheduled to collect mail (2.45pm to 4.15pm) from this Street Posting Box around the time that Glossodia Public School breaks up for the day. There have been numerous altercations with people after asking them to move on to enable the clearance van to park in front of the Street Posting Box. Parking directly in front of the Street Posting Box is required to satisfy OHS requirements.

Australia Post advise that they are obliged to provide the community with Street Posting Box's as part of the Commonwealth Government's commitment for Postal services as set out in their Community Service Obligations and Customer Service charter.

Discussion:

The existing Street Posting Box is situated on the western side of Golden Valley Drive adjacent to the frontage of Glossodia Shopping Centre located at No.162 Golden Valley Drive, Glossodia. There are no parking restriction signs along the kerb side frontage to the Shopping Centre.

In accordance with the Australian Road Rules, vehicles should not be parking in front of a Street Posting Box. Australian Road Rule 199 (ARR199) – “Stopping near a postbox” stipulates in part that a driver must not park on a road within 3 metres of a public postbox, unless the driver is dropping off, or picking up, passengers or mail.

In affect the ARR199 creates a de facto No Parking zone of 3.0 metres, either side of a Street Posting Box. The problem at this site is that the majority of infringing drivers either do not understand the rules in the vicinity of a Street Posting Box or care to ignore the Australian Road Rules.

In accordance with Australian Road Rule 168 (ARR168), the driver of a vehicle must not stop on a length of road or in an area to which a No Parking sign applies unless the driver is dropping off, or picking up passengers or goods, which must be completed within 2 minutes and does not leave the vehicle unattended (driver stays within 3 metres of the vehicle). In affect a No Parking zone is a drop off and pickup area.

To conform to the restriction of the No Parking sign and to ensure access to the site for Australia Post clearance staff, it is proposed that the No Parking signs be supplemented with the following wording of “Australia Post Vehicles Excepted”.

It is proposed to provide an 8.0 metre “No Parking Australia Post Vehicles Excepted” zone on the western side of Golden Valley Drive, Glossodia, adjacent to the Street Posting Box in the vicinity of No. 162 Golden Valley Drive (Glossodia Shopping Centre). The No Parking zone is to extend 4.0 metres either side of the Street Posting Box, which includes the Pram Ramp to the north of the Street Posting Box. Including the Pram Ramp will also provide a clearance for pedestrians to access the main entrance to the Shopping Centre unimpeded by parked vehicles.

The provision of the “No Parking Australia Post Vehicles Excepted” zone will not compromise the overall available parking along Golden Valley Drive as the No Parking zone will only reinforce the existing parking restriction at the Street Posting Box.

COMMITTEE RECOMMENDATION:

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

That an 8.0 metre “No Parking Australia Post Vehicles Excepted” zone be provided on the western side of Golden Valley Drive, Glossodia, adjacent to the Street Posting Box in the vicinity of No. 162 Golden Valley Drive (Glossodia Shopping Centre). The “No Parking Australia Post Vehicles Excepted” zone is to extend 4.0 metres either side of the Street Posting Box, which includes the Pram Ramp to the north of the Street Posting Box

APPENDICES:

There are no supporting documents for this report.

Item 2.4 LTC - 18 May 2011 - Item 2.4 - Church Street, South Windsor - Proposed No Parking Zone for Pump Station 'V' (Hawkesbury) - (80245, 95495)

REPORT:

The construction of a sewerage pump station, Pump Station 'V' has been undertaken in Church Street, South Windsor adjacent to the Church Street property boundary of 443 George Street (Lot 7016 DP 1029612). The Pump Station is located within the nature strip of the road reserve on the south eastern side of Church Street, between Bell Street and the Railway Line.

To facilitate and maintain the Pump Station, access is required for Council Staff to the site without vehicles being parked along the Church Street frontage to the Pump Station site. Access to the site will be required for both scheduled and emergency servicing.

The length of restriction required is approximately 25 metres from the kerb return at Bell Street to approximately 6 metres north east of the Pump Station site.

Discussion:

Adjoining property owners were consulted when the Pump Station was to be located at this site which included the proposed restriction to parking on the south eastern side of Church Street. There are 4 properties along the north western side of Church Street (between Bell Street and the Railway Line) with one property being a corner property with Church Street. There is parking available along the North Western side of Church Street for approximately 75 metres (including driveways) with the same length of parking on the South Eastern side. The provision of the 25 metre No parking zone will only remove a small proportion of the available parking in this vicinity and is not considered to have an adverse effect.

In accordance with Australian Road Rule 168 (ARR168), the driver of a vehicle must not stop on a length of road or in an area to which a No Parking sign applies unless the driver is dropping off, or picking up passengers or goods, which must be completed within 2 minutes and does not leave the vehicle unattended (driver stays within 3 metres of the vehicle). In affect a No Parking zone is a drop off and pickup area.

To conform to the restriction of the No Parking sign and to ensure access to the site for Council staff, it is proposed that the No Parking signs be supplemented with the following wording of "Council Vehicles Excepted".

It is proposed to provide a 25 metre "No Parking Council Vehicles Excepted" zone on the south eastern side of Church Street, South Windsor, adjacent to the Church Street boundary of 443 George Street (Lot 7016 DP 1029612). The "No Parking Council Vehicles Excepted" zone on the south eastern side of Church Street is to extend 25 metres from the kerb return at Bell Street in a north easterly direction to a point 6 metres north east of the Pump Station site.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr K Connolly, MP, seconded by Mr J Suprain.

That a 25 metre "No Parking Council Vehicles Excepted" zone be provided on the south eastern side of Church Street, South Windsor, adjacent to the Church Street boundary of 443 George Street (Lot 7016 DP 1029612). The "No Parking Council Vehicles Excepted" zone on the south eastern side of Church Street is to extend 25 metres from the kerb return at Bell Street in a north easterly direction, to a point 6 metres north east of the Pump Station site.

APPENDICES:

There are no supporting documents for this report.

SECTION 3 - Reports for Information

There were no reports for information

SECTION 4 - General Business

Item 4.1 LTC - 18 May 2011 - QWN 4.1 - Extension of 50km Speed Limit to be applied to St Albans Village

REPORT:

Mr Ray Williams advised that correspondence had been received from the Macdonald Valley Association requesting the speed limits within the St Albans township be reviewed as there is currently no speed limit signs within the township.

Mr Christopher Amit advised that the matter has been previously raised as a Question at the Council meeting of 10 May 2011, as well as a copy received from the Macdonald Valley Association.

The Committee was advised that as speed limits fall under their purview of the Roads and Traffic Authority, correspondence has been forwarded to the Authority to investigate the matter and respond directly to the Macdonald Valley Association.

COMMITTEE RECOMMENDATION:

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

That the information be received.

APPENDICES:

There are no supporting documents for this report.

Item 4.2 LTC - 18 May 2011 - QWN 4.2 - Update regarding provision of Bus Stop in the vicinity of No. 19/19A College Street, Richmond for Bus Route 675

Previous Item: Item 4.1, LTC 16 March 2011

REPORT:

Ms Jodie Edmunds advised the committee that consultation has been undertaken in relation to bus stops in College Street, by ComfortDelGro and correspondence has been received from three residents objecting to the proposed bus stop at 19/19A College Street, Richmond.

Mr Amit advised that a copy of the same correspondence was forwarded to Council.

Ms Edmunds advised that the survey audit of bus utilisation is currently progressing. Once the results are available from the audit, the information will be submitted to the committee for discussion in relation to the bus route remaining in College Street and the subsequent need for a bus stop in College Street.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor B Bassett, seconded by Mr K Connolly.

That the information be received.

APPENDICES:

There are no supporting documents for this report.

Item 4.3 LTC - 18 May 2011 - QWN 4.3 - No Parking Zone along the corner of Mileham Street and Kingsley Close, South Windsor

REPORT:

Mr Kevin Connolly raised the matter of vehicles parking at the intersection of Mileham Street and Kingsley Close, South Windsor during weekend sporting events affecting the sight distance for vehicles negotiating the intersection.

Mr Christopher Amit informed the committee that the matter is currently under investigation resulting from correspondence received on behalf of one of the residents in Kingsley Close. As part of the investigation process, 21 day community consultation is underway as it is proposed that No Stopping zones be provided along the South Eastern side of Mileham Street extending either side of Kingsley Close for a distance of 20.0 metres, as well as No Stopping zones extending 10.0 metres on both sides of Kingsley Close from Mileham Street.

The installation of the proposed No Stopping signs along Mileham Street will be at the property boundaries of No's 140A/142 and 144/146. The signs in Kingsley Close will be located 10.0 metres from the kerb line in Mileham Street.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr K Connolly, seconded by Mr R Williams

That the information be received.

APPENDICES:

There are no supporting documents for this report.

Item 4.4 LTC - 18 May 2011 - QWN 4.4 - Request for update from the RTA in relation to the Richmond to North Richmond Traffic Audit

Previous Item: Item 4.2, LTC (10 February 2010)
 Item 1.2.2. LTC (17 March 2010)
 Item 4.1, LTC (20 April 2011)

REPORT:

Mr Ray Williams requested an update from the RTA on the current status of the Traffic audit between Richmond and North Richmond and if any outcomes have been determined.

Mr James Suprain advised the committee that no further progress had been made since the last LTC meeting on 20 April 2011, in relation to the Richmond to North Richmond traffic audit.

Mr Williams requested that the RTA investigate the implementation of a timed No Stopping zone in Bells Line of Road between Pitt Lane and Grose Vale Road for the afternoon peak traffic travelling from North Richmond Bridge to Kurrajong.

The chair requested that the RTA arrange an urgent briefing between the Authority and the State Members for Londonderry and Hawkesbury in relation to the project status and provide options available for improving traffic movements between Richmond and North Richmond, with a view to implementing a staged program of improvements.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr R Williams, seconded by Councillor B Bassett.

1. The RTA investigate the provision of a timed No Stopping zone in Bells Line of Road between Pitt Lane and Grose Vale Road for the afternoon peak traffic travelling from the North Richmond Bridge to Kurrajong.
2. The RTA arrange an urgent briefing session for the Members of Hawkesbury and Londonderry to discuss the Richmond to North Richmond traffic audit with the view of implementing a staged program of improvements.

APPENDICES:

There are no supporting documents for this report.

SECTION 5 - Next Meeting

The next Local Traffic Committee meeting will be held on 15 June 2011 at 3.00pm in the Large Committee Rooms.

The meeting terminated at 3.55pm.

oooO END OF REPORT Oooo

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Questions for Next Meeting

QUESTIONS FOR NEXT MEETING

Councillor Questions From Previous Meetings and Responses - (105109)

REPORT:

Questions - 10 May 2011

#	Councillor	Question	Response
1	Paine	Referred to a letter received from the St Albans Group requesting changes be made to the speed limits at St Albans and advised that she will provide the request to staff to forward to the Local Traffic Committee.	Director Infrastructure Services advised that the matter has been referred to the RTA for investigation, and MacDonald Valley Association has been advised directly.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Questions for Next Meeting



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meeting

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