



Hawkesbury City Council

ordinary meeting business paper

date of meeting: 26 August 2014

location: council chambers

time: 6:30 p.m.



mission statement

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

How Council Operates

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

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

Ordinary Meetings of Council are generally held on the second Tuesday of each month (except January), and the last Tuesday of each month (except December), meeting dates are listed on Council's website. The meetings start at 6:30pm and are scheduled to conclude by 11pm. These meetings are open to the public.

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

Meeting Procedure

The Mayor is Chairperson of the meeting.

The business paper contains the agenda and information on the items to be dealt with at the meeting. Matters before the Council will be dealt with by an exception process. This involves Councillors advising the General Manager by 3pm on the day of the meeting, of those items they wish to discuss. A list of items for discussion will be displayed at the meeting for the public to view.

At the appropriate stage of the meeting, the Chairperson will move for all those items which have not been listed for discussion (or have registered speakers from the public) to be adopted on block. The meeting then will proceed to deal with each item listed for discussion and decision.

Public Participation

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

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

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

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

Voting

The motion for each item listed for discussion will be displayed for Councillors and public viewing, if it is different to the recommendation in the Business Paper. The Chair will then ask the Councillors to vote, generally by a show of hands or voices. Depending on the vote, a motion will be Carried (passed) or Lost.

Planning Decision

Under Section 375A of the Local Government Act 1993, voting for all Planning decisions must be recorded individually. Hence, the Chairperson will ask Councillors to vote with their electronic controls on planning items and the result will be displayed on a board located above the Minute Clerk. This will enable the names of those Councillors voting For or Against the motion to be recorded in the minutes of the meeting and subsequently included in the required register. This electronic voting system was an innovation in Australian Local Government pioneered by Hawkesbury City Council.

Business Papers

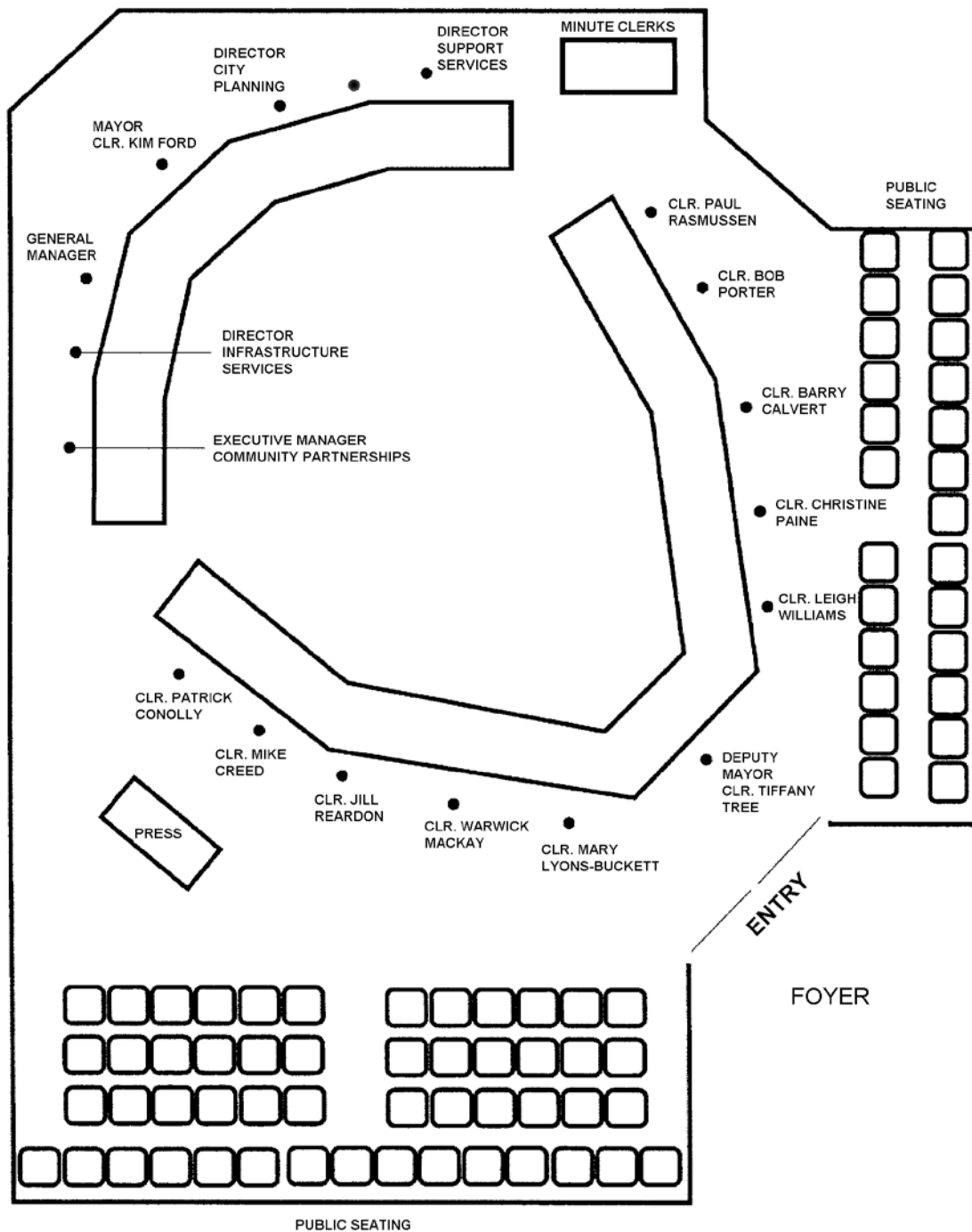
Business papers can be viewed online from noon on the Friday before the meeting on Council's website: <http://www.hawkesbury.nsw.gov.au>

Hard copies of the business paper can be viewed at Council's Administration Building and Libraries after 12 noon on the Friday before the meeting, and electronic copies are available on CD to the public after 12 noon from Council's Customer Service Unit. The business paper can also be viewed on the public computers in the foyer of Council's Administration Building.

Further Information

A guide to Council Meetings is available on the Council's website. If you require further information about meetings of Council, please contact the Manager, Corporate Services and Governance on, telephone (02) 4560 4444.

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- **ACKNOWLEDGEMENT OF OFFICIAL VISITORS TO THE COUNCIL**
- **SECTION 2 - Mayoral Minutes**
- **EXCEPTION REPORT - Adoption of Items Not Identified for Discussion and Decision**
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SECTION 3 - Reports for Determination

GENERAL MANAGER

Item: 148 **GM - Hawkesbury International Sand Sculpting Championships - Request for Council Sponsorship of 2014/2015 Event Season - (79351, 128023)**

REPORT:

Executive Summary

For the last three years the Hawkesbury International Sand Sculpting Championships (the Championships) have been conducted by Sandstorm Events Pty. Ltd. (SE) under the auspices and with the sponsorship of the Heart of Hawkesbury (HOH).

Council has supported the conduct of the Championships and has waived the park hire fees and charges that would normally have applied on each occasion.

Correspondence has now been received from SE in relation to the 2014/2015 event indicating that HOH have advised that they can no longer "host"/sponsor the Championships and seeking Council's support to "host"/sponsor the Championships for 2014/2015 involving a sponsorship fee of \$45,000.

As SE had also approached The Richmond Club (RC) in this regard the opportunity was also taken to discuss the potential of a joint "hosting"/sponsorship of the Championships by both the RC and Council. The RC indicated that they would be prepared to do this as they are not in a position to be able to provide the entire sponsorship amount required but could contribute \$25,000 in an endeavour to retain the Championships in Windsor.

Accordingly, the possibility of Council providing a joint sponsorship the Championships with the RC and waiving the fees for the use of McQuade Park are submitted for Council's consideration and determination. Funding would be available within the Corporate Communication Budget of the 2014/2015 Operational Plan if Council wished to jointly sponsor the Championships with the RC.

Consultation

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

Background

For the last three years the Championships have been conducted by SE under the auspices and with the sponsorship of HOH. The first two Championships (2011/2012 and 2012/2013) were held in Howe Park and the third in McQuade Park (2013/2014).

As a result of the process adopted for the 2013/2014 Championships approval is in place for SE to conduct the Championships in McQuade Park for a five year period including 2013/2014 as a result of Council's resolution of 29 October 2013 in this regard. Council has supported the conduct of the Championships in the past and whilst Council waived the applicable park usage fees and charges for the first three years of the Championships, Council's resolution indicated that these fees would be applicable for subsequent years.

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The following email correspondence dated 14 August 2014 has now been received from SE in respect of the proposed 2014/2015 Championships:

"I am writing to you both in regards to the "Hawkesbury International Sand Sculpting Exhibition".

Over the past three years Sandstorm Events has brought the event to Windsor – with Heart of Hawkesbury (HOH) committee hosting the event and providing/sourcing the Host Fee and managing the local relationships.

In year one (2012) – the committee were able to raise the entire Host fee (\$125,000), and in 2013 and 2014 – the committee were able to raise a reduce host fee (\$45,000). Sandstorm agreed to this reduced fee in order to build upon the event audience that the event was attracting.

Earlier this year – Sandstorm was advised by HOH that they would be unable to raise the reduced fee for the 2015 event and that they were offering the 'Host' opportunity to the Richmond Club. The Richmond Club have subsequently advised that they can only provide \$25,000 of the required host fee. This will make the staging of the event in Windsor impossible (as this year to continue to grow the event we are looking to introduce a double's championship as well as the single's) and require the entire 'reduced' host fee of \$45,000 for the event to proceed.

At the moment I have been exploring all the options available to Sandstorm Events – (Given all the work that has been already put into the event by HOH, Richmond Club and Hawkesbury Council to date – it would be a shame to see the event leave the area.)

Option 1 – To see whether Council is interested in acting as the Host for the event and providing the Host fee?

Option 2 – To see whether I can make the event viable through additional sponsorship – have started to make enquiries and this is not looking promising.

Option 3 – To relocate the event to another Council with the NSW region – have commenced initial discussions with other Councils.

We have been fully appreciative of the support that the Council has given to the event.

I look forward to receiving your thoughts regarding the above at your earliest convenience."

It will be noted from the above that the original "host"/sponsorship fee for the Championships was \$125,000, subsequently reduced to \$45,000 and that this was met by HOH in the first three years of the Championships. Council is being requested to meet the reduced "host"/sponsorship fee for 2014/2015 to enable the Championships to be retained in Windsor.

Subsequent information also indicates that SE would again be seeking the waiving of the park hire fees and charges for 2014/2015. In this regard, in accordance with Council's current fees and charges the park hire fee for the Championships, based on the event being sponsored by Council as a "not for profit" organisation would be in the vicinity of \$12,000 depending on the days required for "lead-in" and lead-out" for the event

It will be noted from the above correspondence that SE has also approached the RC concerning the "hosting"/sponsoring of the Championships with the RC advising that they could only provide \$25,000 towards the Championships. As such, the opportunity was also taken to discuss the potential of a joint "hosting"/sponsorship of the Championships by both the RC and Council. The RC indicated that they would be prepared to do this as they are not in a position to be able to provide the entire sponsorship amount required but could contribute \$25,000 in an endeavour to retain the Championships in Windsor.

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The Hawkesbury International Sand Sculpting Championships have been a significant event for Windsor and the Hawkesbury and have been improving and growing both in size and recognition level each year. They have attracted a significant number of people to the area each Christmas/New Year period during which they have been conducted and while the level may be the subject of some debate, there has undoubtedly been a spin-off benefit for the Windsor town centre.

As such, it is suggested that Council may wish to consider the possibility of jointly "hosting"/sponsoring the Championships with the RC and again waiving the park hire fees and charges in an endeavour to retain the event in Windsor and the Hawkesbury. Funding would be available within the Corporate Communications Budget of the 2014/2015 Operational Plan for the joint sponsor fee for the Championships.

Conformance to the Hawkesbury Community Strategic Plan

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

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

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

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

Financial Implications

Funding of \$20,000 would be available within the Corporate Communications Budget of the 2014/2015 Operational Plan if Council wished to jointly sponsor the Championships in association with the RC. Waiving of the park hire fees estimated at \$12,000 would result in a loss of potential income; however this amount has not been included in the budgeted income for 2014/2015.

RECOMMENDATION:

That:

1. Council agree to provide a "hosting"/sponsorship fee of \$20,000 toward the conduct of the 2014/2015 Hawkesbury International Sand Sculpting Championships subject to The Richmond Club agreeing to be a joint "host"/sponsor of the event with the Council and providing \$25,000 for this purpose and that the General Manager be given delegated authority to finalise arrangements in respect of this aspect of the matter.
2. Council agree to waive the fees and charges for the use of MacQuade Park for the 2014/2015 event in accordance with the Fee Pricing Policy contained within Council's 2014/2015 Operational Plan.
3. In view of the joint "hosting"/sponsorship of the event by The Richmond Club and Council and the fees and charges being waived by Council for this year, the applicant is to identify Council and The Richmond Club as major sponsors of the event in all publications and advertising.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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Item: 149 GM - Sustainable Economic Growth for Regional Australia (SEGRA) Conference - (79351)

REPORT:

Executive Summary

The 2014 Sustainable Economic Growth for Regional Australia (SEGRA) Conference will be held from 7 - 10 October 2014 in Alice Springs, Northern Territory. Due to its relevance to Council's business, it is recommended that the 2014 SEGRA Conference be attended by 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 2014 SEGRA Conference will be held from 7 - 10 October 2014 in Alice Springs, Northern Territory. SEGRA is considered Australia's premier conference on regional issues and provides an opportunity for all sections of the Australian community (rural and urban) to explore the key issues affecting regional, rural and remote Australia.

Cost of attendance at the 2014 SEGRA Conference is approximately \$3,100 per delegate.

Budget for Delegate Expenses - Payments made:

• Total Budget for Financial Year 2014/2015	\$46,500
• Expenditure to date	\$672
• Budget balance as at 18/8/14	\$45,828

It should be noted that outstanding commitments of approximately \$20,420 in relation to the 2014 Local Government NSW (LGNSW) Annual Water Management Conference to be held in August 2014 and the Annual LGNSW Conference to be held in October 2014 are not reflected in the balance indicated.

Conformance to the Hawkesbury Community Strategic Plan

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

- The Council be financially sustainable to meet the current and future needs of the community based on a diversified income base, affordable and viable services.
- Have constructive and productive partnerships with residents, community groups and institutions.

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

- Improve financial sustainability.
- Work with the community to determine affordable levels of service and facilities.

Financial Implications

Funding for attendance at the 2014 SEGRA Conference will be provided from the Delegates Expenses within the 2014/2015 Adopted Operational Plan.

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RECOMMENDATION:

That attendance of nominated Councillors and staff as considered appropriate by the General Manager, at the 2014 SEGRA Conference at an approximate cost of \$3,100 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: 150 **CP - Coal Seam Gas Waste Water - Update - (95498, 124414)**

Previous Item: NM, Ordinary (25 March 2014)
 126, Ordinary (29 July 2014)

REPORT:

Executive Summary

The purpose of this report is to provide information on the transport and storage of coal seam gas waste water in the Hawkesbury. This report has been prepared as additional information to the report on Coal Seam Gas Waste Water submitted to Council on 29 July 2014.

Consultation

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

Background

On 29 July 2014, a report was submitted to Council discussing the practices of coal seam gas waste water disposal. Details were provided on:

- The application by Ceemac Pty Ltd for a Petroleum Exploration Licence (PELA 158) for an area on the western boundary of the Hawkesbury LGA.
- A general definition of coal seam gas water, otherwise known as 'produced water', its composition, volume and location.
- Potential disposal and management methods for coal seam gas water.
- The regulatory context of CSG, particularly in NSW.

As a result of this report, the Council subsequently resolved:

"That the information contained in this report be received and a further report be submitted to Council regarding coal seam gas waste transport and storage in the Hawkesbury."

Further investigation has been undertaken to provide additional information on the transport and storage of produced water in the Hawkesbury.

As part of the investigation, correspondence was undertaken with the Office of Coal Seam Gas, Worth Recycling Pty Ltd, South Windsor and BetterGROW Pty Ltd, Vineyard, the latter two organisations having been referred to at the previous Council meeting.

Enquiries made by Council officers to the Environment Protection Authority (EPA), Office of Coal Seam Gas and Sydney Water found that none of these agencies were either able to provide advice or had knowledge of any other companies within the Hawkesbury that are licenced to dispose of produced water. Further investigations are being conducted by the Office of Coal Seam Gas and information will be reported to Council once it is received.

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The table below summarises the responses from Worth Recycling Pty Limited and BetterGROW Pty Ltd.

	Worth Recycling PTY Ltd, South Windsor	BetterGROW Pty Ltd, Vineyard
EPA Licence for CSG produced water	Yes	BetterGROW are not licenced to store or dispose of water from coal seam gas operations.
Transport and treat CSG produced water	Yes	No
Comment	2008-2010 produced water from Sydney Gas (now AGL) Broke, Hunter Valley. Between 1 July 2013 - 30 June 2014 just over 5 Mega Litres (MLs).	BetterGROW do not transport produced water in the Hawkesbury and does not store or dispose of produced water at their Vineyard facility or any other disposal points within the LGA.

Worth Recycling

Worth Recycling is a "scheduled premises" which is licensed by the EPA to treat a variety of liquid waste products. The EPA is responsible for the control and approval of all the products that come into the Worth Recycling facility without reference or advice to Council.

Council has no control over the source or the type of waste products coming into the site. Council does however control the discharge from the site into the sewer system through a Trade Waste Agreement (TWA). The TWA is a licence which specifies that the discharge from the site must meet the standards of the Council's Liquid Trade Waste Policy, but does not stipulate where the materials may come from. Under the TWA, Worth Recycling Pty Ltd samples each batch of waste water stored prior to discharge. Samples are collected weekly for analysis by independent accredited laboratories with monthly reports provided to Council.

The following table shows discharge limit requirements and typical outputs from the beginning of the current TWA in 2012 until the present compared with a typical household sewer discharge.

Sample / Test	TWA Limit	Typical Household Sewer	Worth Recycling (Average)
BOD (Biological Oxygen Demand mg/L)	250 max	190	57
Suspended Solids (mg/L)	200 max	210	7
Grease and Oil (mg/L)	50 max	50	7.5
Ammonia (mg/L)	32 max	25	1.3
Phenols	30 max	Neg.	0.1
pH	7 to 10	7	7.9
Total Metals (mg/L)	30	Neg.	0.45

As shown in the table above the discharge is within the limits of the TWA and as a result of onsite processing and treatment the discharge is lower than that from a typical household.

When the water arrives at the facility, it is generally considered clean however it is passed through the treatment plant to ensure there is no cross contamination from the collection trucks. The stages the water goes through include:

- Primary Screening to remove solids such as rocks, soil and floating debris.
- Ceramic Membrane Filtration which filters the water to 0.05 micron removing all oil and leaving behind only soluble organics.
- Aerobic Bio-Reactors where activated bacteria are harnessed to remove soluble organic material.

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- Side-Stream Membrane as an adjunct to the aerobic bio-reactors, a side-stream membrane system continually filters the biomass from the reactor water yielding a high quality recycled water fit for reuse in industrial applications.

Ceramic Membrane Filtration and Side Stream Bio-Reactor Membrane technologies have been adapted for industrial waste water treatment in house by Worth Recycling and they are the only known company in Australia that has this capability.

The treated product is then trucked offsite to Worth Recycling's reuse customers some of which include Boral Bricks, CSR Brick, CSR Insulation and Blue Scope Steel.

Any water that is discharged to Council's sewerage treatment plant (STP) is of a higher quality with less impurities than household effluent. However additional treatment does occur at Council's STP prior to discharge in accordance with EPA licence requirements for the STP.

Conformance to the Hawkesbury Community Strategic Plan

Council's opposition to CSG exploration and mining is consistent with the Caring for Our Environment Direction statements:

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

and is also consistent with the nominated strategies in the Hawkesbury Community Strategic Plan being:

- Effective management of our rivers, waterways, riparian land, surface and groundwaters and natural eco-systems through local action and regional partnerships;
- Reduce our environmental footprint through resource and waste management.

Financial Implications

No financial implications applicable to this report.

RECOMMENDATION:

That the information contained in this report be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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Item: 151 **CP - Delivery Program 2013 - 2017 - Annual Progress Report - 1 July 2013 - 30 June 2014 - (95498)**

Previous Item: 30, Ordinary (25 February 2014)

REPORT:

Executive Summary

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

Consultation

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

Background

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

The Delivery Program 2013-2017 and the Operational Plan 2013-2014 commenced on 1 July 2013. The attachment to this report shows the progress in achieving the Delivery Program activities for the period 1 July 2013 - 30 June 2014 and is submitted to Council in accordance with the requirements of the Local Government Act, 1993.

Conformance to the Hawkesbury Community Strategic Plan

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

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

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

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

Financial Implications

There are no financial implications applicable to this report.

RECOMMENDATION:

That the information contained in this report be received.

ATTACHMENTS:

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

oooO END OF REPORT Oooo

Item: 152 CP - Reporting of Granted Variations to Development Standards - (95498)

REPORT:

Executive Summary

In accordance with the Department of Planning and Infrastructure (DPI) Planning Circular PS 08-14, councils are required to report granted variations to development standards for development applications, which relied upon either:

1. State Environmental Planning Policy No. 1 - Development Standards (SEPP 1) under Hawkesbury Local Environmental Plan 1989 (HLEP 1989); or
2. Clause 4.6 of the Standard Instrument under Hawkesbury Local Environmental Plan 2012 (HLEP 2012).

The purpose of this report is to report the list of variations granted since Council's last report on 11 March 2014. It is recommended that Council receive and note this information.

Consultation

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

Background

The background to the reporting requirement for variations to development standards was detailed in the report to Council on 28 February 2012.

This report provides a list of development applications determined, by Council and under delegated authority involving variation to a development standard under HLEP 1989 and Clause 4.6 of the HLEP 2012. It should be noted that unlike HLEP 1989, the standard template provisions of HLEP 2012 have a 'cap' on the upper limit for some variations such as rural subdivision where a maximum of 10% variation applies.

Conformance to the Hawkesbury Community Strategic Plan

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

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

Financial Implications

No financial implications applicable to this report.

RECOMMENDATION:

That the report regarding the reporting of granted variations to development standards under Hawkesbury Local Environmental Plan 1989 and Hawkesbury Local Environmental Plan 2012 be received and noted.

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ATTACHMENTS:

- AT - 1** Reporting SEPP 1 Variations to Development Standards under HLEP 1989 – 1 January 2014 - 30 June 2014 - Nil Returns
- AT - 2** Reporting Variations to Development Standards under Clause 4.6 of HLEP 2012 - 1 January 2014 - 30 June 2014

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AT - 1 Reporting SEPP 1 Variations to Development Standards under HLEP 1989

1 January 2014 - 30 June 2014

Nil Returns

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AT - 2 Reporting Variations to Development Standards under Clause 4.6 of HLEP 2012

1 January 2014 - 30 June 2014

Council DA reference number	Street Number	Street Name	Suburb / Town	Zoning of land	Development standard to be varied	Justification of variation/Delegate	Extent of variation	Date DA determined
DA0358/13	141	Keda Circuit	North Richmond	R2 Low Density Residential	Clause 4.1F of Hawkesbury LEP 2012	minimal environmental impact The concurrence of the Director-General is assumed under the planning circular PS08 - Q03 – Planning Manager (only variations >10% for rural subdivision are determined by Council)	2.86%	6/01/2014

oooO END OF REPORT Oooo

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INFRASTRUCTURE SERVICES

Item: 153 **IS - Windsor Riverside Market Governor Phillip Reserve - (95495, 79354)**

Previous Item: 43, Ordinary (11 March 2014)

REPORT:

Executive Summary

Council received an application for a monthly market to be held at Governor Phillip Reserve in late 2013. Council approved the use of the site in March 2014 and the markets commenced in June 2014.

Council's fees and charges for markets changed from a flat fee to a per stall fee in the 2014/2015 financial year. The organisers of the markets in Governor Phillip Reserve have written to Council requesting a reduction in fees back to the 2013/2014 charge/structure.

The report recommends a reduction in fees by capping the maximum payment for this event for 2014/2015.

Consultation

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

Background

Council received an application from Eclectic Markets and Events (Eclectic) to hold a monthly market known as Windsor Riverside Markets (WRM) at Governor Phillip Reserve in late 2013. The proposal was advertised and Council gave approval on 11 March 2014. The markets commenced in June 2014.

Prior to the consideration of the Eclectic market proposal, Council had been approached by other approved markets to reduce the daily fee to help their markets get established. The 2013/2014 fee was a flat \$600.00 fee per day and thus one would pay the same fee whether a market had 10 stalls or 100 stalls. A per stall fee already existed for markets in the Windsor Mall and thus to standardise fees for markets throughout the Local Government Area, a per stall fee was considered and proposed for the 2014/2015 Operational Plan Fees and Charges. This approach provided a more equitable structure based on the size of markets and the impact on Council's parks.

Due to Council's timelines for 2014/2015 fees and charges, these recommendations were made in December 2013 prior to consideration of the Eclectic markets proposal with the fees and charges being advertised and then adopted around the time of the first market. The adopted fee for all markets is \$29 per stall per day.

Following the adoption of the 2014/2015 fees and charges a letter was sent to all markets outlining the new fees and charges. Eclectic have written to Council asking that Council reinstate the 2013/2014 fee as the new fee makes the operation cost prohibitive. Eclectic did sign an agreement with Council which did state the current fees but it also outlined that these could change with amendments to the fees and charges. The two conditions are outlined below:

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- "5. *For commercial markets there is a fee of \$600.00 per day. Payments would be required to be paid at the end of each month – failure to make payment could lead to approvals being cancelled.*
18. *I/We acknowledge that the above fees and charges contained in this letter are current only at this time, and that changes to the fees and charges listed, and/or additional new fees and charges may be applicable and payable at the time of our event."*

The WRM started with 75 stalls at their first market. Based on the size of this market, their fees will go from the 2013/2014 flat fee of \$600 per day to a fee based on the size of the market. This will be approximately \$2,175 per day (based on 75 stalls).

Section 610E of the Local Government Act, allows Council to waive payment of, or reduce a fee if it is satisfied that the case falls within a category of hardship or any other category that Council has determined (not including statutory fees and charges). Council in its 2014/2015 Operational Plan has determined four categories: Hardship, Charity, Not for Profit and Commercial. The markets would fit into the Commercial category. Council would need to be satisfied that the market was commercially unviable should it wish to reduce the fee.

If Council resolves to reduce the fees and charges there are multiple options available, however any reduction should balance the need to support the local economy through the use of public assets against private benefits as well as ensuring other broader equity for other users including other markets. Having regard for those issues and the specific circumstances, it is suggested that fee structure remain, but with a cap of \$1,000 per event.

Conformance to the Hawkesbury Community Strategic Plan

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

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

Financial Implications

As the income from the fees and charges were not included in the budgeted income for 2014/2015 there are no financial impacts on Council's current budgetary position, should Council vary the fee structure.

Capping the fee at \$1,000 would however reduce potential income by approximately \$12,000 per annum.

RECOMMENDATION:

That the fee for the use of Governor Phillip Reserve by Eclectic Markets and Events be capped at \$1,000 per event for 2014/2015 with the fee reverting to that adopted by Council at the time for the 2015/2016 financial year.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 26 August 2014

SUPPORT SERVICES**Item: 154****SS - Monthly Investments Report - July 2014 - (96332, 95496)****REPORT:****Executive Summary**

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

This report indicates that Council held \$39.70 million in investments at 31 July 2014.

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 \$39.70 million in investments as at 31 July 2014. 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								
ANZ	A1+	AA-			3.10%	4,500,000	11.34%	
CBA	A1+	AA-			2.40%	700,000	1.76%	
Total On-call Investments								5,200,000
Term Investments								
ANZ	A1+	AA-	20-Nov-13	19-Nov-14	3.85%	2,000,000	5.04%	
ANZ	A1+	AA-	27-Nov-13	26-Nov-14	3.85%	1,000,000	2.52%	
ANZ	A1+	AA-	28-May-14	27-May-15	3.70%	1,000,000	2.52%	
ANZ	A1+	AA-	11-Jun-14	10-Jun-15	3.70%	1,500,000	3.78%	
ANZ	A1+	AA-	11-Jun-14	10-Jun-15	3.70%	500,000	1.26%	
ANZ	A1+	AA-	18-Jun-14	17-Jun-15	3.70%	500,000	1.26%	
ANZ	A1+	AA-	23-Jul-14	22-Jul-15	3.70%	1,000,000	2.52%	
NAB	A1+	AA-	21-Aug-13	20-Aug-14	3.94%	2,000,000	5.04%	
NAB	A1+	AA-	03-Sep-13	03-Sep-14	3.90%	2,000,000	5.04%	
NAB	A1+	AA-	19-Dec-13	15-Oct-14	3.81%	500,000	1.26%	
NAB	A1+	AA-	29-Jan-14	29-Oct-14	3.75%	2,000,000	5.04%	
NAB	A1+	AA-	19-Dec-13	17-Dec-14	3.83%	1,500,000	3.78%	
NAB	A1+	AA-	15-Jan-14	17-Dec-14	3.82%	1,000,000	2.52%	
NAB	A1+	AA-	05-Mar-14	04-Feb-15	3.73%	1,000,000	2.52%	
NAB	A1+	AA-	18-Jun-14	19-Mar-15	3.73%	1,000,000	2.52%	

ORDINARY MEETING

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Investment Type	Institution Short Term Rating	Institution Long Term Rating	Lodgement Date	Maturity Date	Interest Rate %	Principal \$	Percentage of Portfolio	Total \$
NAB	A1+	AA-	21-Aug-13	19-Aug-15	4.25%	1,000,000	2.52%	
NAB	A1+	AA-	03-Sep-13	02-Sep-15	4.10%	2,000,000	5.04%	
Westpac	A1+	AA-	07-Aug-13	06-Aug-14	4.10%	1,000,000	2.52%	
Westpac	A1+	AA-	05-Mar-14	15-Oct-14	3.70%	1,000,000	2.52%	
Westpac	A1+	AA-	08-Apr-14	19-Nov-14	3.85%	2,000,000	5.04%	
Westpac	A1+	AA-	23-Apr-14	17-Dec-14	3.75%	500,000	1.26%	
Westpac	A1+	AA-	15-May-14	17-Dec-14	3.75%	1,000,000	2.52%	
Westpac	A1+	AA-	15-Jan-14	15-Jan-15	3.75%	2,000,000	5.04%	
Westpac	A1+	AA-	28-May-14	15-Jan-15	3.75%	1,000,000	2.52%	
Westpac	A1+	AA-	23-Jul-14	15-Jan-15	3.75%	500,000	1.26%	
Westpac	A1+	AA-	29-Jan-14	29-Jan-15	3.65%	1,000,000	2.52%	
Westpac	A1+	AA-	19-Mar-14	19-Mar-15	3.70%	2,000,000	5.04%	
Westpac	A1+	AA-	25-Jun-14	25-Jun-15	3.75%	500,000	1.26%	
Westpac	A1+	AA-	04-Jul-14	08-Jul-15	3.75%	500,000	1.26%	
Total Term Investments								34,500,000
TOTAL INVESTMENT AS AT 31 July 2014								39,700,000

Performance by Type

Category	Balance \$	Average Interest	Bench Mark	Bench Mark %	Difference to Benchmark
Cash at Call	5,200,000	3.01%	Reserve Bank Cash Reference Rate	2.50%	0.51%
Term Deposit	34,500,000	3.82%	UBS 90 Day Bank Bill Rate	2.65%	1.17%
Total	39,700,000	3.71%			

Restricted/Unrestricted Funds

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

Investment Commentary

The investment portfolio decreased by \$3.20 million for the month of July 2014. During July 2014, income was received totalling \$5.60 million, including rate payments amounting to \$1.90 million, while payments to suppliers and staff costs amounted to \$8.90 million.

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

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

As at 31 July 2014, Council's investment portfolio is all invested with major Australian trading banks and in line with Council's Investment Policy.

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

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Council's investment portfolio complies with Council's Investment Policy, adopted on 27 May 2014.

Investment Certification

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

Conformance to the Hawkesbury Community Strategic Plan

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

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

Financial Implications

Funds have been invested with the aim of achieving budgeted income in 2014/2015.

RECOMMENDATION:

The report regarding the monthly investments for July 2014 be received and noted.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 26 August 2014

Item: 155

SS - 2013/2014 Operational Plan - Re-Votes - (96332, 95496)

REPORT:

Executive Summary

The purpose of this report is to seek Council's approval to carry over funds unspent as at 30 June 2014 for works approved within adopted Operational Plans, and subsequent Quarterly Budget Reviews.

Consultation

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

Background

Council adopted its Operational Plan for 2013/2014 on 18 June 2013 which was amended as necessary with amounts carried over from the previous financial year and through Quarterly Budget Reviews adopted by Council throughout the year. The 2013/2014 amended Operational Plan included funding for projects that as at 30 June 2014 were not fully expended.

Clause 211 of the Local Government (General) Regulation 2005 (the Regulation), allows for approved expenditure votes not to lapse at the end of the financial year, provided approved unspent votes relate to funds that have been committed and works have commenced.

The total value of the 2013/2014 Carryover is \$7.0M, of which \$2.6M relates to projects funded by Section 94/94A, \$0.5M funded by grants and contributions, \$0.7M funded by Reserves and \$3.2M from General Fund.

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

As detailed below, the vast majority of projects and works requiring associated funding to be carried forward to the 2014/2015 financial year are within the scope of Clause 211 of the Regulation, and will proceed with funding being rolled into the 2014/2015 Operational Plan.

The total of \$7.0M being carried over to the 2014/2015 financial year includes projects and works totalling \$4.9M that were in progress and financially started as at 30 June 2014. These works will proceed as already adopted as part of the 2013/2014 Operational Plan and subsequent Budget Reviews. Also included are other projects and works totalling \$1.9M, where instructions have been issued to suppliers through purchase orders and/or otherwise have practically commenced. These works will also proceed as already adopted as part of the 2013/2014 Operational Plan and subsequent Budget Reviews.

Projects amounting to \$0.2M had not commenced, nor have been committed, as at 30 June 2014. In accordance with Clause 211 of the Regulation, Council is required to re-vote these projects and associated amounts. These projects and works will be required to be undertaken in the 2014/2015 year, and the re-voting of funds will enable the expenditure to occur without having a financial impact on the 2014/2015 adopted Operational Plan.

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

- *Vehicle 49* – \$30,830 - Vehicle budgeted for replacement in 2013/2014. Distance travelled was lower than expected, allowing replacement to be delayed. Replacement will be required in 2014/2015.

ORDINARY MEETING

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- *Vehicle 91 – \$30,830* - Vehicle budgeted for replacement in 2013/2014. Distance travelled was lower than expected, allowing replacement to be delayed. Replacement will be required in 2014/2015.
- *Vehicle New – \$30,830* – Vehicle budgeted for purchase in 2013/2014. Position vacant during 2013/2014 allowing purchase to be delayed. Position is now filled and purchase will be required in 2014/2015.
- *Vehicle 21 – \$32,356* - Vehicle budgeted for replacement in 2013/2014. Position vacant, allowing replacement to be delayed. Replacement will be required in 2014/2015 when vacancy is filled.
- *Flood Management Study, Lower MacDonald River - \$30,000* – Funds are required to match grant funding.
- *Hawkesbury Regional Gallery – \$1,310* - Works delayed due to a delay in the site becoming available for works to be undertaken with minimal disruption to normal operations.
- *Tree Replacement Program - \$50,000* – A substantial tree replacement program and associated footpath works in Bligh Park. The commencement of works in 2013/2014 was delayed to allow for expansion of the program funded by the \$50,000 being requested to be re-voted and funds included in the 2014/2015 Operational Plan.

Conformance to the Hawkesbury Community Strategic Plan

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

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

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

- Improve financial sustainability.

Financial Implications

Funding requested to be re-voted and carried over to the 2014/2015 financial year was adopted as part of the 2013/2014 Operational Plan and subsequent Quarterly Budget Reviews. The amounts carried over will be added on to the adopted 2014/2015 Operational Plan to fund the projects carried with a nil financial impact.

RECOMMENDATION:

That the funding for projects detailed within this report, totalling \$206,156, be re-voted and carried over into the 2014/2015 financial year.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 26 August 2014

Item: 156

SS - Community Garden Proposal - Bligh Park Community Services - (74005, 96328, 95496)

REPORT:

Executive Summary

This report has been prepared to advise Council of an approach from Bligh Park Community Services Inc. (BPCS), seeking Council's permission to establish a community garden at Bligh Park Community Centre. The matter is being reported to Council as required under Council's Community Gardens Policy. The proposal will require Council's consent to permit BPCS the use of a portion of community land immediately adjacent to the Bligh Park Community Centre on Sirius Road, Bligh Park, on which to construct and operate a community garden. The cost of the construction would be wholly met by BPCS who would also be responsible for the ongoing costs of the garden.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. The report advises Council of a proposal put forward by a community group who have identified a need for a community garden based on consultation within their local community.

There is however a requirement for community consultation under Council's Community Gardens Policy. This Policy requires an applicant seeking to establish a community garden on Council land, to consult with existing park users and adjoining neighbours about the proposal and for the outcomes of these consultations to be reported to Council, prior to Council making a final determination about a proposed community garden. However, Council's Community Gardens Policy was prepared to cover proposals for large community gardens with a minimum size of 750m² located in a park or reserve (as such a garden would likely have an impact on existing user groups and adjoining neighbours).

The proposal from BPCS is for a small community garden with a total area of 18m² located to the rear of the Bligh Park Community Centre, which is unlikely to impact on adjoining neighbours or the existing users of the Centre. For this reason, it is proposed that the requirement for community consultation be waived with BPCS simply required to notify adjoining neighbours of the establishment of the garden.

Background

BPCS are a local not-for-profit Incorporated Association who have been delegated care, control and management of the Bligh Park and Tiningi Community Centres in Bligh Park. BPCS also receive funding from State and Federal Governments to provide community services for the residents of Bligh Park.

BPCS have approached Council to enquire as to whether Council would be in a position to provide access to some land at the Bligh Park Community Centre site on which they could construct a community garden. BPCS believe community garden activities could complement the existing space surrounding the Centre (playground and outdoor seating) and wish to offer access to this garden to the local community as well as offer nutritional education programs.

BPCS have worked with a horticulturist from University of Western Sydney to determine the best location for an accessible, raised community garden on-site at Bligh Park Community Centre. BPCS have held preliminary discussions with Council's Park's Project Officer to identify if the preferred location of garden was available land for use. Council's Community Programs Coordinator has also met with BPCS to assess the request, in accordance with Council's Community Gardens Policy. Council staff have completed the 'Community Gardens Checklist' as provided for in Council's Community Gardens Policy, and this is attached to this report as Attachment 1.

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Following these assessments, the site has been determined to be appropriate for a community garden. Accordingly, it is proposed that Council grant permission for the construction of a community garden at Bligh Park Community Centre. Figure 1 outlines the proposed location of the community garden.

Figure 1 - Proposed Location of Community Garden



Council's Community Gardens Policy requires that where Council approves the establishment of a community garden on community land, that a Deed of Agreement specifying the respective obligations of Council and the community group, in relation to the operation of the garden, be executed. As Council has already delegated the care, control and management of the Bligh Park Community Centre to BPCS, it is considered that this requirement has been satisfied in that a formal arrangement currently exists for the operation and management of the community centre site.

Conformance to the Hawkesbury Community Strategic Plan

The proposal is consistent with the Looking After People and Place Theme

- Have friendly neighbourhoods, connected communities, and supported households and families and is also consistent with the nominated strategy in the Community Strategic Plan being:
- Upgrade the necessary physical infrastructure to meet contemporary needs and expectations

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Financial Implications

There are no financial implications arising from this report. Should the proposal proceed, Bligh Park Community Services will be wholly responsible for the costs associated with construction of the community garden, and all outgoings associated with the ongoing operation of the garden.

RECOMMENDATION:

That Council approve the proposal for Bligh Park Community Services Inc. to construct a community garden on Council owned land at the Bligh Park Community Centre site.

ATTACHMENTS:

AT - 1 Checklist for Establishing a Community Garden – Bligh Park Community Centre

ORDINARY MEETING

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Attachment 1: Checklist for Establishing a Community Garden - Bligh Park Community Centre



HAWKESBURY CITY COUNCIL POLICY

ADOPTED Community Gardens Policy

APPENDIX 1

Checklist for Establishing a Community Garden

This checklist is intended to assist community groups seeking to establish a community garden on public open space to assess issues associated with such a project prior to making a formal submission to Council.

(The checklist has been adapted from a checklist developed by Russ Grayson and Fiona Campbell for the Australian City Farms & Community Gardens Network, 2001)

1. WHAT TYPE OF COMMUNITY GARDEN?

Will the community garden be:

- ☒ a shared garden where participants share the gardening and the harvest
- ☐ an allotment garden where participants garden their own plot and share the maintenance of common areas
- ☐ a garden with both allotments and shared gardening space.

Allotment gardens:

How long can allotments be held while they are not being used?

What will be the size of the allotments?

This can be influenced by the size of the area available for gardening.

2. WHAT WILL BE THE PURPOSE OF THE COMMUNITY GARDEN

Recreation / community building:

- ☒ a safe place where people can come together to grow food and get to know each other
- ☒ a place where parents can bring their children.
- ☒ Other: *to learn basic food growing skills*

Food security and nutritional health:

- ☒ access to fresh, nutritious food
- ☐ reducing family expenditure on food
- ☐ supplementing the family food supply
- ☒ Other: *learning about basic culinary herbs*

ORDINARY MEETING

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HAWKESBURY CITY COUNCIL POLICY

ADOPTED Community Gardens Policy

Education:

Will the garden be open to use and/ or visitation by community colleges/ schools/ other educational bodies?

YES ☒ NO ☐

Will the gardeners offer workshops (e.g. compost making, gardening etc) to the public?

YES ☐ NO ☐

maybe

If not, will the gardeners make the garden available for others to provide educational services?

YES ☒ NO ☐

Other educational activities

3. GARDENING APPROACH?

Organic gardening?

YES ☒ NO ☐

Reasons? Advice from horticulturalist @ UWS

If it is to be an organic garden, will this be explained to new gardeners when they join the garden - either verbally or in writing?

YES ☒ NO ☐

Explained in some other way?

4. WHAT TYPES OF PLANTS WILL BE GROWN?

When considering what types of plants to grow in your community garden, remember that fruit and nut trees need plenty of space and should be spaced about 3-5 metres apart.

☒ vegetables

☒ herbs

☐ fruit/nut trees

☐ flowers

☐ berry fruit shrubs

☐ water crops

☐ medicinal plants

☐ bush foods

☐ herbal tea plants

☐ native or indigenous plants (native plants are those originating in Australia, indigenous plants originate in the local region)

5. WHAT STRUCTURES WILL BE BUILT IN THE COMMUNITY GARDEN?

☐ sitting area to shelter from the sun and rain

☐ lockable shed for storing tools, seeds etc

☐ nursery for plant propagation

☐ play area for children

☐ public art

☐ educational signs

☐ rainwater tanks to collect water from the shed/shelter roof to irrigate the garden

☐ fireplace for making coffee and tea - barbecue for preparing food

☒ Other: All storage is @ Neighborhood Centre, playground adjoins, fenced playground for toddlers. Signage when sprouting

ORDINARY MEETING

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HAWKESBURY CITY COUNCIL POLICY

ADOPTED Community Gardens Policy

6. WHAT TRAINING WILL BE NEEDED?

Gardening / construction skills:

- | | | |
|--|--|--------------------------------|
| <input type="checkbox"/> plant propagation | <input type="checkbox"/> garden soil analysis | improving garden soils |
| <input checked="" type="checkbox"/> making compost | <input checked="" type="checkbox"/> using mulch - irrigation | pest management |
| <input type="checkbox"/> seed saving | <input checked="" type="checkbox"/> garden construction | developing a planting calendar |
| <input type="checkbox"/> planting out and harvesting | | |
| <input type="checkbox"/> Other: <u>this will be provided by</u> <u>@ UWS</u> | | |

Design skills:

- | | |
|--|---|
| <input type="checkbox"/> site analysis for site design | <input checked="" type="checkbox"/> garden design |
| <input type="checkbox"/> Other skills | <input type="checkbox"/> cooking what we grow |
| <input type="checkbox"/> Other: _____ | |

Are any of these skills available in the community gardening group?

YES ☒ NO ☐

If not where how will these skills be procured?

7. CO-ORDINATING WITH OTHER PROGRAMS

Will the garden be a place where communities and local government can work together to demonstrate social and environmental policy compatible with the aims of community gardening, such as:

- | | | |
|--|--|--|
| <input type="checkbox"/> waste reduction | <input checked="" type="checkbox"/> water conservation | <input type="checkbox"/> regreening |
| <input type="checkbox"/> energy efficiency | <input type="checkbox"/> biodiversity | <input checked="" type="checkbox"/> nutritional health |
| <input type="checkbox"/> Agenda 21 | <input type="checkbox"/> Other: _____ | |

8. SUPPORTING BIODIVERSITY

Will non-hybrid seed of heritage or heirloom vegetables and fruits be planted so that seeds can be collected and saved for re-planting?

YES ☐ NO ☐ not at first

Will the garden join the Seed Savers Network to learn more about food plant biodiversity, to obtain non-hybrid seed from the members of the network or to become the focus of a Local Seed Network

YES ☐ NO ☐

Will seeds of endangered or rare local native (indigenous) plants be propagated and distributed?

YES ☐ NO ☐

ORDINARY MEETING

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HAWKESBURY CITY COUNCIL POLICY

ADOPTED Community Gardens Policy

9. EDUCATING GARDENERS AND THE PUBLIC IN WASTE REDUCTION

Is it intended to demonstrate the reuse and recycling of waste organic matter through:

- ☒ compost ☐ worm farms ? ☒ mulching
☐ use of recycled materials ☐ Other _____

10. CONSERVING WATER IN THE GARDEN

Will any of the following be used to conserve water?

- ☐ rainwater tanks ☒ mulching ☐ low-water-use plants
☐ low-water-use irrigation ☐ Other maybe a tank later if garden is a success

11. FUNDING THE GARDEN?

How will the establishment and operation of the garden be funded?

- ☒ apply for grants ☐ membership fee ☒ other types of self-funding
☐ Other _____

How will ongoing costs be funded? By B.P.C.S.I + local community
Have people donating time + seedlings

12. DETERMINING A PREFERRED SITE FOR THE GARDEN

What issues will be considered in selecting a garden site?

- ☒ size of area needed ☐ access to public transport
☒ access to sunlight, water and wind protection etc
☒ Comments/suggestions accessible for phys + older people

ORDINARY MEETING

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HAWKESBURY CITY COUNCIL POLICY

ADOPTED Community Gardens Policy

13. PROPOSED MANAGEMENT STRUCTURE FOR THE COMMUNITY GARDEN:

Will the garden organisational structure be an incorporated association?

YES ☒ NO ☐

Will the garden obtain public liability insurance?

YES ☒ NO ☐

How will decisions be made? in community consultation

.....

.....

What will be the proposed conflict resolution process? mediation as per BPCSI policies

.....

.....

How will new members be recruited? word of mouth, newsletters, signage

.....

.....

14. HOW WILL GARDENERS ENSURE THAT THERE ARE NO PROBLEMS WITH:

Odour: - type of compost and size of garden

Vandalism: natural security - adjacent to shops

Excessive noise: N/A

Site aesthetics - how the site looks small area adjacent to neighbourhood centre - garden beds will be the main feature

Rodents: Garden beds will be raised to (hopefully) obviate this problem

Parking: available

Non-gardener access: doesn't affect

Other: -

ORDINARY MEETING

Meeting Date: 26 August 2014

Item: 157 **SS - Representations - Funded Allied Health Services - (125300, 73736, 96328, 95496)**

REPORT:

Executive Summary

This report has been prepared to advise Council of a resolution of the Human Services Advisory Committee (HSAC), requesting that Council make representations to Council's local, State and Federal Members of Parliament and the Nepean Blue Mountains Local Health District, regarding the non-provision of funded allied health services to older residents in the Hawkesbury Local Government Area (Hawkesbury LGA). The report provides an outline of these concerns and how changes to funding arrangements have impacted on the availability of allied health services for older residents.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. The report advises Council of a resolution of one of its advisory committees which was established to provide advice to Council on human service issues impacting on residents. The resolution of the HSAC to request that Council consider making representations in relation to the matters canvassed in this report is consistent with this brief.

Background

A report on the provision of funded allied health services for older residents within the Hawkesbury LGA was included in the Business Paper for the July 2014 meeting of HSAC. The July meeting of HSAC was subsequently cancelled due to the lack of a quorum. However, the members of HSAC resolved by way of a circular e-mail resolution, to request that Council make representations in relation to this matter. This action was undertaken as it was determined that a response to the issues raised in the report could not be postponed until the next scheduled HSAC meeting to be held in late September, 2014.

The Constitution of the Human Services Advisory Committee enables the Committee to inform Council of *"human service issues where Council may be in a position to seek a resolution or advice regarding these issues through representation, lobbying and/or advocating to government agencies and/or elected representatives"*.

Allied Health Services funded under the Community Home Support Program

The Department of Social Services (DSS) has contracted agencies to provide allied health services under the Community Home Support Program – formerly the Home and Community Care Program (HACC).

The stated aim of the Community Home Support Program (CHSP) is *"to help older people living in the community maximise their independence, through the delivery of timely, high quality basic support services centred around each person's individual goals, preferences and choices - and underpinned by a strong emphasis on wellness and re-enablement - the Programme will help its clients stay living in their own homes for as long as they can and wish to do so."*

In practice, the purpose of CHSP is to provide outreach/home visiting services to older people to enable them to reasonably access a range of community support and allied health services (podiatry, speech pathology, occupational therapy, physiotherapy and dietary services). Where NSW Health agencies are contracted to provide these services, they are offered to the community free of charge.

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Within the Nepean Planning Area, which covers the Hawkesbury LGA, these funding contracts are primarily held by the Nepean Blue Mountains Local Health District (NBMLHD). In the past, these services contracted to NBMLHD were delivered to Hawkesbury residents via outreach clinics operated by the Hawkesbury District Health Service, or through outreach home visitation. Changes to these arrangements have impacted on the availability of allied health services as outlined below.

Contracted Services - Nepean Blue Mountains Local Health District (NBMLHD)

The NBMLHD distributes their allocated CHSP funds and services to NBMLHD Community Health Centres. The Hawkesbury District Health Centre is operated by Catholic Healthcare Limited but is essentially owned and funded by NSW Health via the NBMLHD, in accordance with a contract for service which is now 15 years old. The contract does not include any detail regarding CHSP funded services for the Hawkesbury LGA.

The Hawkesbury District Health Services Ltd (HDHS) has provided the following details regarding how the provision of funded allied health services has changed to the disadvantage of Hawkesbury residents:

- *Podiatry Services.* A podiatry service of 16 hours a week was previously provided at Hawkesbury District Health Centre (an outreach service funded and provided by NBMLHD). This service continued for 15 years until recently when the podiatrist informed HDHS that 8 of the 16 hours for the outreach service had been reallocated to Lemongrove Community Health Service in Penrith.
- *Occupational Therapy.* A 16 hours a week outreach home visiting service based at Lemongrove Community Health Centre in Penrith. As the Occupational Therapist is located outside of Hawkesbury LGA, there is significant time lost just in travel – travel time is not recorded as an 'output of service'. This means that a considerable proportion of the 16 hours is lost through travel.
- *Speech Pathology.* 16 hours a week was once provided at an outreach clinic at Hawkesbury District Health Centre. This arrangement had ceased and the service was nominally provided at Nepean Hospital as part of their Outpatient Service. Recently HDHS has been advised that 8 hours of outreach services have been reinstated, but that these hours would cover the Blue Mountains, Penrith and Hawkesbury LGAs. In practical terms unless a Hawkesbury resident travels to Penrith there are unlikely to be able to access funded speech pathology services.
- *Physiotherapy.* 16 hours a week was once provided to the Hawkesbury residents, outreached from Governor Phillip Hospital, Penrith. This service ceased.
- *Dietician.* Funding was awarded for a position to cover the Nepean Planning Area. NBMLHD was awarded the contract and subsequently employed a dietician who is based at the Lemongrove Community Health Centre. NBMLHD have since informed HDHS that the dietician would service Penrith and Blue Mountains but not Hawkesbury.
- *Growth Funding.* The DSS have advised that the 2013/2014 CHSP contract, entered into with NBMLHD for additional Allied Health Services, only covered the Penrith and Blue Mountains LGAs – further entrenching the inequitable provision of services to Hawkesbury residents.

Summary of Issues

Based on the advice received from the Hawkesbury District Health Service, it would appear that residents of the Hawkesbury are being denied equitable access to CHSP funded allied health services which the NBMLHD has been contracted to provide.

Since January 2013, HDHS has endeavoured to discuss the provision of equitable access to funded allied health service for Hawkesbury residents with both the NBMLHD and the DSS. Council staff have also sought advice from the DSS in relation to apparent non-provision of allied health services under the relevant CHSP funding contracts.

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The funding contracts for these allied health services were previously administered by the NSW Department of Ageing Disability and Home Care (ADHC) under the HACC Program. It was understood that these funding contracts have historically included the expectation that services would be delivered to Hawkesbury residents from service outlets based in the Hawkesbury. It would appear that this understanding has been lost following the transition of these funding contracts to the DSS under the aged care reform process.

The current position of the NBMLHD is that under its funding contract it is not required to provide CHSP funded allied health services to the Hawkesbury. Advice from the DSS supports this reinterpretation. Staff from the DSS, have advised that as the Department funds service providers at a regional level, then these providers have the discretion to select and target specific areas of need within a region. Accordingly, the DSS is not intending to take any action in relation to these issues.

In comparative terms, CHSP eligible residents within the Hawkesbury make up 20% of the eligible CHSP population within the Nepean Planning Area and nominally should be receiving 20% of CHSP funded outputs. This is not the case. In effect, Hawkesbury residents are being denied access to funded allied health services which are available to all other residents in Western Sydney.

The NBMLHD appears to be redirecting funds nominally provided for the provision of outreach allied health services to Hawkesbury residents, to meet internally derived priorities. In effect, Hawkesbury residents may well be subsidising services to Penrith and the Blue Mountains - whose residents by any measure probably have better access to health services than the residents of the Hawkesbury.

Consequently, the gap in the provision of CHSP allied health services within the Hawkesbury LGA means that the CHSP vision of supporting wellness and re-enablement cannot become reality for an older person living in the Hawkesbury.

Proposed Representations

In view of these issues, the HSAC has requested that Council undertake the following actions:

- "1. Council write to the Chief Executive of the Nepean Blue Mountains Local Health District to seek a response in relation to the issues raised in this report.*
- 2. Copies of this correspondence be forwarded to the Federal Member for Macquarie, with the request that she make representations to the Federal Minister for Social Services to investigate this matter, so as to ensure that the contracted service providers are delivering services to the residents of the Hawkesbury, in accordance with contracted outputs and the aims of the Community Home Support Program.*
- 3. The Federal Member for Macquarie to also be requested to make representations to the Federal Minister for Social Services, to draw the Ministers attention to the current gap in the provision of CHSP funded allied health services within the Hawkesbury LGA, and request that any future funding allocations under the CHSP Program should be granted to a CHSP Service Provider either located in the Hawkesbury LGA, or with a viable service outlet located in the Hawkesbury LGA.*
- 4. Copies of this correspondence be forwarded to the State Members for Hawkesbury, Londonderry and Riverstone, with the request that they make representations to the NSW Minister for Health to investigate this matter, so as to ensure that the Nepean Blue Mountains Local Health District take the necessary action to provide equitable access to the residents of the Hawkesbury to funded allied health services."*

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Conformance to the Hawkesbury Community Strategic Plan

The proposal is consistent with the Shaping Our Future Together Theme

- Maintain its independent identity and voice through strong local government and community institutions.

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

- Broaden the resources and funding available to our community by working with local and regional partners as well as other levels of government.

Financial Implications

There are no financial implications arising from this report.

RECOMMENDATION:

That Council make representations regarding the inequitable provision of allied health services to Hawkesbury residents funded under the Community Home Support Program, as outlined in this report.

ATTACHMENTS:

There are no supporting documents for this report.

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SECTION 4 - Reports of Committees

ROC **Hawkesbury Access and Inclusion Advisory Committee - 26 June 2014 - (124569, 96328)**

The meeting commenced at 4pm.

Present:	Mr Alan Aldrich Ms Debbie Court Mr Desmond Crane Mr Ken Ferris Mr Gary London Councillor Leigh Williams
Apologies:	Councillor Barry Calvert Ms Kate Barlow Mr Robert Bosshard Ms Carolyn Lucas Ms Mary-Jo McDonnell Ms Melanie Oxenham
In Attendance:	Joseph Litwin - Executive Manager - Community Partnerships Meagan Ang - Community Development Co-ordinator Lachlan McClure - Building and Associated Services Manager Jan Readford - Minute Secretary

REPORT:

RESOLVED on the motion of Mr Alan Aldrich and seconded by Mr Gary London that the apologies be accepted.

Attendance Register

Member	28/11/2013	27/2/2014	8/5/2014	26/6/2014		
Councillor Barry Calvert	A	✓	A	A		
Councillor Leigh Williams	✓	X	A	✓		
Mr Alan Aldrich	✓	✓	A	✓		
Ms Kate Barlow	N/A	N/A	✓	A		
Mr Robert Bosshard	✓	✓	✓	A		
Ms Debbie Court	✓	A	✓	✓		
Mr Desmond Crane	✓	✓	✓	✓		
Mr Ken Ferris	A	A	A	✓		
Ms Carolyn Lucas	✓	✓	✓	A		
Mr Gary London	N/A	✓	A	✓		
Ms Mary-Jo McDonnell	✓	✓	A	A		
Ms Melanie Oxenham	N/A	N/A	✓	A		

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

CONFIRMATION OF MINUTES

RESOLVED on the motion of Mr Desmond Crane and seconded by Ms Debbie Court that the Minutes of the Hawkesbury Access and Inclusion Advisory Committee held on the 8 May 2014, be confirmed.

SECTION 2 - Presentations to the Committee

1. Capital Works Program 2014/2015

Mr Litwin welcomed Mr Lachlan McClure, Manager Building and Associated Services to the meeting.

- Decking in Thompson Square

Mr McClure advised that the decking in front of five shops adjacent to Thompson Square will be replaced by Council. There are no heritage issues as the work does not impact on the buildings. Mr Ferris indicated the footpath and decking presented access issues and should be considered as part of the process.

Mr Aldrich indicated that the available space between tables and access to decking was an issue for wheelchair access. Mr McClure suggested that future licensing for tenants could include a requirement for accessibility. Mr Litwin indicated an access audit could be conducted prior to leasing the premises, with accessibility recommendations being provided to the shop owner. Mr Aldrich also recommended that the type of chair used in the facility be included in the lease arrangement as a requirement for accessibility.

Mr Litwin requested the final draft of the plans be provided to Ms Ang for discussion with the Committee.

- Oasis Aquatic and Leisure Centre

Mr McClure referred to the project to upgrade the facilities at the Oasis Aquatic and Leisure Centre, and advised that Council had lodged a grant application to build a new facility for the change room and shower recesses, however unfortunately, the application was not successful. Council has decided to improve the existing change rooms, and has funded \$100,000 from its 2013/2014 Operational Budget and a further \$314,000 allocated through Section 94 funding. The proposed concept plans were tabled and discussed.

Mr Aldrich referred to the accessible toilet and advised that it is essential that the wash basin be located adjacent to the toilet. Mr McClure agreed to review the location of the wash basin.

Ms Court enquired if a hoist will be installed to assist with moving people in and out of the shower. Ms Ang advised that Council has allocated funding for a mobile hoist. Ms Court advised that the YMCA NSW will purchase a separate hoist for the outdoor pool.

The Committee noted the added advantage of the family change rooms is increased safety for children, and that the improved showers will provide much needed privacy, alleviating pressure on the use of toilets as change areas.

Mr McClure will bring the updated plans back to the committee.

- CWA Hall, Richmond

Mr McClure advised that Council has also lodged an application for a grant for improvements to the CWA hall (opposite Library) in Richmond and tabled the proposed plan which will include accessible toilets. If successful, Council will request input from the Committee.

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- Mr Aldrich indicated that the slope in the footpath outside the Macquarie Arms Hotel, Windsor was a hazard for wheelchair access, as well as the footpath along George Street, Windsor. Mr McClure indicated that Macquarie Arms Hotel is heritage listed, and that any request relating to the footpath would need to be lodged with the Heritage Council for assessment. Any improvements to the footpath along George Street, Windsor would need to be addressed under the Heritage Council's Plan of Management. Ms Ang advised that the problem with the footpath in George Street, Windsor was recorded in the last audit conducted by the Committee.
- Mr Litwin advised that Mr Vaby will attend a future meeting to discuss other points of interest in the Capital Works Program 2014/2015.

Mr McClure left the meeting at 4:50pm.

SECTION 3 - Reports for Determination

Item 1: HAIAC - Draft Access and Inclusion Plan - (124569, 96328)

Previous Item: 5, HAIAC (7 April 2011)
7, HAIAC (16 June 2011)
11, HAIAC (6 October 2011)
17, HAIAC (24 November 2011)
23, HAIAC (28 June 2012)
5, HAIAC (28 November 2013)

DISCUSSION:

- Mr Litwin advised the Draft Access and Inclusion Plan sets out the actions that the community has requested to be included. The Committee will oversee the implementation of the Plan over the next few years. Mr Litwin will prepare a report for Council recommending that the Plan be placed on public exhibition. Following adoption, priorities will be established.
- Mr Ferris referred to access issues relating to the use of public toilets in parks, noting also the problems associated with vandalism, and suggested that Council consider the use and issue of a master locksmith access key (MLAK). The concept was developed in the UK and has proven to be successful.

Mr Crane has already acquired a MLAK, providing access to all external stand-alone toilets, including access toilets, across Australia, however with the exception of those in the Hawkesbury. An application process is easy, and the key is available at a cost of \$25.

Mr Aldrich advised the use of MLAK was considered in the past and deemed unsuitable for the Hawkesbury, however, given the fact that this type of access is already in use elsewhere, we are provided with a measure for the level of its requirement.

Mr Litwin will add this item to the Draft Access and Inclusion Plan 2014-2017.

- Mr Ferris referred to the Draft Access and Inclusion Plan and expressed concern about the time and effort required to promote a local expo for people with a disability, noting the existing bi-annual Expo held i.e. the Nepean Disability Expo in Penrith which is excellent. Peppercorn Services also host a family day in South Windsor. The Committee agreed that the introduction of another expo in the Hawkesbury may not be feasible. Mr Litwin indicated he would however include the request in the Plan to gauge feedback when the Plan goes out on public exhibition.

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- Mr Aldrich enquired if promotion of accessibility could be included at the Hawkesbury Show. Mr Litwin agreed this could be provided in Council's tent.
- Mr Ferris again referred to the Draft Plan and the issues raised relating to people's perception and understanding of improvements, and enquired if community consultation would assist in dealing with the issues. Mr Litwin advised that unfortunately only two people attended the recent workshop. Mr Litwin indicated that if the Committee thinks that further consultation is required, this can be organised.
- Mr Ferris noted the contribution of the Guide Dogs in the Hawkesbury, and suggested that in highlighting the work of the Guide Dogs Association would show an area of improvement for disabled individuals, and possibly attract people back to the area. Ms Court advised the inclusion of someone with a vision impairment on the Committee, and/or be involved in the audit process, also be an advantage. Councillor Williams suggested the invitation be included in the Resolution at Item 3. Ms Ang will invite a representative from the Guide Dogs Association to speak to the Committee.
- Mr Aldrich congratulated Council on the development of the Draft Access and Inclusion Plan.

RECOMMENDATION TO COMMITTEE:

1. The Committee review the Draft Hawkesbury Access and Inclusion Plan.
2. Subject to any amendments requested by the Committee, that the Draft Plan be reported to Council for public exhibition.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Ken Ferris, seconded by Mr Alan Aldrich.

That:

1. The Committee review the Draft Hawkesbury Access and Inclusion Plan.
2. Subject to any amendments requested by the Committee, that the Draft Plan be reported to Council for public exhibition.
3. A representative from the Guide Dogs Association be invited to attend the next Committee meeting.

Item 2: HAIAC - Access and Inclusion Committee Audits - (124569, 96328)

DISCUSSION:

- Ms Ang advised that the Committee has conducted an audit of the Windsor Mall, Nursery and Richmond Market Place from the train station. Ms Ang indicated the audit revealed that Richmond was far less accessible than Windsor. The reports from the audits will be forwarded to the various managers responsible.
- Mr Aldrich referred to the number of nursing homes in March Street and noted there is insufficient safe road crossings available for aged pedestrians to shop locally in March, Bossworth and Windsor Streets, suggesting that a cross in Chapel Street be installed, and traffic calming in March Street be implemented as a priority.

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- Mr Ferris agreed that footpath traffic is an issue and noted in particular the number of accidents incurred by people using motorised scooters. Issues relating to safe footpath need to be rectified. Ms Ang referred to the audit conducted and noted the Committee gave specific attention to these areas and agreed these this was of concern.
- Ms Ang advised that Chis Amit, Council's Design and Mapping Services Manager, is aware of the problems. A substantial number of repairs have already been done, including a pedestrian crossing on Windsor Street and West Market Street.
- Ms Ang advised that the areas identified of concern in the audit will be reported to various managers. Some things may have a budget requirement.
- Mr Crane advised that parking near Richmond Library is a problem.
- Mr Ferris referred to Windsor Mall and the trouble with access where some shops have a step at shop entry. Mr Litwin advised that some shops are privately owned and Council does not have a right to say what they can do. Council is currently going through a revitalisation program and will be the opportunity for areas of concern to be raised.
- Mr Litwin advised that as part of the audit process, Council is promoting accessibility to shop owners to be eligible for funding on 50:50 basis.
- Mr Litwin advised that audits will be conducted in Richmond and Windsor before moving into other areas.

RECOMMENDATION TO COMMITTEE:

That the Committee raise any matters for discussion relating to Access and Inclusion Committee Audits.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Ken Ferris, seconded by Mr Alan Aldrich.

That the information be received and comments noted.

SECTION 4 - General Business

1. Toilet Access – Deerubbin Centre

Mr Aldrich advised that the disabled toilet located upstairs in the Deerubbin Centre is kept locked. Mr Aldrich enquired if a second toilet could be provided downstairs.

Mr Litwin will lodge a request through Council's Customer Request system in relation to the concerns raised by Mr Aldrich.

The meeting terminated at 5:35pm.

Submitted to and confirmed at the meeting of the Hawkesbury Access and Inclusion Advisory Committee held on 28 August 2014.

oooO END OF REPORT Oooo

ORDINARY MEETING
Reports of Committees

ROC Local Traffic Committee - 11 August 2014 - (80245)

Minutes of the Meeting of the Local Traffic Committee held in the Large Committee Room, Windsor, on 11 August 2014 commencing at 3pm.

Present:	Councillor Kim Ford (Chairman) Inspector Ian Woodward, NSW Police Force Senior Constable David Gillard, NSW Police Force Mr Steve Grady, Busways
Apologies:	Mr James Suprain, Roads and Maritime Services Mr Bart Bassett, MP (Londonderry) Mr Ray Williams, MP (Hawkesbury) Mr Kevin Conolly, MP (Riverstone) Ms Jill Lewis, NSW Taxi Council
In Attendance:	Mr Chris Amit, Manager, Design and Mapping Services Ms Judy Wong, Community Safety Coordinator Ms Laurel Tweedie, Administrative Officer, Infrastructure Services

The Chairman tendered an apology on behalf of Mr James Suprain, Roads and Maritime Service and Mr Bart Bassett MP, (Londonderry), advising that Mr James Suprain, Roads and Maritime Service and Mr Bart Bassett MP, (Londonderry), concurred with recommendations as contained in the formal agenda and had granted proxy to himself to cast votes on their behalf.

SECTION 1 - Minutes

Item 1.1 Confirmation of Minutes

The Committee resolved on the motion of Inspector Ian Woodward, seconded by Councillor Kim Ford, that the minutes from the previous meeting held on Monday, 14 July 2014 be confirmed.

Item 1.2 Business Arising

There was no business arising from previous minutes.

SECTION 2 - Reports for Determination

Item: 2.1 LTC - 11 August 2014 - Item 2.1 - St Albans Endurance Ride 2014, St Albans - (Hawkesbury) - (80245, 85005, 117614)

REPORT:

Introduction:

An application has been received seeking approval (in traffic management terms) to conduct the St Albans Endurance Ride, in and around the St Albans area. The event will be held on Saturday, 27 and Sunday, 28 September 2014.

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The event organiser has advised:

- This is an annual event which has been held for over 30 years.
- The Endurance Horse Ride is a timed event and not a race.
- As part of the event a Training and Social Horse Ride which is non-competitive will also be undertaken.
- The event will be undertaken between 5am and 5pm.
- There will be approximately 100 participants for the event.
- Spectators are not expected for the event.
- Parking of vehicles will be predominantly on private land.
- Start and end point for the event will be at Camp Wollemi, located at No. 1467 Settlers Road, St Albans.
- Event Schedule;

Saturday, 27 September 2014:

- Event set up, opening and registration.

Sunday, 28 September 2014:

- Endurance Horse Ride: 100 kilometres (Legs 1, 2 and Leg 3).
- Training Horse Ride: 40 kilometres (Leg 2).
- Social Ride: 20 kilometres (Leg 3).
- Route/Course for the Rides:

Endurance Ride: 100 kilometres:
 - Leg 1 (40 kilometres): Riders will start at Camp Wollemi on Settlers Road and travel along Settlers Road and left into Wrights Creek Road, travel along Wrights Creek Road before passing into private property, National Park and along the Great Northern Road, right into Shepherds Gully Road, right into Settlers Road and return back to Camp Wollemi.
 - Leg 2 (40 kilometres): Riders will start at Camp Wollemi on Settlers Road and travel along Settlers Road and left into private property and through National Park and emerging from the Blue Hill Track and travel back along Wrights Creek Road, turn right into Settlers Road and return back to Camp Wollemi.
 - Leg 3 (20 kilometres): Riders will start at Camp Wollemi on Settlers Road and travel along Settlers Road and left into Wrights Creek Road, travel along Wrights Creek Road and turn around near the Blue Hill Track to travel back along Wrights Creek Road, turn right into Settlers Road and return back to Camp Wollemi.

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Training Ride: 40 kilometres:

- Leg 2 (40 kilometres): Riders will start at Camp Wollemi on Settlers Road and travel along Settlers Road and left into private property and through National Park and emerging from the Blue Hill Track and travel back along Wrights Creek Road, turn right into Settlers Road and return back to Camp Wollemi.

Social Ride: 20 kilometres:

- Leg 3 (20 kilometres) Riders will start at Camp Wollemi on Settlers Road and travel along Settlers Road and left into Wrights Creek Road, travel along Wrights Creek Road and turn around near the Blue Hill Track to travel back along Wrights Creek Road, turn right into Settlers Road and return back to Camp Wollemi.

- Road Inventory

The route/course of the ride will utilise the tracks within the Yengo National Park and private farmlands as well as the following public roads;

- Settlers Road – Sealed and Unsealed Road
- Wrights Creek Road - Unsealed Road
- Shepherds Gully Road – Unformed Road.

- The event is also traversing along the Great Northern Road, which is under the care and control of the National Parks and Wildlife Service (Office of Environment and Heritage).
- Road closures are not required.
- Warning signage shall be in place on all approaches to inform traffic of Horse and Riders ahead.
- All riders will be instructed to keep to the left hand side of the road and obey road rules.

Details of the Event Course Maps for the Endurance Horse Ride, Training Horse Ride and Social Ride are contained in Attachments 1 to 5.

Discussion:

It would be appropriate to classify the event as a “**Class 2**” special event under the “Traffic and Transport Management for Special Events” guidelines issued by the Roads and Maritime Services - RMS (formerly RTA) as this event may impact minor traffic and transport systems and there is a low scale disruption to the non-event community.

The event organiser has submitted the following items in relation to the event: Attachment 6 (ECM Document Nos: 4846300, 4848972 and 4878368)

1. Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
2. Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
3. Special Event Transport Management Plan Template – RTA (Roads and Maritime Services - RMS),
4. Traffic Management Plan (TMP) for the Shahzada Event in August 2014 and not this event;
5. Event Course Maps;
6. Copy of Insurance Policy which is valid to 01 January 2015, however does not include the Roads and Maritime Services as an Interested Party.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Inspector Ian Woodward, seconded by Councillor Kim Ford.

Support for the Recommendation: Unanimous

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <http://www.hawkesbury.nsw.gov.au/news-and-events/organising-an-event>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the Roads and Maritime Services - RMS (formerly RTA) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The St Albans Endurance Ride event, in and around the St Albans area, planned for Saturday, 27 and Sunday, 28 September 2014 be classified as a "**Class 2**" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

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

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- 4d. the event organiser is to **submit a Transport Management Plan (TMP) for the entire route/event incorporating a Traffic Control Plan (TCP) to Council and the Roads and Maritime Services - RMS (formerly RTA)** for acknowledgement. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements of the relevant Work Cover legislation;
- 4e. 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 Maritime Services - RMS (formerly RTA) as interested parties on the Policy** and that Policy is to cover **both on-road and off-road activities**;
- 4f. As the event will traverse public roads and require traffic control, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with the associated fee, to occupy the road;
- 4g. the event organiser is to ensure that dust along the unsealed sections of road utilised by the event participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be addressed and outlined in the TMP;
- 4h. the event organiser is to obtain approval from the National Parks and Wildlife Service (Office of Environment and Heritage) for the use of the Yengo National Park and the Great Northern Road; **a copy of this approval to be submitted to Council**;
- 4i. the event organiser is to obtain written approval from Councils' Parks and Recreation Section for the use of a Council Park/Reserve;
- 4j. the event organiser is to obtain approval from the NSW Department of Primary Industries for the use of any Crown Road or Crown Land; **a copy of this approval to be submitted to Council**;
- 4k. the event organiser is to obtain approval from the respective Land Owners for the use of their land as part of the route for the event; **a copy of this approval to be submitted to Council**;
- 4l. the event organiser is to obtain any necessary approvals from adjoining Councils; **a copy of this approval to be submitted to Council**;
- 4m. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);
- 4n. 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**;
- 4o. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council**;
- 4p. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence to be submitted to Council**;

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- 4q. the event organiser is to **submit** the completed "Traffic and Transport Management for Special Events – **Final Approval Application Form (Form C)**" to Council;

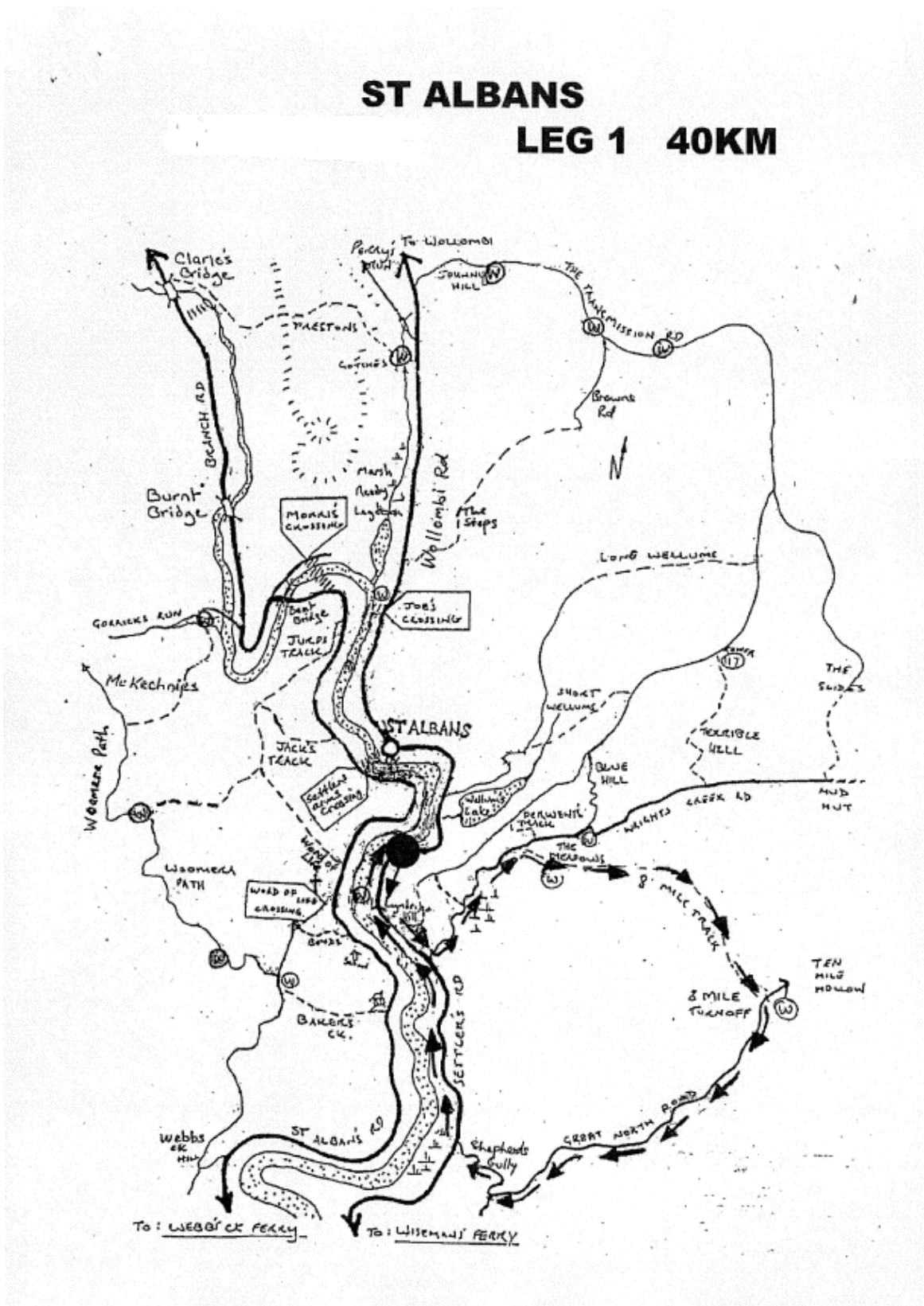
During the event:

- 4r. access is to be maintained for businesses, residents and their visitors;
- 4s. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4t. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4u. the riders are to be made aware of and are to follow all the general road user rules whilst riding on public roads;
- 4v. in accordance with the submitted TMP and associated TCP, appropriate advisory 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 Roads and Maritime Services - RMS (formerly RTA);
- 4w. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event;
- 4x. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity, and,
- 4y. the event organiser is to ensure that dust along the unsealed sections of road utilised by the event participants and those travelling to the event are mitigated by providing a water cart for the duration of the event. The method and frequency of watering is to be undertaken as outlined in the TMP.

APPENDICES:

- AT - 1** Event Course Map - Endurance Horse Ride: Leg 1 (40 kilometres).
- AT - 2** Event Course Map - Endurance Horse Ride: Leg 2 (40 kilometres).
- AT - 3** Event Course Map - Endurance Horse Ride: Leg 3 (20 kilometres).
- AT - 4** Event Course Map - Training Horse Ride: 40 kilometres.
- AT - 5** Event Course Map - Social Ride: 20 Kilometres.
- AT – 6** Special Event Application - (ECM Document Nos: 4846300, 4848972 and 4878368) - (see *attached*)

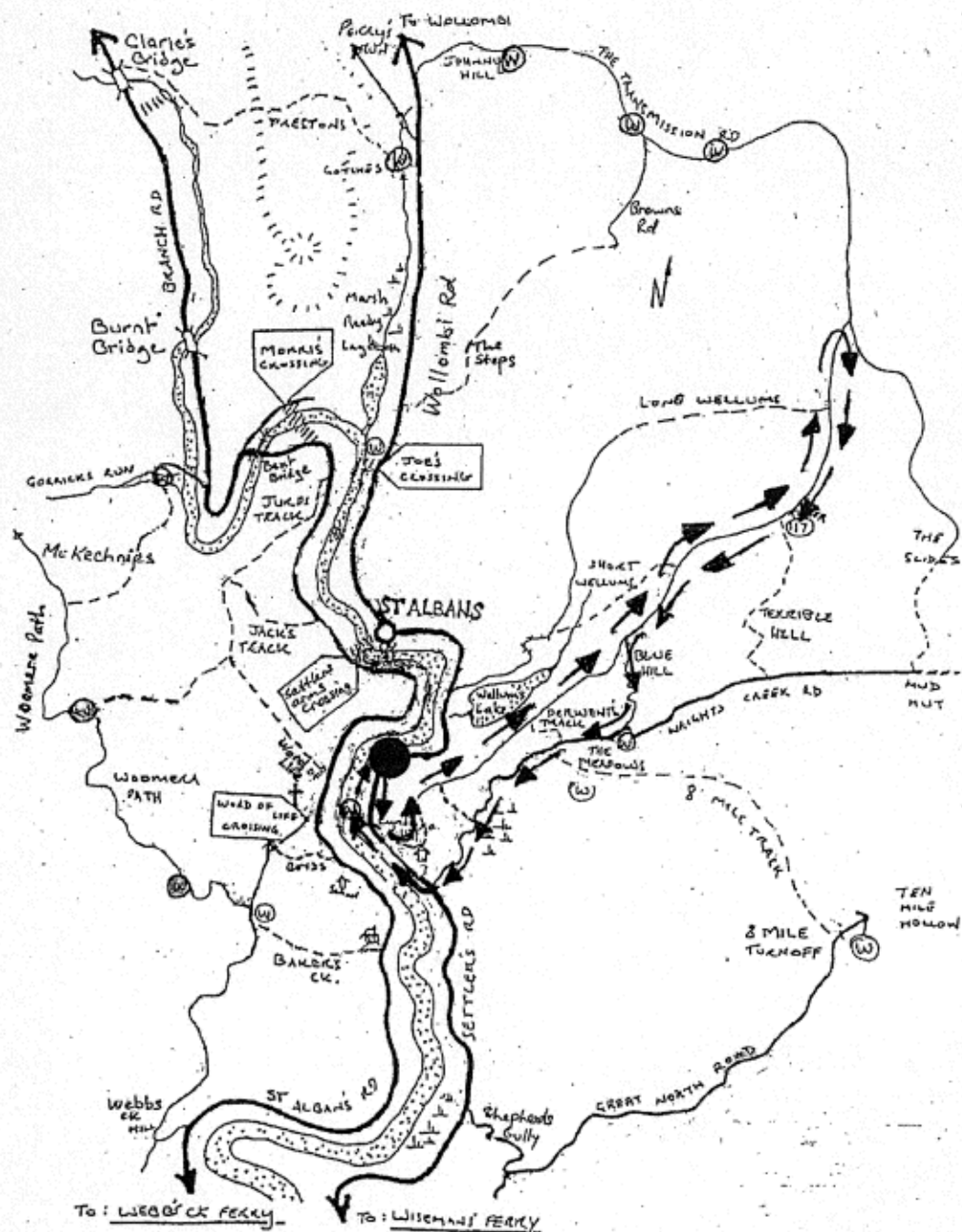
AT – 1 Event Course Map - Endurance Horse Ride: Leg 1 (40 kilometres)



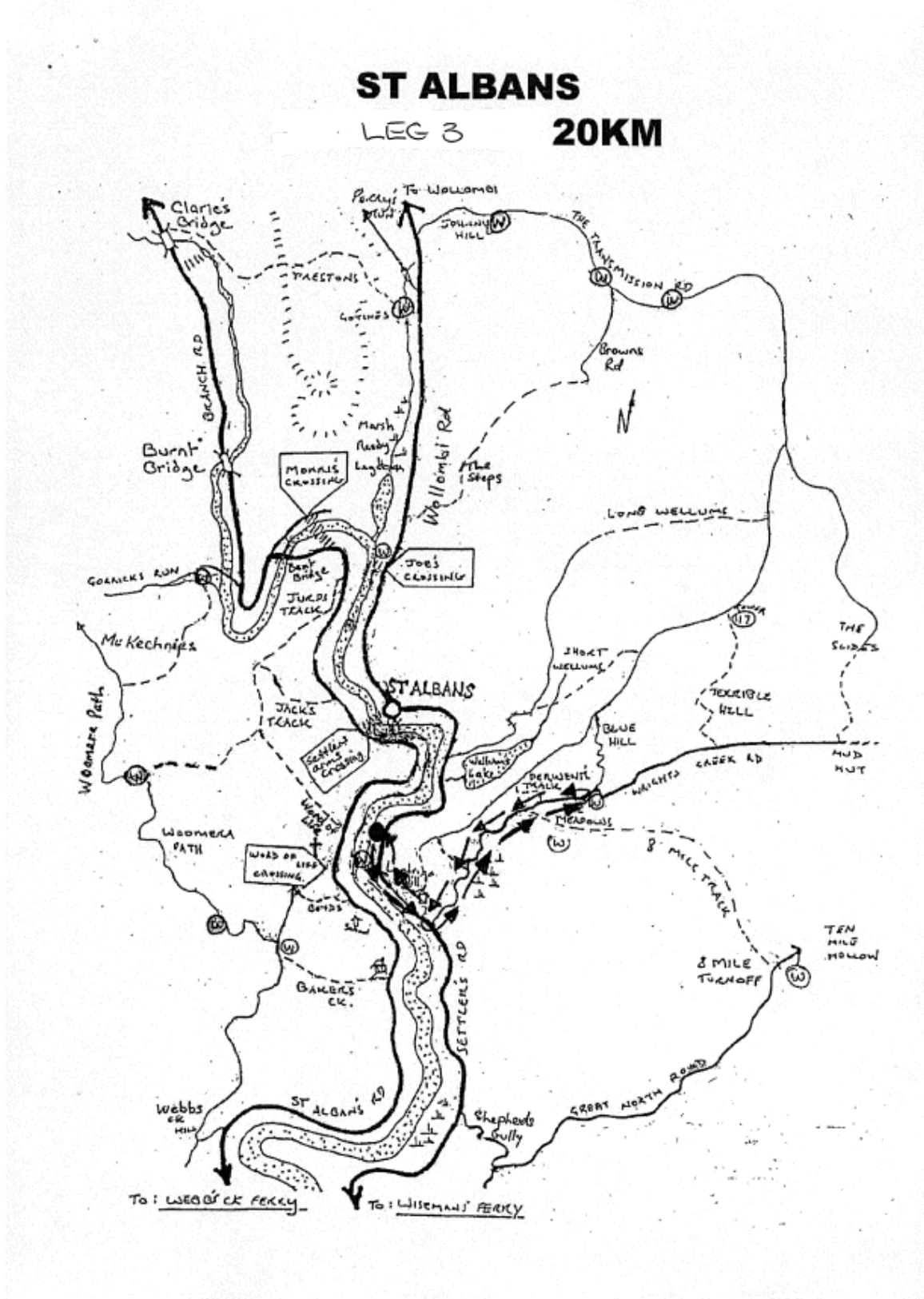
AT - 2 Event Course Map - Endurance Horse Ride: Leg 2 (40 kilometres)

ST ALBANS

LEG 2 40KM

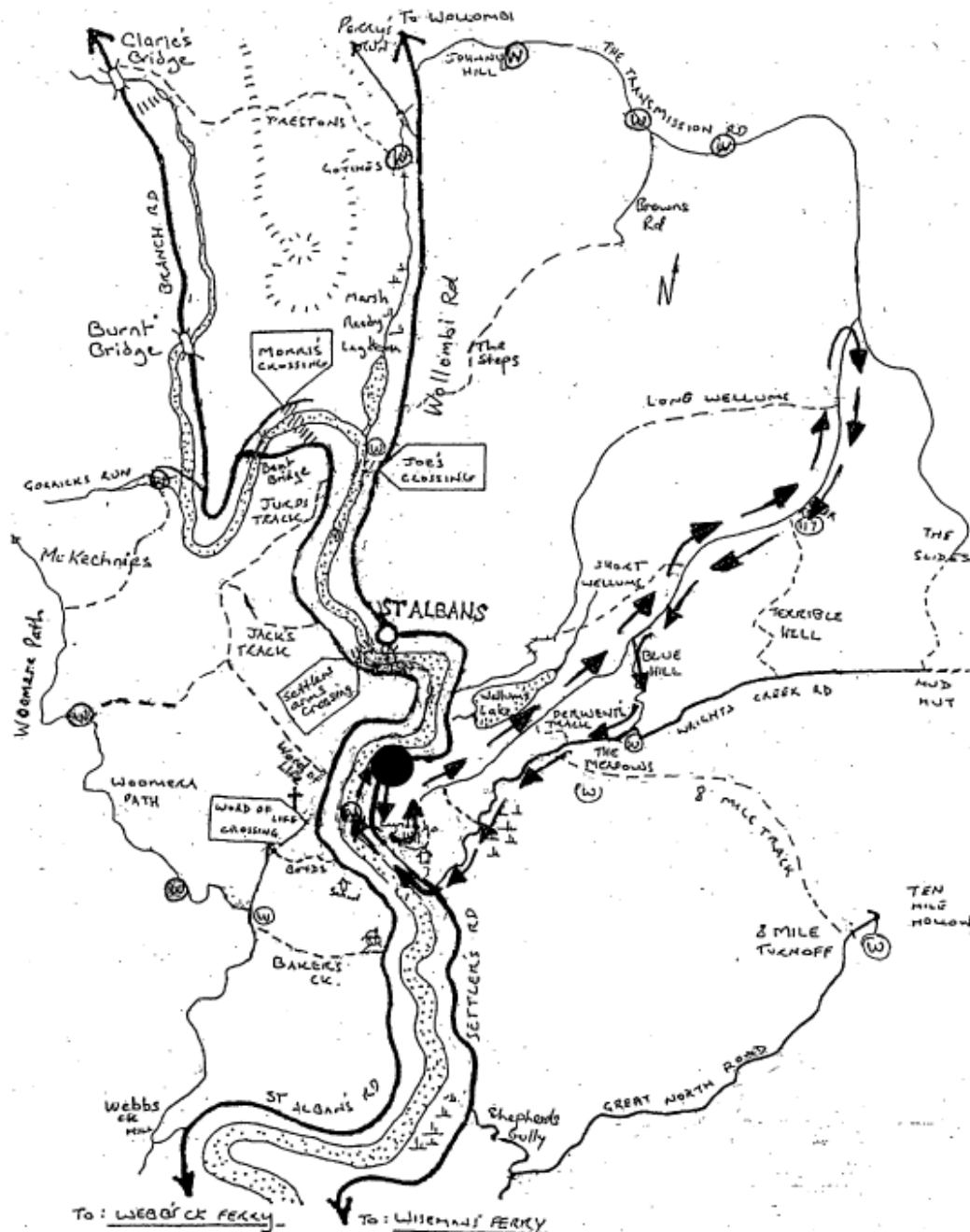


AT - 3 Event Course Map - Endurance Horse Ride: Leg 3 (20 kilometres)



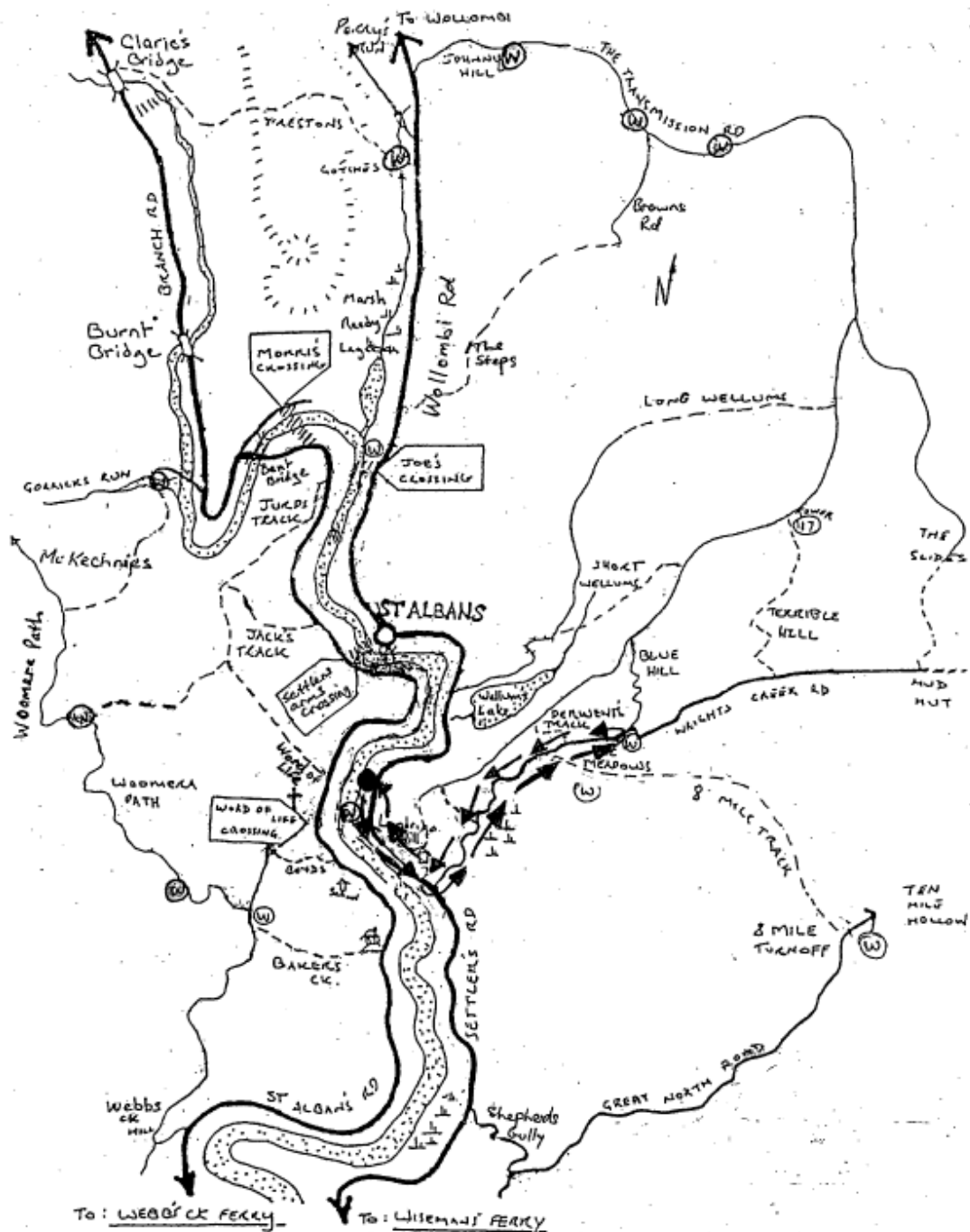
AT - 4 Event Course Map - Training Horse Ride: 40 kilometres

ST ALBANS TRAINING RIDE 40KM



AT - 5 Event Course Map - Social Ride: 20 kilometres

ST ALBANS SOCIAL RIDE 20KM



Item: 2.2 LTC - 11 August 2014 - Item 2.2 - West Market Street, Richmond - Proposed Bus Zone (Londonderry) - (80245, 125358)

REPORT:

Representation has been received from Busways, requesting the installation of a Bus Zone along the eastern side of West Market Street, Richmond, south of Windsor Street; in the vicinity of the Richmond Courthouse and Richmond CWA (No. 288 Windsor Street and No.18 West Market Street, respectively).

Busways have indicated that in the ongoing review of the bus services inherited from the previous operator in October 2013, they are continually refining previous practices so as to improve the efficiency, effectiveness and reliability of bus routes. This is frequently and appreciably achieved, by many smaller adjustments of bus routes which ultimately accompany the much less frequent and more extensive changes.

The request for the new bus zone in West Market Street will facilitate an improvement in the circulation of bus routes within the CBD. The adjustment to the route will also remove a significant number of bus movements from the often congested signalised intersection of Windsor Street and East Market Street.

The length of the Bus Zone required is 15.7 metres which is sufficient given that the bus can manoeuvre into the proposed zone taking into account the driveways on the approach and departure side of the proposed zone.

Busways have notified, in writing, the two affected properties at No. 288 Windsor Street (Richmond Court House) and No.18 West Market Street (Richmond CWA), advising them of the intention to request a Bus Zone in lieu of the existing parking restrictions and no objections were received.

Discussion:

The existing parking restrictions within the first 71 metres along the eastern side of West Market Street from its intersection with Windsor Street consists of a 'No Stopping' zone (11 metres), 'No Parking – Police Sheriff Vehicles Excepted' zone (30 metres) followed by a one hour parking zone (30 metres). The parking restriction zones extend across the side boundary of the Richmond Court House and the frontage to the Richmond CWA.

It is proposed to provide a 15.7 metre 'Bus Zone' on the eastern side of West Market Street, Richmond, replacing in part, the existing 'No Parking – Police Sheriff Vehicles Excepted' zone and the 1 Hour parking zone, adjacent to the side boundary of No. 288 Windsor Street (Richmond Court House) and the frontage of No.18 West Market Street (Richmond CWA). The proposed 'Bus Zone' will commence at an approximate distance of 38 metres from its intersection with Windsor Street (reducing the southern end of the existing 'No Parking - Police Sheriff Vehicles Excepted' zone by three metres) and extend in a southerly direction. The proposed 'Bus Zone' will terminate north of the driveway access to No.18 West Market Street (Richmond CWA).

Generally West Market Street allows for one hour parking with several 'No Parking' zones as well. Inspections of the site have revealed a relatively low uptake of the parking spaces at this particular location, and when occupied, more than ample parking spaces are available immediately south of this location. The provision of the proposed 'Bus Zone' will not compromise the overall available parking along West Market Street. There will be a loss of parking for approximately two vehicles.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Kim Ford, seconded by Inspector Ian Woodward.

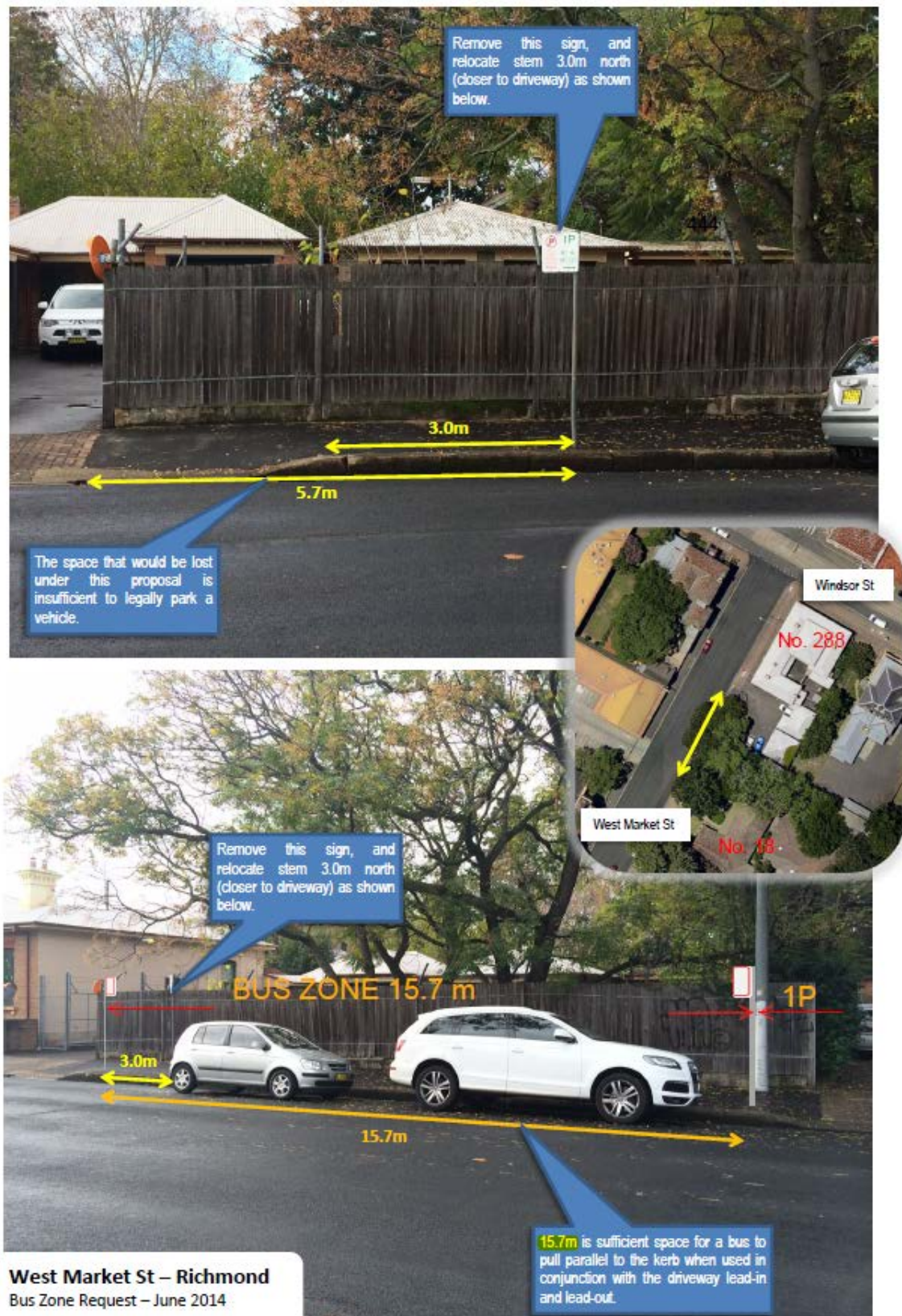
Support for the Recommendation: Unanimous

That a 15.7 metre 'Bus Zone' be provided on the eastern side of West Market Street, Richmond, replacing in part, the existing 'No Parking – Police Sheriff Vehicles Excepted' zone and the one hour parking zone adjacent to the side boundary of No. 288 Windsor Street (Richmond Court House) and the frontage of No.18 West Market Street (Richmond CWA). The proposed 'Bus Zone' will commence at an approximate distance of 38 metres from Windsor Street (reducing the southern end of the existing 'No Parking - Police Sheriff Vehicles Excepted' zone by 3 metres) and extend in a southerly direction.

APPENDICES:

AT – 1 Site Plan of proposed 'Bus Zone' West Market Street, Richmond

AT – 1 Site Plan of proposed 'Bus Zone' West Market Street, Richmond



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Item: 2.3 LTC - 11 August 2014 - Item 2.3 - Ride to Conquer Cancer (Londonderry and Riverstone) - (80245, 131297)

REPORT:

An application has been received seeking approval (in traffic management terms) to conduct the Ride to Conquer Cancer event on Saturday, 11 and Sunday, 12 October 2014.

The event organiser has advised;

- The Ride to Conquer Cancer event is a two day fully supported cycling event from Sydney Olympic Park to Macquarie Park, Freemans Reach;
- This is the first time this event is being undertaken in the Hawkesbury Local Government Area;
- Up to 1,500 participants raise money for charity to qualify for the ride;
- The charity organisation raises millions of dollars each year to donate towards cancer research;
- The participants ride for approximately 100km from Sydney Olympic Park, Homebush to Windsor, camp overnight in Macquarie Park with the return trip the following day back to Sydney Olympic Park.
- Approximately 200 to 300 spectators are expected;
- The ride is completed over two days and is not a race;
- Event Schedule;

Saturday, 11 October 2014:

- Commence between 6:40am and 7:40am from Sydney Olympic Park, Homebush,
- Ride approximately 100 kilometres to Windsor and camp overnight,
- First riders expected in Windsor at approximately 10:20am and the last riders by 5:20pm.

Sunday, 12 October 2014:

- Commence between 6:40am and 7am from Macquarie Park, Freemans Reach,
- Ride approximately 112 kilometres and return to Sydney Olympic Park, Homebush,
- First riders expected in Sydney Olympic Park at approximately 10:15am and the last riders by 6:15pm.
- The Ride will be conducted along the following route within the Hawkesbury LGA on Saturday, 11 October 2014 (approximate distance of 18.1 kilometres):
 - The Ride will enter the Hawkesbury LGA along Castlereagh Road, Agnes Banks (RMS) traveling in a northerly direction from the Penrith LGA, past Springwood Road and into Bosworth Street.
 - Travel along Bosworth Street, across the signalised intersection of March Street (RMS), to Windsor Street and turn left at the roundabout;
 - Travel along Windsor Street and turn right into Francis Street. (Smith Park, Francis Street will be the designated Pit Stop No. Three);
 - Travel along Francis Street and turn left into Onus Lane;
 - Travel along Onus Lane and straight into Cornwells Lane;
 - Travel along Cornwells Lane and turn right into Cornwallis Road;
 - Travel along Cornwallis Road and straight into Greenway Crescent;

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- Travel along Greenway Crescent and turn left into Moses Street;
 - Travel along Moses Street and turn left into The Terrace;
 - Travels along The Terrace and turn right into Baker Street;
 - Travel along Baker Street and turn left into George Street;
 - Travel along George Street to the roundabout at Bridge Street (RMS) and turn left;
 - Travel along Bridge Street (RMS), across the Windsor Bridge (RMS) over the Hawkesbury River, into Wilberforce Road (RMS) and turn left into Macquarie Park.
- The Ride will be conducted along the following route within the Hawkesbury LGA on Sunday, 12 October 2014 (approximate distance of 17.5 kilometres):
 - The Ride will commence from Macquarie Park and turn right into Wilberforce Road (RMS);
 - Travel along Wilberforce Road (RMS), across the Windsor Bridge (RMS) over the Hawkesbury River, into Bridge Street (RMS) and turn right into The Terrace. (Wilberforce Road, Bridge Street and Windsor Bridge will be under traffic control and a reduced speed limit to ensure the safe passage of riders);
 - Travel along The Terrace and turn right into Moses Street;
 - Travel along Moses Street and turn right into Greenway Crescent;
 - Travel along Greenway Crescent and straight into Cornwallis Road;
 - Travel along Cornwallis Road and turn left into Cornwells Lane;
 - Travel along Cornwells Lane and straight into Onus Lane;
 - Travel along Onus Lane and turn left into Francis Street;
 - Travel along Francis Street and turn right into Bourke Street;
 - Travel along Bourke Street, across the signalised intersection of Windsor Street (RMS), the railway level crossing at East Richmond Railway Station, the signalised intersection of Lennox Street (RMS), and turn right into College Street;
 - Travel along College Street and turn left into Londonderry Road (RMS).
 - Travel along Londonderry Road (RMS), travelling in a southerly direction and entering the Penrith LGA at a point past The Driftway.
 - Participants will not have exclusive use of roadways. They will ride in traffic and must obey all road rules such as traffic signals, stop and give way signs, giving way to vehicles in a roundabout and directions given by Police or traffic controllers;
 - Traffic control will be implemented to help relieve congestion and improve safety at some intersections;
 - Special Event Clearways are not required for this event;
 - Full and Part Road Closures will be required along the route between Homebush and Windsor (Freemans Reach);
 - Part Road Closures proposed within the Hawkesbury LGA are mainly within the Richmond Lowlands area. The roads will be closed to through traffic whilst allowing resident access. The following Part Road Closures are proposed on Sunday, 12 October 2014 between 6:15am and 8:30am:
 - Greenway Crescent, between Moses Street and Cornwallis Road,
 - Cornwallis Road between Greenway Crescent and Cornwells Lane; which includes its intersections with Cordners Lane and Cupitts Lane,
 - Cupitts Lane between Percival Street and Cornwallis Road,
 - Cornwells Lane between Cornwallis Road and Onus/Powells Lane; which includes its intersection with Bensons Lane,
 - Bensons Lane between Francis Street and Cornwells Lane,
 - Onus Lane between Cornwells/Powells Lane and Francis Street,
 - The safety of the event will be improved with the removal of through traffic along the specified roads;

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- Changes to speed limits along various RMS roads will be implemented. This includes a reduction in speed limit from 60km/h to 40km/h along Wilberforce road, Windsor Bridge and Bridge Street during the commencement of the ride on Sunday, 12 October 2014;
- Community consultation has been undertaken relating to the proposed part road closures by way of a letter to affected owners, residents and businesses. The response has been positive with support for the event with no responses received rejecting the event.

The Route Maps for the Event are contained in Attachment 1 and 2.

Discussion:

The event is a cross regional event as it will traverse across several Local Government Areas and cross/traverse classified roads. It would be appropriate to classify the event as a **"Class 1"** special event under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads and Maritime Services - RMS (formerly RTA) as the event may impact on major traffic and transport systems, which includes the proposed part road closures and speed zone reductions, and there may be significant disruption to the non-event community.

Wilberforce Road, Bridge Street and Windsor Bridge, under the care and control of the Roads and Maritime Services will be under traffic control and a reduced speed limit to ensure the safe passage of riders on Sunday, 12 October 2014.

The following Part Road Closures are proposed for Sunday, 12 October 2014, between 6:15am and 8:30am;

- Greenway Crescent between Moses Street and Cornwallis Road, for a distance of 430 metres;
- Cornwallis Road between Greenway Crescent and Cornwells Lane; which includes its intersections with Cordners Lane and Cupitts Lane, for a distance of 6,670 metres;
- Cupitts Lane between Percival Street and Cornwallis Road, for a distance of 1,890 metres;
- Cornwells Lane between Cornwallis Road and Onus/Powells Lane; which includes its intersection with Bensons Lane, for a distance of 2,275 metres;
- Bensons Lane between Francis Street and Cornwells Lane, for a distance of 1,945 metres;
- Onus Lane between Cornwells/Powells Lane and Francis Street, for a distance of 1,185 metres;
- There are approximately 100 properties along the proposed part road closure section of the route. The majority of the properties are rural properties with residential properties mainly along Greenway Crescent.
- The majority of adjoining property owners have been consulted and are supportive of the event.
- The majority of roads proposed to be closed for the event are generally in the Cornwallis/Richmond Lowlands area and have low traffic volumes.

Speed limits, traffic volume and road width details are provided in the following table;

Hawkesbury LGA Route			
Agnes Banks/Richmond/Richmond Lowlands/Cornwallis/Windsor/Freemans Reach			
Road Name	Speed Limit (km/h)	ADT (Year)	Sealed Carriageway Width (m)
Castlereagh Road (RMS)	60/80	Data not available	6.0 and variable
Bosworth Street	50/60	2087 (2000)	12.2 to 12.9
Windsor Street	50	878 (2007)	6 to 13
Francis Street	50	977 (2000)	6.2 to 7
Onus Lane	50/80	137 (2008)	4.6
Cornwells Lane	80	104 (2008)	5.0 to 5.6

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Hawkesbury LGA Route Agnes Banks/Richmond/Richmond Lowlands/Cornwallis/Windsor/Freemans Reach			
Road Name	Speed Limit (km/h)	ADT (Year)	Sealed Carriageway Width (m)
Cornwallis Road	80	Data not available	4.2 to 6.2 and 5.5 at Bridge over Cooley Creek
Greenway Crescent	50	470 (1997)	7.8 and 5.5 at Bridge over Rickabys Creek
Moses Street	50	1024 (1990)	12 to 16
The Terrace	50	3453 (2011)	6 to 12
Baker Street	50	4853 (1999)	9.2 to 12.5
George Street	50	7158 (1995)	10 to 17
Bridge Street (RMS)	60	Data not available	8 to 10
Wilberforce Road (RMS)	60	Data not available	6.2 to 14 and 6.2 at Windsor Bridge
Bourke Street	50/60	6389 (1993)	10.2 to 12.2
College Street	50	1803 (2011)	9.4
Londonderry Road (RMS)	60/80	5770 (1993)	6.6 to 7.6

The event organiser has submitted the following items in relation to the event: Attachment 3 (ECM Document No: 4884320):

1. Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
2. Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
3. Special Event Transport Management Plan Template – RTA (Roads and Maritime Services - RMS),
4. Draft Transport Management Plan – referred to in the application as Traffic Management Plan (TMP) and Traffic Control Plans (TCP),
5. Event Route Maps,
6. Copy of Insurance Policy which is valid to 31 May 2015, however does not include Hawkesbury City Council, the Transport Management Centre and the Roads and Maritime Services as an Interested Parties;
7. Copy of Consultation letter to Residents and Business Owners along the proposed part road closures.

Approval to utilise Macquarie Park on Saturday, 11 and Sunday, 12 October 2014 has been provided under separate cover.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Kim Ford, seconded by Inspector Ian Woodward.

Support for the Recommendation: Unanimous

That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <http://www.hawkesbury.nsw.gov.au/news-and-events/organising-an-event>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the Roads and Maritime Services - RMS (formerly RTA) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Ride to Conquer Cancer event planned for Saturday, 11 October and Sunday, 12 October 2014, be classified as a "**Class 1**" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted, the following road closures and traffic control measures:
 - Part Road Closure; Greenway Crescent between Moses Street and Cornwallis Road, for a distance of 430 metres;
 - Part Road Closure; Cornwallis Road between Greenway Crescent and Cornwells Lane; which includes its intersections with Cordners Lane and Cupitts Lane, for a distance of 6670 metres;
 - Part Road Closure; Cupitts Lane between Percival Street and Cornwallis Road, for a distance of 1890 metres;
 - Part Road Closure; Cornwells Lane between Cornwallis Road and Onus/Powells Lane; which includes its intersection with Bensons Lane, for a distance of 2275 metres;
 - Part Road Closure; Bensons Lane between Francis Street and Cornwells Lane, for a distance of 1945 metres;
 - Part Road Closure; Onus Lane between Cornwells/Powells Lane and Francis Street, for a distance of 1185 metres;
 - Part Road Closures only permitted for Sunday, 12 October 2014, between 6:15am and 8:30am.
 - No other road closures are permitted.

and the following conditions;

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Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health and Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc. during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally council has an events template which can be provided to assist in identifying and controlling risks);
- 4b. the event organiser is to assess the risk and address the suitability of the entire route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to the event;
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; **a copy of the Police Force approval to be submitted to Council;**
- 4d. the event organiser is to obtain approval from the Transport Management Centre – TMC as this is a "Class 1" event and the event will cross/traverse along classified roads which includes proposed temporary speed reductions; **a copy of the Transport Management Centre – TMC approval to be submitted to Council;**
- 4e. the event organiser is to obtain approval from the **Transport Management Centre – TMC** as part road closures are proposed; **a copy of the Transport Management Centre – TMC approval to be submitted to Council;**
- 4f. the event organiser is to **submit a Transport Management Plan (TMP) for the entire route/event incorporating a Traffic Control Plan (TCP)** which needs to include details such as the specific position of barriers, signs etc. required for the proposed road closures and traffic diversions **to Council and the Transport Management Centre (TMC)** for acknowledgement. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements of the relevant Work Cover legislation;
- 4g. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than **\$20,000,000 noting Council, the Transport Management Centre (TMC) and the Roads and Maritime Services - RMS (formerly RTA) as interested parties on the Policy** and that Policy is to cover **both on-road and off-road activities;**
- 4h. As the event will traverse public roads and require traffic control, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with the associated fee, to occupy the road;
- 4i. the event organiser is to obtain any necessary approvals from adjoining Councils; **a copy of this approval to be submitted to Council;**
- 4j. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures, road closures, detour routes 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

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medium);

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

During the event:

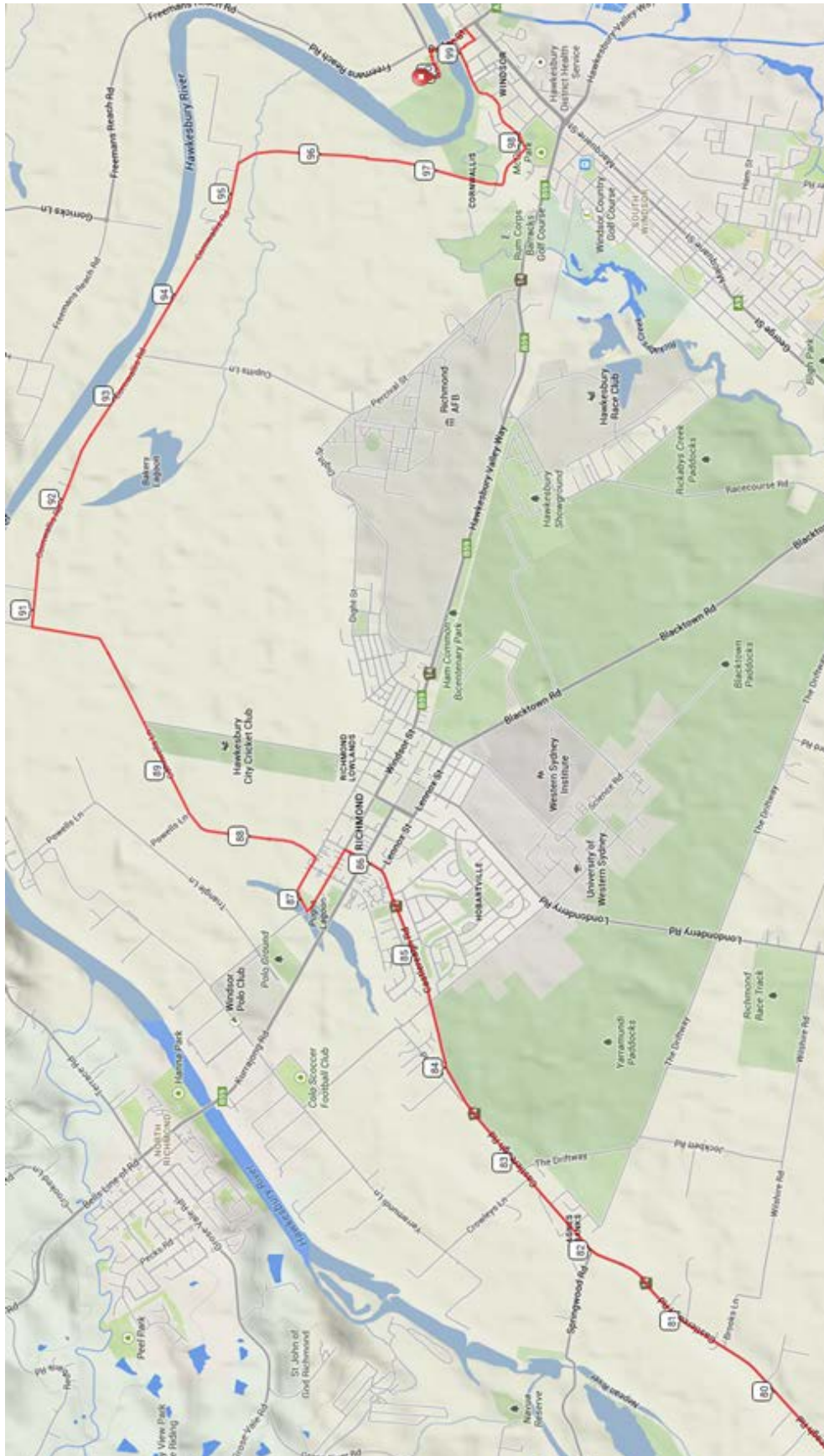
- 4o. access is to be maintained for businesses, residents and their visitors;
- 4p. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4q. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4r. the cyclists are to be made aware of and are to follow all the general road user rules whilst cycling on public roads;
- 4s. in accordance with the submitted TMP and associated TCP, appropriate advisory signs - including temporary speed restriction signs (subject to RMS and TMC requirements), shall be placed at the event organiser's expense after all the required approvals are obtained from the relevant authorities - and traffic control devices are to be placed along the event and detour route (including the part road closure points), during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4t. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4u. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity.

APPENDICES:

- AT – 1** Ride to Conquer Cancer - Route Map - Saturday, 11 October 2014.
- AT – 2** Ride to Conquer Cancer - Route Map - Sunday, 12 October 2014.
- AT – 3** Special Event Application - (ECM Document No: 4884320) - *see attached*

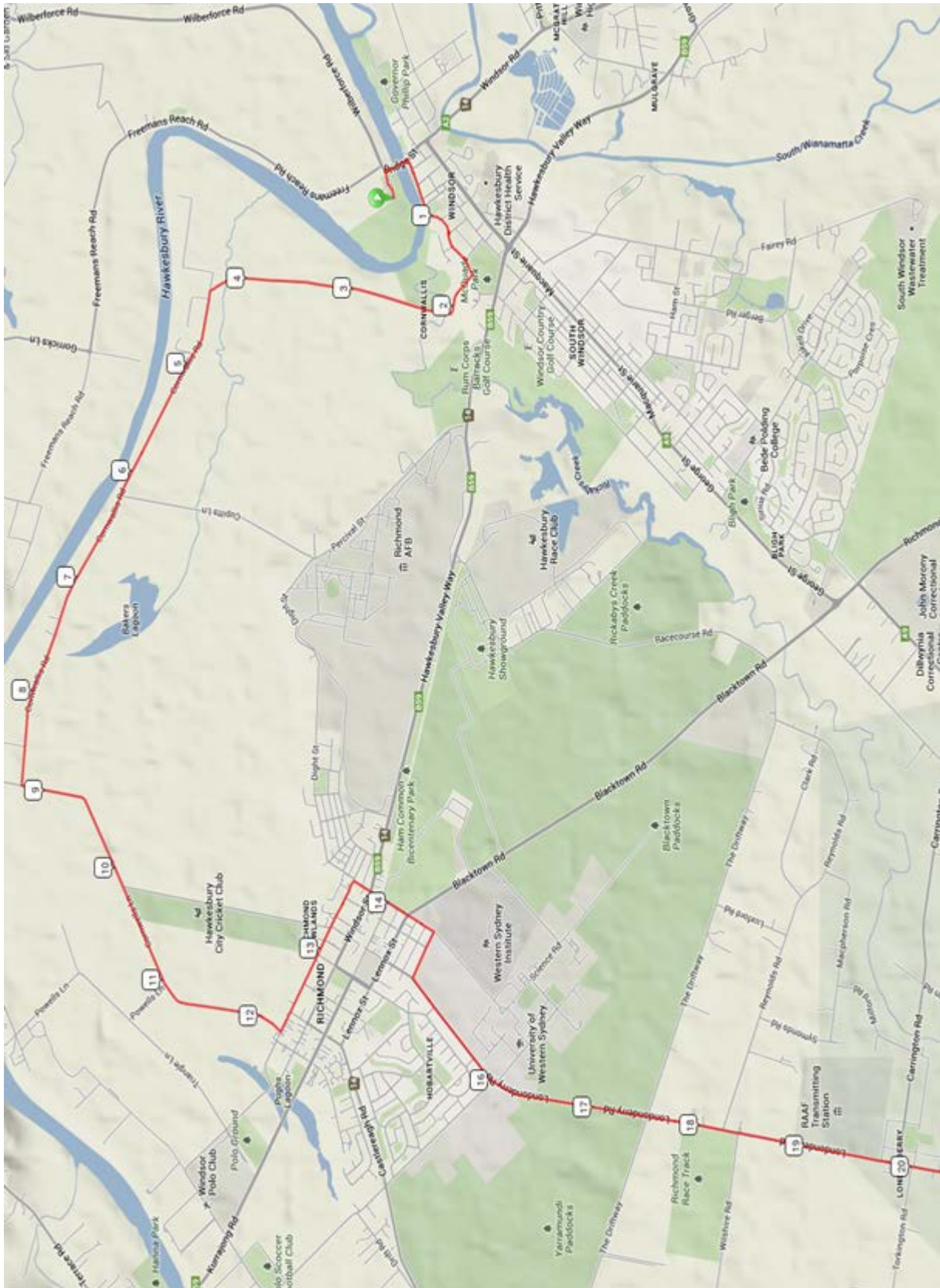
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AT – 1 Ride to Conquer Cancer - Route Map - Saturday, 11 October 2014



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AT – 2 Ride to Conquer Cancer - Route Map - Sunday, 12 October 2014



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Item: 2.4 LTC - 11 August 2014 - Item 2.4 - The Hawkesbury 120 Ski Race Classic 2014 - (Hawkesbury, Londonderry and Riverstone) - (80245, 92138)

REPORT:

Introduction:

An application has been received from Ski Racing NSW Inc, seeking approval (in traffic management terms) to conduct the Hawkesbury 120 Ski Race Classic on Saturday, 30 and Sunday, 31 August 2014.

The event organiser has advised;

- The Hawkesbury 120 Ski Race Classic is an annual event initially undertaken in 2006.
- The Hawkesbury 120 Ski Race Classic is an annual water ski race along the Hawkesbury River.
- Event Schedule:

Friday, 29 August 2014:

- Vessel safety scrutineering at Governor Phillip Park, Windsor
- Start and Finish times: 12pm to 5pm.

Saturday, 30 August 2014:

- Ski Race from Governor Philip Park, Windsor to Sackville Ski Gardens, Tizzana Road, Sackville and return.
- Start and Finish times: 9am to 4pm.
- Set Up and Pack Down Times: 6am to 6pm.

Sunday, 31 August 2014:

- Ski Race from Governor Philip Park, Windsor to NSW Ski Grounds Caravan Park (Known as NSW Ski Gardens) at River Road, Wisemans Ferry and return.
- Start and Finish times: 9am to 5pm.
- Set Up and Pack Down Times: 6am to 8pm.
- The suspension/reduced operation of ferry services, controlled by the Roads and Maritime Services - RMS (formerly RTA) and Council, is required on Sunday, 31 August 2014:

Lower Portland Ferry (HCC):

- 8am to 4pm - Total suspension. Requested as there is poor sight distance leading to the ferry due to the bends in the river. The total suspension will enable a free flow of competitors across the ferry crossing.

Sackville Ferry (RMS):

- 8am to 4pm - Reduced Operation of the ferry, whereby a full load of vehicles are to be aboard prior to the ferry undertaking a crossing. The reduced operation will enable free flow of competitors across the ferry crossing.
- Webbs Creek Ferry and Wisemans Ferry are located downstream to the NSW Ski Gardens, and subsequently these ferry operations are not affected.

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- The suspension/reduced operation of the ferry services is required for safety reasons. Emergency vehicles will be allowed access at all times. The ferries will operate in the event of an emergency and competitors will be stopped to ensure the safety of all.
- Safety vessels with crews will be placed on the relevant side of the ferry with suitable equipment to indicate to competitors that the ferry may be operating.
- The course vessels will have radio communications with a marshal on both ferries and the respective ferry masters.
- The event organiser acknowledges that either Council or the RMS on the day may have the need to alter the suspension or reduced services of the ferries at their discretion.
- The number of entries (competitors and boat trailers) expected is approximately 200 (boats) for the event. Up to four participants per boat made up of the Driver, Observer and possibly two skiers.
- Approximately 1,500 to 2,000 spectators are expected at the start/finish venue at Governor Phillip Park, Windsor.
- Parking will be at Governor Phillip Park with additional parking available off street utilising vacant land adjacent to Governor Phillip Park. There will be an increase to traffic flow on roads surrounding Governor Phillip Park; however the effect on traffic is not expected to be significant. The 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, but historically there have been no issues with traffic in these areas.
- Road closures are not required other than the closure of the approach roads to the two ferries along the Hawkesbury River.
- Advance warning with VMS will be located at;
 - Windsor Road, McGraths Hill between Pitt Town Road and South Creek,
 - Wilberforce Road, Freemans Reach.

Discussion:

The event organiser is seeking Council and RMS approval for the suspension and reduced operation of the following Ferry Services on Sunday, 31 August 2014:

- Lower Portland Ferry (HCC): 8am to 4pm (Total Suspension),
- Sackville Ferry (RMS): 8am to 4pm (Reduced Operation),

Webbs Creek Ferry and Wisemans Ferry are located downstream to the NSW Ski Gardens, and subsequently these ferry operations are not affected on Sunday, 31 August 2014.

Ferry operations are not affected on Saturday, 30 August 2014, as Wisemans Ferry, Webbs Creek Ferry, Sackville Ferry and Lower Portland Ferry are all located downstream of the Sackville Ski Gardens.

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

Reduced Operation of the Sackville Ferry will apply, whereby a full load of vehicles are to be aboard prior to the ferry undertaking a crossing. The reduced operation of the ferry will enable free flow of competitors across the ferry crossing.

Emergency vehicles will be allowed access onto the ferries. Safety vessels with crew will be placed on the relevant side of the ferries 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 Sackville Ferry Service is the under the care and control of the Roads and Maritime Services - RMS (formerly RTA).

The event will be held principally along the Hawkesbury River with the event organiser requesting exclusive use of the River from the Roads and Maritime Services - RMS (formerly NSW Maritime). The spectators travelling to the event, and in particular to Governor Phillip Park, may impact heavily on the state road network along Windsor Road, Macquarie Street, Wilberforce Road and Bridge Street as well as the local roads such as George Street and Court Street. Furthermore the suspension/reduced operation of the Ferry services and subsequent road closures leading to the ferries (one RMS Ferry and one HCC Ferry) will have an impact on the adjacent road network in the vicinity of the ferries. The reduced operation of the RMS ferry is affectively closing a State road. It would be appropriate to classify the event as a **“Class 1”** special event under the “Traffic and Transport Management for Special Events” guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).

As the event is classified as a **“Class 1”** event, approval is to be sought directly by the event organiser for any alterations to the operation of the Sackville Ferry service from the Transport Management Centre (TMC).

The event organiser has submitted the following items in relation to the event: Attachment 1 (ECM Document No: 4891571):

1. Traffic and Transport Management for Special Events – HCC: Form A – Initial Approval - Application Form,
2. Traffic and Transport Management for Special Events – HCC: Form B – Initial Approval Application - Checklist,
3. Special Event Transport Management Plan Template – RTA (Roads and Maritime Services - RMS),
4. Transport Management Plan (TMP) – without the associated Traffic Control Plans (TCP),
5. Copy of the application to the NSW Police Force,
6. Copy of the Advertisement for the Event, which includes ferry operating times that conflict with the times indicated in the TMP,
7. Copy of the correspondence to be forwarded to the Residents and Businesses,
8. Copies of correspondence forwarded to the NSW Police Force, NSW Ambulance Service, Windsor Fire Brigade, Richmond Fire Brigade (Fire and Rescue NSW), SES and the Roads and Maritime Services - RMS (formerly RTA).

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Inspector Ian Woodward, seconded by Councillor Kim Ford.

Support for the Recommendation: Unanimous

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That:

1. The approval conditions listed below relate only to matters affecting the traffic management of the event. The event organiser must obtain all other relevant approvals for this event. The event organiser must visit Council's web site, <http://www.hawkesbury.nsw.gov.au/news-and-events/organising-an-event>, and refer to the documentation contained within this link which relates to other approvals that may be required for the event as a whole. It is the responsibility of the event organiser to ensure that they comply with the contents and requirements of this information which includes the Roads and Maritime Services - RMS (formerly RTA) publication "Guide to Traffic and Transport Management for Special Events" (Version 3.4) and the Hawkesbury City Council special event information package.
2. The Hawkesbury 120 Ski Race Classic 2014 event planned for 29, 30 and 31 August 2014 be classified as a "**Class 1**" special event, in terms of traffic management, under the "Traffic and Transport Management for Special Events" guidelines issued by the Roads and Maritime Services - RMS (formerly RTA).
3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.
4. No objection (in terms of traffic management) be held to this event subject to compliance with the information contained within the application submitted and the following conditions:

Prior to the event:

- 4a. the event organiser is responsible for ensuring the safety of all involved in relation to the proposed event and must fully comply with the requirements of the Work Health and Safety (WHS) Act 2011, WHS Regulations 2011 and associated Australian Standards and applicable Codes of Practice. It is incumbent on the organiser under this legislation to ensure all potential risks are identified and assessed as to the level of harm they may pose and that suitable control measures are instigated to either eliminate these or at least reduce them to an acceptable level. This will include assessing the potential risks to spectators, participants and road/park/facility users etc. during the event including setting up and clean-up activities. This process must also include (where appropriate) but is not limited to the safe handling of hazardous substances, electrical equipment testing, tagging and layout, traffic/pedestrian management plans, certification and licensing in relation to amusement rides, relevant current insurance cover and must be inclusive of meaningful consultation with all stakeholders. (information for event organisers about managing risk is available on the NSW Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>; additionally council has an events template which can be provided to assist in identifying and controlling risks);
- 4b. the event organiser is to assess the risk and address the suitability of the entire route/site as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route/site by the event organiser prior to the event;
- 4c. the event organiser is to obtain approval to conduct the event, from the NSW Police Force; **a copy of the Police Force approval to be submitted to Council;**
- 4d. the event organiser is to **obtain** approval from the Transport Management Centre – TMC as this is a "Class 1" event; **a copy of the Transport Management Centre – TMC approval to be submitted to Council;**
- 4e. the event organiser **is to submit a Traffic Control Plan (TCP) to Council and the Transport Management Centre (TMC)** for acknowledgement. The TCP should be prepared by a person holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA) to satisfy the requirements of the relevant Work Cover legislation;

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- 4f. the event organiser is to **submit to Council a copy of its Public Liability Policy** in an amount not less than **\$20,000,000** noting **Council, the Transport Management Centre (TMC) and the Roads and Maritime Services - RMS (formerly RTA) as interested parties on the Policy** and that Policy is to cover **both on-road and off-road activities**;
- 4g. As the event involves the closure of public roads due to the suspension/reduced operation of Ferry services, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with the associated fee, to occupy and close the road.
- 4h. the event organiser is to obtain the relevant approval to conduct the event along the Hawkesbury River from the Roads and Maritime Services - RMS (formerly NSW Maritime); **a copy of this approval to be submitted to Council**;
- 4i. the event organiser is to obtain approval from the respective Land Owners for the use of their land for the event; **a copy of this approval to be submitted to Council**;
- 4j. the event organiser is to advise all adjoining Councils such as Gosford, The Hills and Hornsby of the event and in particular the suspension/reduced operation of the ferries and obtain any necessary approvals from these Councils; **a copy of this approval to be submitted to Council**;
- 4k. the event organiser is to advertise the event in the local press stating the entire route/extent of the event, including the proposed traffic control measures, road/ferry closures, the impact on ferry services and the traffic impact/delays expected, due to the event, two weeks prior to the event; **a copy of the proposed advertisement to be submitted to Council** (indicating the advertising medium);
- 4l. the event organiser is to notify the details of the event to the NSW Rural Fire Service at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council**;
- 4m. the event organiser is to directly notify relevant bus companies, tourist bus operators and taxi companies operating in the area which may be affected by the event, including the proposed traffic control measures, road/ferry closures, the impact on ferry services and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; **a copy of the correspondence to be submitted to Council**;
- 4n. the event organiser is to directly notify all the residences and businesses which may be affected by the event, including the proposed traffic control measures, road/ferry closures, the impact on ferry services and the traffic impact/delays expected, due to the event, at least two weeks prior to the event; The event organiser is to undertake a letter drop to all affected residents and businesses in proximity of the event, with that letter advising full details of the event; **a copy of the correspondence has been submitted to Council**;
- 4o. the event organiser is to **submit** the completed "Traffic and Transport Management for Special Events – **Final Approval Application Form (Form C)**" **to Council**;

During the event:

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

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- 4s. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the route (including the road closure points for the Ferry closures) during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4t. the competitors and participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4u. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity.

Ferry Services

- 5. The applicant is to seek approval relating to the RMS ferry from the Transport Management Centre (TMC), for the reduced operation of the Sackville Ferry Service, due to the event being classified as a Class 1 event. There is no objection to the suspension of the Lower Portland Ferry Service on Sunday, 31 August 2014 between 8am and 4pm.

Suspension/reduced operation of the ferry services on Sunday, 31 August 2014 as listed below:

- Lower Portland Ferry (HCC): 8am – 4pm (Total Suspension)
- Sackville Ferry (RMS): 8am – 4pm (Reduced Operation)

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

- 5a. the applicant is to contact Hawkesbury City Council's Construction and Maintenance Section and the Ferry operator, three weeks prior to the event with regard to the suspension of the Lower Portland Ferry service maintained by Hawkesbury City Council
- 5b. advertising of the proposed event is to be undertaken at the expense of the event organiser in both Sydney and Local newspapers, two weeks prior to the event, in relation to:
 - traffic impact and delays,
 - exclusive use of Governor Phillip Park,
 - timings of suspension/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 the Transport Management Centre (TMC), Roads and Maritime Services - RMS (formerly RTA and NSW Maritime) and Hawkesbury City Council; and,
- 5e. the Transport Management Centre (TMC), Roads and Maritime Services - RMS (formerly RTA) and Council be authorised to alter ferry suspension/reduced operation times if necessary.

ORDINARY MEETING
Reports of Committees

APPENDICES:

AT - 1 Special Event Application - (ECM Document No. 4891571) – *see attached*.

SECTION 3 - Reports for Information

There were no Reports for Information

SECTION 4 - General Business

There was no General Business.

SECTION 5 - Next Meeting

The next Local Traffic Committee meeting will be held on Monday, 8 September 2014 at 3pm in the Large Committee Room.

The meeting terminated at 4:15pm.

oooO END OF REPORT Oooo

ORDINARY MEETING
Reports of Committees

ordinary

section 5

notices of motion

ORDINARY MEETING

Notices of Motion

ORDINARY MEETING

Notices of Motion

SECTION 5 - Notices of Motion

NM1 **Report Regarding Time Frames for Processing Development Applications -
(105109, 80104)**

Submitted by: Councillor Paine

NOTICE OF MOTION:

That Council receive a report outlining:

1. Why there are such long delays in simple Development Applications being processed.
2. What is the average time for development approvals.
3. What is the average time for a response to a letter to Council.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING

Notices of Motion

NM2

Emergency Services - (105109, 125612)

Submitted by: Councillor Lyons-Buckett

NOTICE OF MOTION:

That Council:

1. Prepare a report on the availability and response times of emergency services to incidents occurring west of the Hawkesbury River to address the following (but not limited to):
 - a) What is the current population in the Hawkesbury LGA living west of the river?
 - b) What is the expected response time to this area by police, ambulance and fire services?
 - c) Who is responsible for co-ordinating the response?
 - d) How is it proposed to manage emergency services in the future when an additional 2000 plus homes are built and there is no ambulance or police station west of the river?
 - e) What strategies can Council undertake to monitor the current and ongoing situation to ensure the safety of the community is upheld?
2. Contact State Members seeking commitment to improved emergency service resources for the area west of the river.

BACKGROUND:

The community west of the Hawkesbury River is set to expand with the rezoning approved by Council for the land comprising Redbank and Jacaranda Ponds developments, as well as smaller lot subdivisions in the Kurrajong and Kurmond areas.

With regard to provision of emergency services, the Council has a responsibility to ensure the safety of the community has not been compromised by the decision to approve this level of development. The community calls on Council to act on its behalf to obtain the information relevant to emergency service provision, and gain assurance that this will be adequately provided for in the future - not merely by accepting that the responsibility lies with the State government to deal with this, but to actively monitor the current situation and the proposals for delivery of services into the future.

On Friday, 8 August 2014 at 7:30am, there was a motor vehicle accident in Kurrajong which resulted in the driver of one of the vehicles sustaining major injuries including blocked airway and severe bleeding. Fortunately, neighbours with the necessary competency were able to administer appropriate medical assistance to keep the injured person alive until emergency personnel arrived. The ambulance arrived 30 minutes later. This was at a time of day when traffic travelling in the direction of Richmond to Kurrajong is light and free from congestion. A helicopter was required for transportation to hospital.

The issues with traffic congestion on the Bells Line of Road are widely known and accepted. At certain times of the day, the ability of emergency services to reach their destination is severely impeded by congestion. The safety of the community is dependent on being able to be provided with these services. With no police or ambulance station located west of the river the community remains vulnerable to slow response times which can be crucial in the survival of injured persons or those requiring police assistance.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING
Questions for Next Meeting

QUESTIONS FOR NEXT MEETING

Councillor Questions from Previous Meetings and Responses - (79351)

REPORT:

Questions - 12 August 2014

#	Councillor	Question	Response
1	Conolly	Enquired if the sign at the traffic island on George Street, Windsor (near Rifle Range Road) could be replaced as it has been knocked over.	The Director Infrastructure Services advised that RMS has been requested to replace the signage.
2	Williams	Expressed his congratulations to Mr Organ on the regrading of Packer Road, Blaxlands Ridge.	The Director Infrastructure Services advised that the compliment would be passed on to the staff who carried out the work.
3	Paine	Enquired if Council's Heritage Advisor could contact Ms Gaye Parmenter regarding correspondence in relation to the Australiana Pioneer Village.	The Acting Director City Planning advised Mrs Parmenter met Council's Heritage Advisor on site at the APV on Tuesday, 19 August 2014.
4	Paine	Enquired if Council could write to Mr Kevin Conolly, MP, thanking him for help that he has afforded the Hawkesbury community over the past 3½ years.	The General Manager advised that due to its nature, this request should be addressed by way of a Notice of Motion.
5	Paine	Enquired if a request to have a traffic calming device installed on Grose Vale Road (near Grose Vale Public School), could road be brought to the attention of the Local Traffic Committee.	The Director Infrastructure Services advised that investigations would be carried out and reported through the Local Traffic Committee.
6	Paine	Enquired if communication with Ms Betts of Yarramundi regarding damage caused by garbage trucks could be made.	The Acting Director City Planning advised the matter has been investigated and it was established the damage to Mrs Betts fence was neither caused by Council's, nor the contractor's trucks. Correspondence to Mrs Betts has been sent.

oooO END OF REPORT Oooo

ORDINARY MEETING
CONFIDENTIAL REPORTS

CONFIDENTIAL REPORTS

Item: 158 SS - Property Matter - Lease to Schofield & Smithers Pty Limited - Reverend Turner Cottage - 360 George Street, Windsor - (112106, 95496) CONFIDENTIAL

Reason for Confidentiality

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

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

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

ORDINARY MEETING
CONFIDENTIAL REPORTS



ordinary
meeting

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