



Hawkesbury City Council

ordinary
meeting
business
paper

date of meeting: 29 July 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

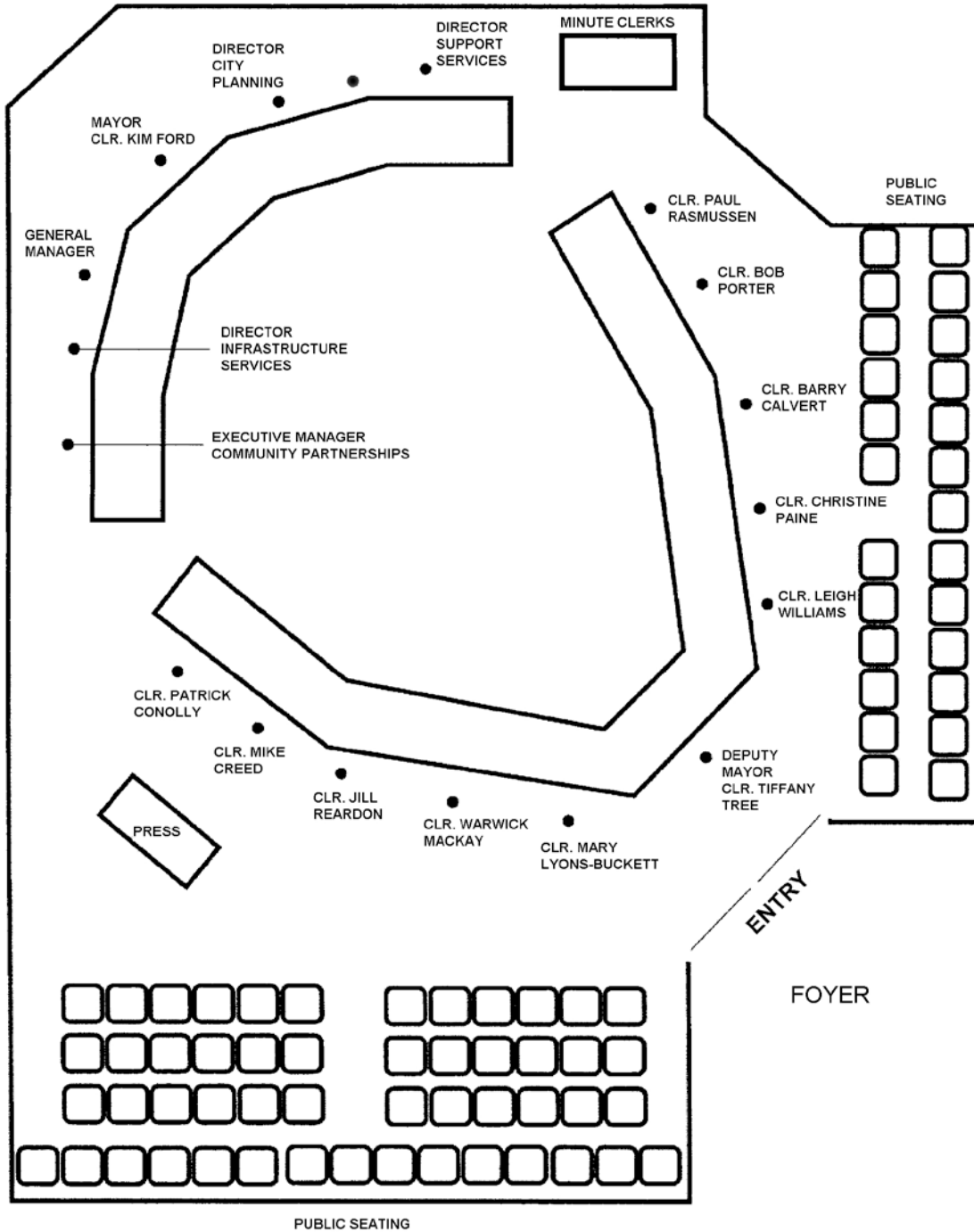
Business papers can be viewed online from noon on the Friday before the meeting on Council's website: <http://www.hawkesbury.nsw.gov.au>

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.

Hawkesbury City Council



ORDINARY MEETING

Table of Contents

Meeting Date: 29 July 2014

AGENDA

- **WELCOME**
 - Prayer**
 - Acknowledgement of Indigenous Heritage**
- **APOLOGIES AND LEAVE OF ABSENCE**
- **DECLARATION OF INTERESTS**
- **SECTION 1 - Confirmation of Minutes**
- **ACKNOWLEDGEMENT OF OFFICIAL VISITORS TO THE COUNCIL**
- **SECTION 2 - Mayoral Minutes**
- **EXCEPTION REPORT - Adoption of Items Not Identified for Discussion and Decision**
- **SECTION 3 - Reports for Determination**
 - Planning Decisions**
 - General Manager**
 - City Planning**
 - Infrastructure Services**
 - Support Services**
- **SECTION 4 - Reports of Committees**
- **SECTION 5 - Notices of Motion**
- **QUESTIONS FOR NEXT MEETING**
- **REPORTS TO BE DISCUSSED IN CONFIDENTIAL SESSION**

ORDINARY MEETING

Table of Contents

Meeting Date: 29 July 2014

ORDINARY MEETING**Table of Contents**

Meeting Date: 29 July 2014

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE
SECTION 1 - Confirmation of Minutes		3
SECTION 3 - Reports for Determination		7
PLANNING DECISIONS		7
Item: 124	CP - Proposed Amendments to Hawkesbury Development Control Plan - Draft Part E Chapter 8 Redbank at North Richmond - (95498)	7
GENERAL MANAGER		10
Item: 125	GM - Recent Fire in the Jolly Frog Hotel - 25 Bridge Street, Windsor - (79351, 1525)	10
CITY PLANNING		15
Item: 126	CP - Coal Seam Gas Waste Water - (95498)	15
Item: 127	CP - Formation of Glossodia Community Reference Group for Jacaranda Ponds Development - (95498)	20
Item: 128	CP - Implementation Progress of the Hawkesbury Floodplain Risk Management Study and Plan - (95498)	23
Item: 129	CP - Hawkesbury Homelessness Action Plan - (95498)	31
Item: 130	CP - Request from Blue Mountains City Council to provide Animal Shelter Services for their Impounded Cats and Dogs - (95498, 96330)	34
INFRASTRUCTURE SERVICES		38
Item: 131	IS - Exclusive Use of Governor Phillip Reserve - Windsor Spectacular and Bridge to Bridge Water Ski Classic Events - (95495, 79354, 73829, 74204)	38
SUPPORT SERVICES		40
Item: 132	SS - Monthly Investments Report - June 2014 - (95496, 96332)	40
Item: 133	SS - Community Sponsorship Program - 2014/2015 Round 1 - (95496, 96328)	43
Item: 134	SS - Draft Access and Inclusion Plan - (95496)	49
Item: 135	SS - Hawkesbury Community Strategic Plan - Proposed List of Community Indicators - (95496, 96328)	51
Item: 136	SS - Pecuniary Interest Return - Designated Person - (95496, 96333)	55
SECTION 4 - Reports of Committees		59
ROC	Local Traffic Committee - 14 July 2014 - (80245)	59

ORDINARY MEETING

Table of Contents

Meeting Date: 29 July 2014

ITEM	SUBJECT	PAGE
SECTION 5 - Notices of Motion		87
NM1	Timed parking in Kurrajong Village - (79351, 105109, 125612)	87
NM2	Repeal of carbon price legislation - (79351, 105109, 125612)	88
NM3	M9 Motorway in Western Sydney - (79351, 105109, 125611)	89
NM4	Establishment of an Aboriginal Community Liaison Officer - (79351, 105109, 80105)	90
QUESTIONS FOR NEXT MEETING		93
Councillor Questions from Previous Meetings and Responses - (79351)		93
CONFIDENTIAL REPORTS		94
Item: 137	IS - Acquisition of (Part) 60 Crooked Lane, North Richmond - Lot 3 in Deposited Plan - (95495, 24859, 24860) CONFIDENTIAL	94
Item: 138	IS - Tender 00939 - Hawkesbury Leisure and Learning Centre - (95495, 79340) CONFIDENTIAL	95
Item: 139	IS - Tender No. 00947 - Provision of Cleaning of Various Council Buildings - (95495, 79340) CONFIDENTIAL	96
Item: 140	SS - Tender No. 00943 - Provision of Legal Services to Council - (95496) CONFIDENTIAL	97

ordinary

section 1

confirmation of minutes

ORDINARY MEETING
Confirmation of Minutes

ORDINARY MEETING
Confirmation of Minutes

SECTION 1 - Confirmation of Minutes

ORDINARY MEETING
Confirmation of Minutes

ordinary

section

3

reports
for determination

ORDINARY MEETING

Meeting Date: 29 July 2014

SECTION 3 - Reports for Determination

PLANNING DECISIONS

Item: 124 CP - Proposed Amendments to Hawkesbury Development Control Plan - Draft Part E Chapter 8 Redbank at North Richmond - (95498)

REPORT:

Executive Summary

The purpose of this report is to seek Council's endorsement for the exhibition of proposed amendments to the Hawkesbury Development Control Plan (DCP). The proposed amendments relate to future development of Redbank at North Richmond site and associated administrative amendments in other parts of the DCP.

Consultation

The issues raised in this report concern matters which constitute a trigger for Community Engagement under Council's Community Engagement Policy. The community engagement process proposed in this report, being a Statutory process, meets the criteria for the minimum level of community engagement required under Council's Policy. The amendment of a DCP is governed by the process set out in the *Environmental Planning and Assessment Act, 1979* and *Environmental Planning and Assessment Regulation, 2000*. In this case a public exhibition period of 28 days is required.

Background

On 12 November 2013 Council considered a report regarding a planning proposal for the rezoning of land known as Redbank at North Richmond for predominantly residential purposes. Included in this report was discussion about a future chapter with the DCP to guide development within the site. In response Council resolved, inter alia, that;

"The Development Control Plan, when finalised, be reported to Council prior to public exhibition. This report is to be provided to Council as soon as possible and prior to the determination of any Development Applications for subdivision of the site."

Since this Council meeting, Council staff and the proponent have worked together to prepare the draft chapter attached to this report.

Content of Draft Chapter

The content of the draft chapter generally follows the structure established in many of the existing chapters of DCP and consists of the following main parts:

- Introduction
- Desired Future Character
- Objectives
- Development Controls
- Submission Requirements

ORDINARY MEETING

Meeting Date: 29 July 2014

The development controls provide for matters relating to heritage conservation, open spaces, water management, environmental management, street pattern and configuration, residential lot layout, utility services, and built form controls.

More specifically the built form controls provide for matters relating to building height, floor area, site coverage, setbacks, landscaping, private open spaces, outbuildings, basements, garage door widths, studios and carparking.

Other Associated Amendments to DCP

Minor associated amendments to the DCP will be required as a result of this draft chapter. This includes insertion of the chapter name and associated adoption and effective dates within Part A Chapter 1 Section 1.6 Adoption Date.

NSW Heritage Council Endorsement of Chapter

Part of the site is subject to a heritage listing under the State Heritage Register of the *Heritage Act, 1977*. As part of the listing the Heritage Council provides for certain exemptions from gaining Heritage Council approval for future development. These exemptions include development that is carried out in accordance with a site specific Development Control Plan endorsed by the Heritage Council.

Accordingly, it is proposed that in association with the exhibition period the draft chapter be referred to the Heritage Council for comment and endorsement.

Conformance to the Hawkesbury Community Strategic Plan

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

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

Financial Implications

No financial implications, apart from use of staff resources and exhibition costs are applicable to this report. Exhibition costs can be covered under existing budgets.

Planning Decision

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

RECOMMENDATION:

That:

1. The draft Redbank at North Richmond chapter and other associated amendments to the Hawkesbury Development Control Plan be placed on public exhibition for a minimum of 28 days.
2. The draft Redbank at North Richmond chapter be forwarded to the NSW Heritage Office for comment.
3. Following the abovementioned exhibition and receipt of comments from the NSW Heritage Office, the matter be reported back to Council for finalisation.

ORDINARY MEETING

Meeting Date: 29 July 2014

ATTACHMENTS:

AT - 1 Draft Redbank at North Richmond chapter for public exhibition - (*Distributed under Separate Cover*)

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 29 July 2014

GENERAL MANAGER

Item: 125 **GM - Recent Fire in the Jolly Frog Hotel - 25 Bridge Street, Windsor - (79351, 1525)**

Previous Item: NM6, Ordinary (4 February 2014)

REPORT:

Executive Summary

Following a fire in the property known as The Jolly Frog Hotel located at 25 Bridge Street, Windsor a Notice of Motion was considered by the Council at its meeting held on 4 February 2014 when it was subsequently resolved:

"That following the recent fire at the Historic Jolly Frog Hotel, Council:

1. *Outline the heritage importance of the Jolly Frog Hotel to its owners and the State Government.*
2. *Take whatever action needed to ensure the longevity of this historic building.*
3. *Prepare a report for Council regarding the outcome of parts 1 and 2 of the resolution."*

Appropriate correspondence was forwarded in accordance with Council's resolution and meetings have been held with the owners of the property and their consultants regarding the current condition of the property and future proposals having regard to its heritage status. The purpose of this report is to advise of these actions as envisaged by part 3 of Council's resolution.

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

On the evening of Monday, 20 January 2014 a serious fire occurred in the property known as The Jolly Frog Hotel (the property) located at 25 Bridge Street, Windsor which appeared to cause serious damage to the property.

The property is currently listed as a Heritage Item of Local Significance in the Hawkesbury Local Environmental Plan 2012 and is referred to as "Windsor Tavern", Bridge Street, Windsor Part Lot 101, DP 1151845; Lots 102 and 103, DP1151845.

Following the fire in the property, a Notice of Motion was considered by the Council at its meeting held on 4 February 2014 when it was subsequently resolved:

ORDINARY MEETING

Meeting Date: 29 July 2014

“That following the recent fire at the Historic Jolly Frog Hotel, Council:

1. *Outline the heritage importance of the Jolly Frog Hotel to its owners and the State Government.*
2. *Take whatever action needed to ensure the longevity of this historic building.*
3. *Prepare a report for Council regarding the outcome of parts 1 and 2 of the resolution.”*

In accordance with part 1 of Council’s resolution correspondence was forwarded to the owners of the property and State Government (Office of Environment & Heritage) outlining the heritage significance of the property.

The letter to the owners of the property acknowledged that they had specific rights in respect of the building and pointed out that there were also responsibilities relating to its heritage significance and value to the community that also needed to be acknowledged. It was also pointed out that Council was anxious to ensure the longevity of the building and would be prepared to work with them toward the ultimate retention of the building.

In writing to the State Government it was indicated that given the heritage value of the building that the assistance of the State Government, through the Office of Environment & Heritage, would be both valuable and necessary in ensuring the property’s retention, preservation and renovation. It was also requested that consideration be given to any possible assistance that may be able to be extended to the Council and/or the owner of the property to assist in achieving these aims.

A response by letter dated 2 April 2014 was subsequently received from the Office of Environment & Heritage and a copy of this response is included as Attachment 1 to this report for Council’s information.

In addition to the abovementioned correspondence an appropriate Clean-Up Notice pursuant to the provisions of the Protection of the Environment Operations Act was served on the owners of the property.

It is understood that a person has been subsequently charged by the Police in connection with the fire. Council has also been advised by the owners of the property that their insurance company has accepted liability and are now working with the owner and their consultants to determine further appropriate action in respect of the property having regard to its heritage listing.

Unfortunately, the property has been subjected to a number of unauthorised entries by unknown persons which has resulted in the owner needing to secure and resecure the property on a number of occasions.

A number of meetings have also been held with the owners of the property and/or their consultants to determine further appropriate actions to be taken in respect of the Notice and the future of the property including potential uses in association with its possible restoration.

In addition, a number of reports have been submitted as required under the Notice referred to above. Following receipt of these reports meetings have been held with the owner’s consultant, Council officers and Council’s Heritage Advisor. In view of the significant damage to the building it was considered that prior to any work being undertaken as a result of the Notice issued by Council, or with a view to the future use of the property, that the owners should engage a Heritage Architect to undertake initial site assessment of the property.

The owner’s consultant has now prepared a brief for the preparation of a Heritage Assessment which has been reviewed and considered in order by Council’s Heritage Advisor. It is understood that arrangements are in train for the Heritage Assessment to now be undertaken.

The owner has expressed a willingness to restore the property in association with potential appropriate future uses of the site and Council officers will continue to work with the owners and their consultants in this regard. The purpose of this report is to inform Council of the current situation and further information will be provided to Council as the matter progresses.

ORDINARY MEETING

Meeting Date: 29 July 2014

Conformance to the Hawkesbury Community Strategic Plan

The proposal is consistent with the Looking After People and Place Direction Statement:

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

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

- Recognise, protect and promote the values of indigenous, natural and built heritage through conservation and active use.

Financial Implications

There are no financial implications applicable in respect of this report.

RECOMMENDATION:

That the information be received at this stage, it being noted that further information will be provided to Council as the matter progresses.

ATTACHMENTS:

AT - 1 Letter dated 2 April 2014 from Office of Environment & Heritage

ORDINARY MEETING

Meeting Date: 29 July 2014

AT - 1 Letter dated 2 April 2014 from Office of Environment & Heritage



Office of
Environment
& Heritage

Hawkesbury City Council

10 APR 2014

Our reference: ED14/73
Contact: Kylie Seretis
(02) 9873 8570

- 2 APR 2014

Mr Peter Jackson
General Manager
Hawkesbury City Council
366 George Street
WINDSOR NSW 2756

Dear Mr Jackson

Thank you for your letter regarding the retention and preservation of the Jolly Frog Inn, at 25 Bridge Street, Windsor, following a recent fire.

As you are aware, the Jolly Frog Inn is listed as an item of local environmental heritage on Hawkesbury City Council's Local Environmental Plan (LEP). It is not listed on the State Heritage Register.

As the property is listed on the LEP and not the State Heritage Register it is most appropriately dealt with locally. As you have suggested, the owners may wish to work with your Council regarding managing the heritage values associated with the property. Additionally, the owners could apply to your Council for funding through the Hawkesbury local heritage fund, which is part funded by the NSW Heritage Grants Program (see **Annexure 1**).

As the Jolly Frog is not a state heritage listed item, direct funding is not available under the NSW Heritage Grants program to assist in the conservation of the property.

If you or the owners are looking for alternate funding sources you may be interested to explore the NSW Government's *Community Builders* website grants program. Among other things, this website lists all funding programs from federal, state and local government; as well as those operated by non-government institutions, philanthropic trusts and private sector companies. Funding programs are organised into categories and include "Environment and Heritage". Further information can be found at: <http://www.communitybuilders.nsw.gov.au/funding.html>.

I commend your Council for working constructively with the owners of the Jolly Frog to emphasise the importance of restoring this heritage place for Windsor.

I have arranged for Ms Kylie Seretis, Manager, Listings Section, Heritage Division, OEH to be your contact for any enquiries you may have regarding this issue. Ms Seretis can be contacted on (02) 9873 8570 or at kylie.seretis@heritage.nsw.gov.au.

I trust this information is of assistance.

Yours sincerely


TERRY BAILEY
Chief Executive



SCANNE

Annexure 1

**Current grants approved for Hawkesbury LGA
under NSW Heritage Grants for Council's Local Heritage Places program**

1) Hawkesbury Heritage Advisor Implementation Grant for 2013-14 to continue a heritage advisory service for the Hawkesbury LGA

A \$1 for \$3 pro rata grant of up to \$7,500 ex GST with a council contribution of \$22,500 for a total project value of \$30,000.

2) Hawkesbury Local Heritage Fund Implementation Grant for 2013-14 to continue the local heritage fund for the local government area

A \$1 for \$2 pro rata grant of up to \$8,500 ex GST with a council contribution of \$17,000 for a total project value of \$25,500.

oooO END OF REPORT Oooo

CITY PLANNING

Item: 126 **CP - Coal Seam Gas Waste Water - (95498)**

Previous Item: NM, Ordinary (25 March 2014)

REPORT:

Executive Summary

The purpose of this report is to provide information to Council about the practice of coal seam gas waste water transporting and disposal as resolved by Council on 25 March 2014.

It is recommended that the information contained in this report be received.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. A response by Council has been made to an application for a Petroleum Exploration Licence as discussed below.

Background

An application for a Petroleum Exploration Licence (PELA) had been made to the Trade & Investment NSW - Resources and Energy Division by Ceemac Pty Ltd and was reported to Council on 25 March 2014. The PELA 158 application covered land on the western boundary of the Hawkesbury LGA including areas of the Blue Mountains National Park, the Wollemi National Park and the townships of Bilpin, Kurrajong and portions of Berambing and Kurrajong Heights.

At the Council meeting of 25 March 2014 Council resolved the following:

"That Council:

1. *Council lodge a submission with the Office of Coal Seam Gas in respect of Petroleum Exploration Licence Application 158 Lodged by Ceemac Pty Ltd and that Council indicate the direction such submission should take to enable its preparation and lodgement by the extended date given to Council by the Office of Coal Seam Gas of 31 March 2014.*
2. *The General Manager and the Mayor to finalise the submission by the final date, ensuing that the submission reflect the sentiment that Council opposes any current or proposed coal seam gas exploration or mining in the Hawkesbury LGA.*
3. *Write to the Premier of NSW informing him Hawkesbury City Council's position.*
4. *Write to the Hawkesbury, Riverstone and Londonderry Members of Parliament seeking their support for Council's position.*
5. *Write to the State Government to advise them of Council's opposition to any Coal Seam Gas activities being undertaken in sensitive environmental areas.*
6. *Request a report on the practices of having coal seam gas water transported into, and stored or disposed of in the Hawkesbury LGA."*

Parts 1 to 5 of the above resolution have been actioned with a detailed discussion of the potential impacts made in the submission on 31 March 2014 to the Office of Coal Seam Gas in respect to Petroleum Exploration Licence Application 158.

The remainder of this report is provided in response to part 6 of the above resolution.

Coal Seam Gas and Coal Seam Water

Coal seam gas (CSG) comes from coal seams which contain water and natural gas in the form of methane that is bonded to the coal. To release the CSG the water must be pumped from the coal seam thus releasing the gas. To do so, a well is drilled into the underground coal seam enabling the water and gas to be brought to the surface.

The water brought to the surface is also referred to as 'produced' or 'associated' water.

CSG Water Content

CSG water can be high in salt and may contain other contaminants like hydrocarbons and chemicals like boron, fluoride and metals in concentrations that may exceed thresholds in water quality guideline values (Australia and New Zealand Guidelines for Fresh and Marine Waters). Produced water will often have concentrations of total dissolved salts of up to 40,000 mg/L which is the typical upper limit for sea water. There may also be elevated concentrations of metals, radioactive materials or organic molecules depending on the location of the seam in relation to certain geologies.

Volume

The volume of water sourced from the coal seam is influenced by a range of factors including the climate, the environment and the commercial variability. The NSW Government identifies that for vertical drilling, between 20,000 and 40,000 litres may be used for each well.

Location

Within the Sydney Metropolitan area CSG is currently produced in Camden. Production has been occurring in this area since 2001. CSG exploration work is also taking place through coal basins in NSW.

Throughout NSW extraction is usually at depths of 200m to 1km below the surface.

Generally in NSW the coal seams are drier than those in other parts of Australia. This means that less water is required to be extracted and treated. All water used in the extraction of the CSG must be accounted for and licenced.

This process differs from fracturing or fracking where fluid, mostly water and sand, are forced at high pressure into the coal seams. Fracking is infrequently used in NSW because the geology of the coal seams allows the gas to be extracted without fracturing.

CSG Water Disposal

Early methods of disposal of the CSG water across Australia, particularly in Queensland, were through the use of evaporation ponds and discharge of the water into streams. Evaporation ponds were also used in NSW but they are now not permitted to be used. Water release is now stringently monitored and regulated by the NSW Government.

More current methods for management of the produced water include:

1. Storage ponds
2. Treatment and cleaning the water for reuse
3. ReInjection

1. Storage Ponds

In some cases temporary holding ponds or dams maybe required to be used as part of the treatment process.

2. Treatment and Cleaning the Water for Reuse

Reverse Osmosis

One method of water treatment is reverse osmosis (RO). In this process water is pushed at high pressure through very fine membranes which capture the salts and impurities and allow clean water to pass through. A high percentage of the water treated by RO facilities becomes clean usable water. The remainder of the water is highly concentrated salty water that is retained in ponds and then disposed of to landfill.

The cost of one such facility in Queensland is almost \$100 million.

Disposal of Waste

The waste product from the produced water may include a concentrated brine solution (very salty water). The brine can be crystallised and enclosed and disposed. Management options for disposal of the crystallised waste product to landfill may include classifying the waste, conducting tests to determine its leachate potential and work to determine whether the waste can be immobilised. A suitable disposal facility for hazardous waste would need to be identified. No such site is currently available in NSW and the material would need to be disposed of interstate. There is a risk that environmental contamination may occur through the disposal, handling and transport of the waste.

Untreated Water Release

Direct disposal of untreated produced water to surface water bodies can cause contamination of surface water bodies and shallow aquifers. Any release must be in accordance with Australian and New Zealand Guidelines for Fresh and Marine Waters. An in depth scientific analysis of the reuse and disposal methods would be required to ensure that water is not released at such a volume so as to cause adverse impacts on the natural environment.

Treated Water Release

The end use of treated water into waterways also requires strict management. If released into the waterways the extremely pure water can cause significant harm to the receiving body because it will be different from the water it is being released into which contains salt, microorganisms and nutrients. To minimise the impact, impurities may need to be added prior to release.

Treated Water Release on Land

Treated CSG water may also be used for irrigation. The water used for this purpose is generally different, and often of a poorer quality than existing surface and groundwater currently used for irrigation. Some example projects are being set up in Queensland to assess the impacts of using treated CSG water for irrigation.

Factors which need to be considered when assessing the suitability of the land for the use of CSG water for irrigation include:

- Water quality - raw water quality, treatment costs
- Reliability and stability of the supply (to water treatment plants and end users)
- Location (CSG fields - water treatment plants - end users)
- Commercial factors (CSG industry development, irrigation enterprise)

ORDINARY MEETING

Meeting Date: 29 July 2014

In Queensland it has been found that most of the CSG footprint is in landscapes and soil types that have not been used for irrigation. Some areas are unsuited to agriculture. This is an issue which needs consideration in light of the landuse and agricultural suitability of the Hawkesbury Region. A comprehensive Agricultural Impact Statement must be provided by the applicant at the exploration stage and the development application stage.

Other uses include using the water for dust suppression on road ways.

The discharge of water onto land using these methods would need to be monitored to ensure that salts present in the water accumulating in the soil does not change the properties of the soil over time.

Reuse in other CSG Wells

Water from CSG extraction may also be able to be reused or recycled at wells in other CSG projects.

Pipes and Holding Tanks

Scale on pipes and sludge from tanks holding CSG water can contain naturally occurring radioactive material. These need to be monitored and disposed of appropriately in accordance with the best practice recommended by the Australian Radiation Protection and Nuclear Safety Agency.

3. Reinjection

The water can be reinjected into the aquifers, however, it is difficult for the water to be reinjected exactly where it is taken from until after CSG production has ceased in the area. Also if the water has been treated there may be a change in the chemistry of the water which is being reinjected back into the aquifer. So while the original volume can be replaced the quality of the water has changed. There is also some evidence that the reinjection may induce seismic events.

Injection into aquifers is not a simple process. The water needs to be pumped into the rock formations underground and factors including the permeability of the aquifer, pressure levels, water quality and chemical makeup, mineralogy, etc all need to be taken into account.

An Aquifer Interference Policy has been prepared by the NSW Government to protect aquifers and all potential impacts on aquifers need to be assessed in accordance with this Policy.

Regulatory Context

In NSW there are five key agencies involved in the regulation of CSG. These include:

Agency	Role
EPA	Issue of Environmental Protection Licences and prosecutions
Office of Coal Seam Gas	Health and Safety issues, administrating petroleum titles and granting exploration approvals
Planning and Environment	Preparation Strategic Landuse Policy, establishing CSG exclusion zone, DAs for major projects, Gateway panel
NSW Office of Water	Assessment of the impact of CSG proposals of surface and ground water
Land and Water Commissioner	Guidance about land access for landholders, industry and community

In NSW all water used during CSG extraction must be licenced and accounted for. All water must be disposed of via a licensed water facility if not recycled.

In NSW, CSG exploration and production is regulated by the *Petroleum (Onshore) Act 1991*. CSG is classified as petroleum and licences and leases are collectively known as petroleum titles.

ORDINARY MEETING

Meeting Date: 29 July 2014

The Queensland Government have prepared the Coal Seam Gas Water Management Policy 2012. There is no such document available at this stage in NSW.

In NSW there is the Code of Practice for Coal Seam Gas Explorers, the Community Consultation Guidelines and the Strategic Landuse Policy to protect strategic agricultural lands available.

At this stage, Council is unaware of any coal seam gas waste water transported into and stored or disposed of in the Hawkesbury LGA.

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

There are 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

ORDINARY MEETING

Meeting Date: 29 July 2014

Item: 127 **CP - Formation of Glossodia Community Reference Group for Jacaranda Ponds Development - (95498)**

Previous Item: 1, Ordinary (4 February 2014)

REPORT:

Executive Summary

When finalising the planning proposal for the development known as Jacaranda Ponds at Glossodia Council resolved, in part, the following:

"A Community Reference Group be established to aid in the further consultation process following a report regarding the establishment of the same".

The purpose of this report is to propose the process for establishing, and to set terms of reference, for the group.

Consultation

The issues raised in this report concern matters which constitute a trigger for Community Engagement under Council's Community Engagement Policy. The report recommends a process for the selection of this Community Reference Group.

Background

At the Ordinary meeting of 4 February 2014 Council considered the planning proposal for the rezoning of land at Glossodia in relation to the proposed development of approximately 580 allotments, known as Jacaranda Ponds. In part, Council resolved the following:

"A Community Reference Group be established to aid in the further consultation process following a report regarding the establishment of the same".

The focus of work on this matter to date has been in relation to the technical process for the planning proposal which is currently with the Department of Planning and Environment. It is expected that this planning proposal will be gazetted in the near future. The draft Voluntary Planning Agreement (dVPA) for this development will be reported to Council shortly prior to placing on public exhibition.

The Council resolution proposed the formation of a Community Reference Group (Group) to aid in the further consultation process for this project. Since that resolution a number of individuals and representatives of various groups have contacted staff showing interest in being members of this Group.

In order to appropriately and fairly form this Group, it is proposed to utilise an Expression of Interest process that sets relevant criteria for the selection of members and also sets Terms of Reference for such a Group.

In this regard the following Terms of Reference are proposed:

Terms of Reference for Glossodia Community Reference Group

Objective:

To receive updates on the status of the proposed Jacaranda Ponds development on behalf of the community and be an advisory group to Council for the Jacaranda Ponds development.

ORDINARY MEETING

Meeting Date: 29 July 2014

Structure and membership:

The Group is to be made up of six members consisting of the following:

- a) Four community members.
- b) One Council staff member.
- c) One developer representative.

The meeting is to be chaired by the Council staff member. Councillors may attend as observers at any time. Additional community representatives may be co-opted by the Group for specialist advice as required.

Meeting Frequency:

The Reference Group is to meet at least twice during the period September to November 2014. These meetings are to be at least once during the public exhibition period for the draft Voluntary Planning Agreement and at least once during the public exhibition of the first development application for the development.

Role and Scope of Group:

The role of the Reference Group is:

- a) To receive updated development information on behalf of the community they represent.
- b) To disseminate that information factually to the community they represent.
- c) Raise questions about the development with the developer and/or Council representatives.
- d) Provide community advice to the developer and Council in relation to community concerns.

The Reference Group is to be an advisory group only to aid in the community consultation processes for the proposed development. Whilst the Group will provide advice/comment to the Council and the developer in relation to the proposed development, Council, and the developer, are not bound by that advice and Council retains the sole responsibility for the final decisions in relation to this proposed development.

Term of the Community Reference Group:

The term of the Community Reference Group for the proposed Jacaranda Ponds development is to be limited to the milestone of the end of the public exhibition period for the first development application for the site. After that time the Community Reference Group will be dissolved and the members thanked for their participation.

The Expression of Interest for membership of the Community Reference Group is proposed to be guided by the following criteria:

Representatives must:

- a) Not be a member of an organisation that currently receives direct or indirect funding from Hawkesbury City Council (Glossodia Community Centre staff/committee exempted).
- b) Must be a resident of Glossodia or have a business interest in Glossodia.

(The above criteria are proposed to remove any perception of bias in relation to organisations funded by Council being given additional resources at the expense of others and that the community represented is a true representation of the Glossodia community.)

The Expression of Interest advertising is proposed to be open for a period of 28 days with an advertisement in the Council section of the local paper and notices placed at the Glossodia Community Hall and Glossodia Shopping Village.

ORDINARY MEETING

Meeting Date: 29 July 2014

Following the end of the Expression of Interest process applications received will be reported to Council to finalise membership of this Group.

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:

- Work with the community to determine affordable levels of service and facilities

Financial Implications

The advertising for expressions of interest will be met from the existing advertising budget of Council. Other costs of servicing this Reference Group, ie gathering of data and attending meetings out of hours, will utilise existing staff time obtained by re-ordering existing projects to accommodate this additional work.

RECOMMENDATION:

That:

1. Council endorse the Expression of Interest process for the formation of the Glossodia Community Reference Group as outlined in this report and commence that process as soon as practicable.
2. Following the Expression of Interest process, a report be submitted to Council to determine the membership of the Reference Group in accordance with the criteria outlined in this report.
3. Council adopt the Terms of Reference and proposed Term for the Glossodia Community Reference Group as outlined in this report.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 128 **CP - Implementation Progress of the Hawkesbury Floodplain Risk Management Study and Plan - (95498)**

Previous Item: 87, Ordinary (13 May 2014)
 224, Ordinary (11 December 2012)

REPORT:

Executive Summary

At the meeting of 8 July 2014 Council resolved to consider a report on the progress of the implementation of the Hawkesbury Floodplain Risk Management Study and Plan (the Plan).

This report provides information and a background to the consideration of the implementation of the Plan by the Floodplain Risk Management Advisory Committee (the Committee) and an update on the progress of implementation of the Plan.

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

On 11 December 2012 Council considered a report following the public exhibition of the Hawkesbury Floodplain Risk Management Study and Plan and resolved:

"That:

- 1. Subject to any necessary minor editing and layout amendments the draft Hawkesbury Floodplain Risk Management Study and Plan, as exhibited, be adopted.*
- 2. The adopted Hawkesbury Floodplain Risk Management Study and Plan be published on Council's website.*
- 3. Council notes that the adoption of the Hawkesbury Floodplain Risk Management Study and Plan does not adopt the changes to Council's Planning Instruments. In this regard the review of the Planning Instruments will be via a separate statutory process that will further consider the recommendations in Volume two of the Plan, the recent changes to the planning Legislation and additional public consultation.*
- 4. The Floodplain Risk Management Study and Plan be referred back to the Floodplain Risk Management Advisory committee for further consideration."*

A copy of the recommended actions from the Plan is shown in Attachment 1 to this report.

Following the above Council resolution the Plan was referred back to the Committee as per part four of the above resolution.

A report on the Plan, recommending some immediate priority actions, was presented to the Committee on 15 April 2013. The priority actions were recommended as they could be reasonably commenced or undertaken within existing budgets and many required initial discussions and partnerships with other Authorities that could be commenced prior to undertaking works that require additional budget allocations. A copy of that report, which includes a table of actions proposed in the Plan, is shown in Attachment 2 of this report.

ORDINARY MEETING

Meeting Date: 29 July 2014

The priority actions recommended to the Committee for immediate action are shown in the following table:

Item No.	Action	Agency	Priority
2. (a)	Implement dual outbound lanes on Jim Anderson Bridge during flood emergencies.	SES, RMS (HCC lobby)	1
(d)	Continue to prepare and maintain flood emergency management plans for special uses and utilities,	HCC with SES	4
(e)	Use caravan park emergency management plan template to raise awareness and increase preparedness	HCC, SES, Private owner	4
(i)	Investigate lane duplication options, east of Jim Anderson Bridge.	HCC, SES, RMS	2
1. (a)	Review and evaluate Regional Public Awareness Program	HCC, SES	6
(d)	Prepare flood tolerant housing poster and brochure	HCC, SES	5
(e)	Enhance flood information of Council's website.	HCC	3

The resolution of the Committee on 15 April 2013 was:

"That the Floodplain Risk Management Advisory Committee supports 2 (a) and 2 (i) of the Action plan. The committee notes Item 4 of the Action plan relating to Town Planning, however the Committee does not support future action until such time as the white paper on the planning system review is released and presented to the committee for further determination."

Implementation Progress

The progress to date in relation to the abovementioned actions 2(a) and 2(i) is that the Committee, on 21 November 2013, resolved to form a Technical Working Group, consisting of RMS, SES, two Community/Committee Representatives and staff to facilitate discussion and consider a way forward and to investigate implementation of the two previously agreed actions. A meeting of this Technical Working Group has not yet been held as staff are having difficulty in obtaining an RMS representative. The local State Members have stated at the Committee meetings that they will assist with this matter.

Apart from the above two actions the Committee has not agreed to the implementation of any other actions recommended in the Plan.

Regularly at Committee meetings the issue of regional flood mitigation works and dredging have been raised by Committee members, however these are not part of the Plan. Similarly, notwithstanding part 4 of the Plan; "Town Planning" changes, not being adopted by Council, as noted in the Council resolution of 11 December 2012, this issue is constantly being raised.

Representatives from State Authorities have raised concern with the Committee raising these issues that are not part of the Plan, raising of regional mitigation issues that are currently being reviewed by the State Government, and the apparent reluctance of the Committee to deal with the relevant issues. To this end, attendance at Committee meetings by these State Authority members has declined due to this concern.

Conformance to the Hawkesbury Community Strategic Plan

The proposal is consistent with the Looking After People and Place Direction Statement:

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

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

- Provide for a safer community through planning, mitigation and response

ORDINARY MEETING

Meeting Date: 29 July 2014

Financial Implications

The implementation of Local Flood Risk Mitigation measures, as identified in the Hawkesbury Floodplain Risk Management Study and Plan, are primarily the responsibility of Council or Council in partnership with others. The Plan has a range of actions that can be undertaken within existing Council budgets. However, there are also a range of actions that will require budget allocations for feasibility investigations and to partner with others to assist in implementation.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

- AT - 1** Copy of Table 9.1 Containing the Recommended Actions from the Floodplain Risk Management Plan
- AT - 2** Copy of report to Floodplain Risk Management Advisory Committee dated 15 April 2013

ORDINARY MEETING

Meeting Date: 29 July 2014

**AT - 1 Copy of Table 9.1 Containing the Recommended Actions from the
Floodplain Risk Management Plan**

TABLE 9.1 – Hawkesbury Floodplain Risk Management Plan

ITEM	CAPITAL COST	AGENCY	PRIORITY
1. Community Flood Education and Resilience (a) Review and evaluate Regional Public Awareness Program. (b) Issue flood certificates on regular basis. (c) Prepare suburb-specific FloodSafe guides. (d) Prepare flood tolerant housing poster and brochure. (e) Enhance flood information on Council's web-site. (f) Commission book and video production on Hawkesbury flooding and vital community responses. (g) 150 year commemoration of 1867 flood. (h) Install flood icons/markers at key locations. (i) Continue to host Business FloodSafe breakfasts.	\$300K	HCC, SES	High
2. Emergency Management (a) Implement dual outbound lanes on Jim Anderson Bridge during flood emergencies.	\$100K	SES, RTA	High
(b) Enhance emergency management assessment tools. Develop best practice traffic modelling to better assess implications of various evacuation scenarios. Integrate with flood modelling.	\$200K	SES	Medium
(c) Promote construction of community refuges within major new buildings on flood islands to service the existing communities.	-	HCC, State	High
(d) Continue to prepare and maintain flood emergency management plans for special uses and utilities.	-	Private Sector, HCC, SES, State	High
(e) Use caravan park emergency management plan template to raise awareness and increase preparedness.	-	SES, BoM, State	High
(f) Review and update Hawkesbury-Nepean Flood Emergency Sub Plan and NSW State Flood Sub Plan (Annex C).	-	SES, BoM, State	High
(g) Provide additional evacuation capacity possibly through a new crossing of South Creek at Eighth Ave, Llandilo.	(not costed)*	HCC, RTA, State	Low-Medium
(h) Identify local evacuation route upgrades and revise FRMP.	\$100K*	HCC, SES	Medium
(i) Investigate lane duplication options, east of Jim Anderson Bridge.	\$150K*	HCC, SES	High
3. Future Development – Flood Risk Advice to Consent Authorities (a) Provide advice to Council and State Government concerning severity of flood evacuation risks as per Tables 5.5 and 5.9.	-	HCC, State	High
4. Town Planning (a) Advise DPI of principal planning recommendations of this Plan. (b) Amend flood risk provisions of Council's existing DCP. (c) Amend LEP in accordance with Volume 3. (d) Prepare maps to guide application of Codes SEPP. (e) Revise S149 notifications in accordance with Volume 3. (f) Lodge application for 'exceptional circumstances' with DPI & OEH.	-	HCC, State	High
5. VHR and Redevelopment (a) Survey all houses inundated in 20 year ARI events. (b) Assess eligibility for voluntary house raising (VHR) redevelopment and possibly for voluntary house purchase (VP). (c) Report back to Council. Revise FRMP if required.	\$100K*	HCC	Medium
6. McGraths Hill (a) Feasibility study of 50 year levee including consultation. (b) Assess community attitudes to levee and refuge mound. (c) Report back to Council. Revise FRMP if required.	\$80K*	HCC	Medium
7. Updating Flood Behaviour Data in Valley (a) Utilise latest 2D flood modelling and latest topographical data. (b) Extend along main tributaries. (c) Include revised IFD rainfall. (d) Include for revised climate change influences. (e) Update data for smaller more frequent flood events.	\$500K	HCC, other Councils, State	Low
TOTAL (rounded)	\$1.5M*		

*Note: Construction costs are not included. Plan to be revised to include these costs once investigations are completed.

ORDINARY MEETING

Meeting Date: 29 July 2014

AT - 2 Copy of report to Floodplain Risk Management Advisory Committee

dated 15 April 2013

Item: Business Paper - Ordinary Meeting Agenda - 29 July 2014

REPORT:

Executive Summary

At the Committee meeting of 11 February 2013 the Committee discussed the recommendations contained in the Hawkesbury Floodplain Risk Management Plan (the Plan) and resolved, in part, the following:

Staff prepare a report to the Committee outlining priorities and actions as per recommendations in the Floodplain Risk Management Study and Plan.

The purpose of this report is to suggest some prioritisation of the actions recommended in the Hawkesbury Floodplain Risk Management Plan for consideration by the Committee

Background

At the Committee meeting of 11 February 2013 a report on the adoption of the Hawkesbury Floodplain Risk Management Study and Plan was considered and a copy of the recommended actions from the Plan was also included in that report. A copy of the recommendations, Table 3, is attached to this report.

It is noted that the attached Table contains a variety of proposed actions (1 - 7) with the recommended responsible Agency nominated as well as a broad capital cost for some items (this costing is an estimate only and does not include construction costs) and a priority rating of High, Medium or Low for each of those actions.

It is clear that each of the nominated actions have sub-actions or tasks (36 in total) that, in some cases, will involve significant time and resources to complete. Of these 36 tasks, 21 are nominated as High priority. Whilst it is not argued that the priority task list is incorrect there is a need to set a priority for these matters to ensure progress in implementing the Plan. It is suggested that the following criteria be utilised to assist in the prioritisation of these tasks:

1. Agency responsible

For the purposes of this Committee the priority actions can be in relation to those where Council is the responsible Agency, has part responsibility or can enquire/lobby the relevant Agency for action or information on that matter.

2. Cost and available budget

There are a number of items in the current High priority recommendation that could be undertaken, at least in part, by Council staff in-house with little cost or those items could be commenced (e.g., investigate or gather information for a future review of existing or new programs, etc) to estimate the costs associated with the item and then budget planning can be undertaken.

3. Cost/benefit or value to the community

There are a number of items, particularly in Item 1 - Community Flood Education and Resilience, which can be commenced for relatively little cost but will have a greater impact on community education and resilience than other projects.

Suggested Priorities

ORDINARY MEETING**Meeting Date: 29 July 2014**

Using the abovementioned broad criteria the following items are suggested in the order of priority:

Item No.	Action	Agency	Priority
2. (a)	Implement dual outbound lanes on Jim Anderson Bridge during flood emergencies.	SES, RMS (HCC lobby)	1
(d)	Continue to prepare and maintain flood emergency management plans for special uses and utilities,	HCC with SES	4
(e)	Use caravan park emergency management plan template to raise awareness and increase preparedness	HCC, SES, Private owner	4
(i)	Investigate lane duplication options, east of Jim Anderson Bridge.	HCC, SES, RMS	2
1. (a)	Review and evaluate Regional Public Awareness Program	HCC, SES,	6
(d)	Prepare flood tolerant housing poster and brochure	HCC, SES,	5
(e)	Enhance flood information of Council's website.	HCC	3

Note:

Item 4 - Town Planning is nominated in the Plan as High priority. However, this nomination was assigned prior to the planning system review being fully detailed. Given recent legislation changes to the status of Development Control Plans (DCP) and the imminent release of the White Paper on the planning system review, it is prudent to defer consideration of this item until the full ramifications of the proposed planning system changes are known. Upon resolution of that review this item will then be given priority as per the recommendation of the Plan.

The seven tasks listed in the above table are proposed for discussion and endorsement by the Committee. The suggested actions in the above table are summarised as follows:

Priority 1

Whilst these matters are outside the jurisdiction of Council it is suggested that preliminary advice be sought from the RMS and SES as to how the outbound lanes of the bridge may be reconfigured in a flood emergency, i.e., what physical work is required, responsibility for implementing, operating and return to two lane configuration. This is intended as an information gathering exercise in the first instance and the information received be reported back to the Committee for consideration.

Priority 2

The work for this is similar to priority 1 in that preliminary information can be gathered and used to determine the appropriate action and budget required.

Priority 3

This can be undertaken in-house by reviewing the current information on Council's website, make changes to that information in line with the Floodplain Risk Management Plan and update links to other information.

Priority 4

The initial work for these items can be information gathering for use to determine the appropriate future actions.

Priority 5

This can also be an initial review of current information available from other Council's, State Government Departments and the SES. This can then be reviewed in-house and with the SES to determine the appropriate information to be included in a brochure for the Hawkesbury. Format and costing of that brochure can then be determined.

Priority 6

This work can be commenced in conjunction with the SES to determine if Council can provide information or assistance to the SES for this important work.

ORDINARY MEETING

Meeting Date: 29 July 2014

As seen in the above suggestions many of the actions contained in the Plan are significant and require separate budget allocations to complete. The above recommendations for priorities are suggested to enable commencement of some of these actions that will either complete the action or can gather enough information to better understand the scope of the action and what budget or other resources will be needed to complete the action.

RECOMMENDATION:

That the Committee endorse the priority actions contained in the table within this report and the outcome of those actions be reported back to the Committee for further consideration as required.

ATTACHMENTS:

AT - 1 Copy of the Floodplain Risk Management Plan Recommendations

ORDINARY MEETING

Meeting Date: 29 July 2014

AT - 1 Copy of the Floodplain Risk Management Plan Recommendations

TABLE 9.1 – Draft Hawkesbury Floodplain Risk Management Plan

ITEM	CAPITAL COST	AGENCY	PRIORITY
1. Community Flood Education and Resilience (a) Review and evaluate Regional Public Awareness Program. (b) Issue flood certificates on regular basis. (c) Prepare suburb-specific FloodSafe guides. (d) Prepare flood tolerant housing poster and brochure. (e) Enhance flood information on Council's web-site. (f) Commission book and video production on Hawkesbury flooding and vital community responses. (g) 150 year commemoration of 1867 flood. (h) Install flood icons/markers at key locations. (i) Continue to host Business FloodSafe breakfasts.	\$300K	HCC, SES	High
2. Emergency Management (a) Implement dual outbound lanes on Jim Anderson Bridge during flood emergencies.	\$100K	SES, RTA	High
(b) Enhance emergency management assessment tools. Develop best practice traffic modelling to better assess implications of various evacuation scenarios. Integrate with flood modelling.	\$200K	SES	Medium
(c) Promote construction of community refuges within major new buildings on flood islands to service the existing communities.	-	HCC, State	High
(d) Continue to prepare and maintain flood emergency management plans for special uses and utilities.	-	Private Sector, HCC, SES, State	High
(e) Use caravan park emergency management plan template to raise awareness and increase preparedness.	-	SES, BoM, State	High
(f) Review and update Hawkesbury-Nepean Flood Emergency Sub Plan and NSW State Flood Sub Plan (Annex C).	-	HCC, RTA, State	Low-Medium
(g) Provide additional evacuation capacity possibly through a new crossing of South Creek at Eighth Ave, Llandilo.	(not costed)*	HCC, SES	Medium
(h) Identify local evacuation route upgrades and revise FRMP.	\$100K*	HCC, SES	High
(i) Investigate lane duplication options, east of Jim Anderson Bridge.	\$150K*	HCC, SES	High
3. Future Development – Flood Risk Advice to Consent Authorities (a) Provide advice to Council and State Government concerning severity of flood evacuation risks as per Tables 4b and 5b .	-	HCC, State	High
4. Town Planning (a) Advise DPI of principal planning recommendations of this Plan. (b) Amend flood risk provisions of Council's existing DCP. (c) Amend LEP in accordance with Volume 3. (d) Prepare maps to guide application of Codes SEPP. (e) Revise S149 notifications in accordance with Volume 3 . (f) Lodge application for 'exceptional circumstances' with DPI & OEH.	-	HCC, State	High
5. VHR and Redevelopment (a) Survey all houses inundated in 20 year ARI events. (b) Assess eligibility for voluntary house raising (VHR)/ redevelopment and possibly for voluntary house purchase (VP). (c) Report back to Council. Revise FRMP if required.	\$100K*	HCC	Medium
6. McGraths Hill (a) Feasibility study of 50 year levee including consultation. (b) Assess community attitudes to levee and refuge mound. (c) Report back to Council. Revise FRMP if required.	\$60K*	HCC	Medium
7. Updating Flood Behaviour Data in Valley (a) Utilise latest 2D flood modelling and latest topographical data. (b) Extend along main tributaries. (c) Include revised IFD rainfall. (d) Include for revised climate change influences. (e) Update data for smaller more frequent flood events.	\$500K	HCC, other Councils, State	Low
TOTAL (rounded)	\$1.5M*		

*Note: Construction costs are not included. Plan to be revised to include these costs once investigations are completed.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 29 July 2014

Item: 129 **CP - Hawkesbury Homelessness Action Plan - (95498)**

Previous Item: NM1, Ordinary (30 April 2013)
 147, Ordinary (30 July 2013)
 148, Ordinary (30 July 2013)
 220, Ordinary (29 October 2013)

REPORT:

Executive Summary

This report has been prepared to advise Council of the completion of the Hawkesbury Homelessness Action Plan (HHAP). The Plan identifies actions that can be undertaken to support homeless people and reduce the occurrence of homelessness in the Hawkesbury. The HHAP has been prepared and endorsed by the Hawkesbury Housing Forum and has also been referred to the Human Services Advisory Committee.

The report proposes that Council adopt the Hawkesbury Homelessness Action Plan for implementation. It is also proposed that Council assist and resource the Hawkesbury Housing Forum to stage a 'roundtable' forum to launch the Plan and provide an opportunity for government and key stakeholders to inform the community of the outcomes of the recent 'Going Home Staying Home Reform Plan' and its likely impact on the Hawkesbury.

Consultation

The issues raised in this report concern matters that would ordinarily constitute a trigger for community engagement under Council's Community Engagement Policy in that it proposes the adoption of a community plan. However, as the HHAP has been developed in close consultation with the Hawkesbury Housing Forum and is primarily based on the outcomes of a Homelessness Workshop held in June 2013, it is considered that the requirement for meaningful community engagement under Council's Policy has been met.

Background

On 30 April 2013 Council in considering a Notice of Motion resolved, in part, the following:

"Invite Helping Hands, Hawkesbury Community Kitchen, Wentworth Housing and other agencies involved in providing practical assistance to homeless people to a forum with Council to discuss the gaps in services to homeless people in the Hawkesbury."

The Hawkesbury Homelessness Workshop was held on Wednesday the 26 June, 2013. The workshop outcomes were reported to Council on 30 July 2013 with Council resolving the following:

"That:

- 1. The recommendations of the Hawkesbury Homelessness Forum held on 26 June 2013 be received.*
- 2. Council to approach the Hawkesbury Housing Forum to discuss the establishment of an inter-agency working group to undertake the task of preparing a draft Homelessness Action Plan to give effect to the workshop recommendations.*
- 3. The draft Homelessness Action Plan to be referred to the Human Services Advisory Committee prior to its reporting to Council for public exhibition."*

At the same time, during June and July 2013, Council received a number of complaints regarding the impact of homeless people using the McQuade Park grandstand for shelter. A report was subsequently prepared for the Ordinary Council Meeting of 30 July 2013 to advise Council of these representations and the steps taken by Council staff in response to these representations.

Following further discussion at the Councillor Briefing Session held in August 2013, the matter was re-reported to Council on 29 October 2013 with Council resolving, in part, to *“establish a roundtable with State and Federal representatives and agencies in the Hawkesbury to give input into the development of a strategy”*.

Hawkesbury Homelessness Action Plan

The Hawkesbury Housing Forum established a working group in November 2013 to develop the Draft Hawkesbury Homelessness Action Plan (HHAP). At the request of the Hawkesbury Housing Forum, the reporting of the final draft of the HHAP was delayed pending the announcement of the successful tenders under the ‘Going Home Staying Home’ (GSH) Reform.

The HHAP identifies actions that can be undertaken by all levels of government, the Hawkesbury community and local services and agencies to support homeless people and reduce the occurrence of homelessness in the Hawkesbury. It outlines 20 strategies that have been collaboratively developed to give effect to the 25 recommendations of the Hawkesbury Homelessness Workshop held in June, 2013. The Plan also includes a number of Appendices:

Appendix A - summarises information gathered from the 15 agencies that attended the Homelessness Workshop on the 26 June 2013.

Appendix B – summarises the recommendations arising from two other local forums which were held to discuss homelessness: the Hawkesbury Homelessness Conference held in October 2012 and organised by the Nepean/Blacktown Taskforce on Homelessness, and the ‘Addressing Family Homelessness in the Hawkesbury Forum’ held on 12 November 2013 organised by Boystown San Miguel. Appendix B also includes a Council staff response to these recommendations which, wherever possible have been linked to the relevant actions within the HHAP.

Appendix C - The NSW Protocol for Homeless People

Appendix D - *Going Home Staying Home (GSH)* tender outcomes for the Nepean/Blue Mountains District

Proposed Roundtable Forum

Given the significant changes within the supported accommodation sector arising from the GSH Reform, the completion of the HHAP provides an opportunity to engage with the successful GSH providers to discuss the future provision of supported accommodation and homelessness services within the Hawkesbury. It also provides a focus for the homelessness roundtable that Council has requested be established to enable State and Federal representatives and agencies to give input into a local homelessness strategy.

To this end, it is proposed that Council invite the Hawkesbury Housing Forum to work with Council staff on the design and implementation of a HHAP launch event which would incorporate a debate and discussion on the future provision of supported accommodation and homelessness services within the Hawkesbury. The launch event/roundtable will also provide the opportunity to discuss how the successful GSH providers and government agencies can best work with Council and local agencies to implement the HHAP.

ORDINARY MEETING

Meeting Date: 29 July 2014

Conformance to the Hawkesbury Community Strategic Plan

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

- have constructive and productive partnerships with residents, community groups and institutions;

and is also consistent with the 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 direct financial implications arising out of this report. If adopted, the Plan may require the allocation of staff hours and resources which will be negotiated in conjunction with the normal development of Council work plans and within Council's budget planning processes.

RECOMMENDATION:

That Council:

1. Adopt the Hawkesbury Homelessness Action Plan (HHAP).
2. Invite the Hawkesbury Housing Forum to work with Council staff on the design and implementation of a HHAP launch event to include a roundtable discussion on the future provision of supported accommodation and homelessness services within the Hawkesbury.

ATTACHMENTS:

AT - 1 Hawkesbury Homelessness Action Plan (Final Draft) - *(Distributed Under Separate Cover)*

oooO END OF REPORT Oooo

Item: 130 CP - Request from Blue Mountains City Council to provide Animal Shelter Services for their Impounded Cats and Dogs - (95498, 96330)

REPORT:

Executive Summary

Blue Mountains City Council (BMCC) has expressed interest in having Hawkesbury City Council (Council) provide its pound keeping (companion animal) facilities at the Companion Animal Shelter at Mulgrave, under the same or similar terms that have been established with Hornsby Shire Council, Penrith City Council and The Hills Shire Council.

BMCC presently has their pound keeping services attended to by the RSPCA at a facility in the Blue Mountains area.

The purpose of this report is to discuss this proposal and recommend that an agreement be entered into to provide those facilities to BMCC.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. Relevant staff from Council and BMCC have however consulted with regard to the terms of any agreement formed and how such agreement would operate.

Background

Council was approached by management of BMCC to investigate the possibility of using Council's Companion Animal Shelter facility at Mulgrave as an alternative to the RSPCA animal shelter facility in the Blue Mountains area which currently houses their impounded companion animals.

The RSPCA has advised the BMCC that their current arrangements will be terminated on 21 November 2014 leaving them no alternative other than to seek interest from existing pounds/animal shelters/vets to house their impounded cats and dogs after this date.

BMCC has an impoundment rate of approximately three hundred dogs and two hundred cats annually. The number of dogs impounded at Mulgrave has been declining over the past few years, while cat numbers are fairly constant.

BMCC are presently going through a process of tendering with private facilities, to try and maintain much of the impounding service in their local area, and consider that Council's facility would be the next closest alternative to take any that could not be locally accommodated.

One of the possibilities in their tender proposal would be for local facilities to hold identified dogs and cats for a period of three days before they are delivered to Council's facility. This proposal is based on the data that they hold that shows that most of their impounded and identified dogs and cats are collected by their owners within a three day period. This would reduce considerably the numbers of dogs and cats that would need to come to Council's facility.

Another proposal in the tender process is for all cats to be kept in the BMCC area, and not come to Council's facility. BMCC is optimistic and consider that this can be achieved as cats are less problematic to house due to there being less noise and space concerns.

Due to the reduction of the number of animals coming to Council's shelter at Mulgrave, as a result of increased micro chipping of companion animals in the community, (as animals are being returned to their owners rather than them being impounded), there will be adequate space to accommodate the number of cats and dogs from BMCC on an annual basis if Council were to agree to the proposal from BMCC.

ORDINARY MEETING

Meeting Date: 29 July 2014

BMCC is seeking a letter of agreement for the keeping of their companion animals whilst impounded at Council's facility from early November 2014, which would accommodate all animals collected in the BMCC local government area, or should their tender process be successful, a percentage of their total numbers collected.

The opportunity to house BMCC impounded companion animals at Council's Companion Animal Shelter could be considered under the same or similar terms as that agreed to with Hornsby Shire Council, The Hills Shire Council and Penrith City Council.

After due consideration by BMCC, a letter requesting formal consideration and advice in relation to the proposal to take up Council's impounding services was received on 30 June 2014 (see Attachment 1 to this report). BMCC envisage making a decision on how and where their companion animals will be impounded to be completed by the end of September 2014, to ensure that there is sufficient time to implement appropriate publicity to inform their residents of the new arrangements.

The current number of animals that have been housed in the facility over the past two years has been examined and this has revealed that there would have adequate space to accommodate the additional 300 dogs and 200 cats or a reduced percentage of these numbers annually.

The animals would be delivered to Council by staff of BMCC and housed until the time has expired for them to be claimed by their owner under the legislative requirement, and if not claimed they would then become the property of our Council to sell or rehome.

This report is now forwarded to Council to gain approval to inform BMCC that Council is prepared to agree to receive a percentage of their impounded cats and dogs depending on the success of their tender process, under the same or similar terms that currently exist with Hornsby Shire Council, Penrith City Council and The Hills Shire Council.

Conformance to the Hawkesbury Community Strategic Plan

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

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

Financial Implications

There will be a positive improvement in the Companion Animal Shelter operational income budget due to the increase in numbers of animals that will be housed from BMCC as part of this agreement.

RECOMMENDATION:

That:

1. Blue Mountains City Council be advised that Council is prepared to enter into an agreement to house impounded companion animals from the Blue Mountains City Council Local Government Area, under the same or similar terms and conditions that apply to the agreements between Hawkesbury City Council and Hornsby Shire Council, Penrith City Council and The Hills Shire Council,.
2. The terms of the above agreement are to be finalised following the final decision of Blue Mountains City Council in relation to animal numbers and holding arrangements.

ORDINARY MEETING

Meeting Date: 29 July 2014

ATTACHMENTS:

- AT - 1** Copy of letter requesting formal consideration and advice as to the availability of Hawkesbury Council's Companion Animal Shelter pound services from Blue Mountains City Council

ORDINARY MEETING

Meeting Date: 29 July 2014

**AT - 1 Copy of letter requesting formal consideration and advice as to the availability of
Hawkesbury Council's Companion Animal Shelter pound services
from Blue Mountains City Council**

27 June 2014

Mr Peter Jackson
The General Manager
Hawkesbury City Council
P.O. Box 146
Windsor NSW 2756



Office of the General Manager
Reference File: F02404-14/122845

Hawkesbury City Council

30 JUN 2014

Dear Mr Jackson,

Subject - Companion Animals Pound Services

The RSPCA currently provides Companion Animal Pound Services from their Katoomba premises for Blue Mountains City Council. This arrangement will cease on 21 November 2014 as the RSPCA have decided to withdraw their current overall operations in the Blue Mountains locality and that includes their pound services, so we are in need of a replacement service.

Contact with your Mr Baldry, Manager of Environmental & Regulatory Services indicates that your Mulgrave facility may have the potential accommodate our needs subject to the approval of your Council.

I am seeking formal consideration and advice from Hawkesbury City Council as to the availability of your pound facilities to undertake Companion Animals pound services on our behalf together with any relevant costs, terms and conditions and any other information that you may feel will be of assistance.

As a guide, it is expected that Council staff and residents would bring to your facility approximately 300 dogs and 200 cats per year. However, we will be making every effort to reduce these numbers by improving local holding facilities to return identified animals to their owners and by other means.

It is envisaged that decisions will need to be made by this Council by the end of September 2014 to ensure that there is sufficient time to implement appropriate publicity to inform residents of the new arrangements.

Your early consideration to enable our Councils to enter into a formal co-operative business service arrangement would be appreciated.

Please direct any questions to Brian Crane, Executive Principal - Health & Compliance on 4780 5753.

Yours faithfully,



SCANNED


ROBERT GREENWOOD

General Manager

2 Civic Place Locked Bag T005 Katoomba NSW 2780 T 02 4780 5000 F 02 4780 5555

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the city within
a world heritage
national park

oooO END OF REPORT Oooo

INFRASTRUCTURE SERVICES

Item: 131 **IS - Exclusive Use of Governor Phillip Reserve - Windsor Spectacular and Bridge to Bridge Water Ski Classic Events - (95495, 79354, 73829, 74204)**

REPORT:

Executive Summary

Applications have been received from the Upper Hawkesbury Power Boat Club and the NSW Water Ski Federation Inc. to hold "exclusive use" events at Governor Phillip Reserve. The Upper Hawkesbury Power Boat Club are seeking the dates of 20 and 21 September 2014 for their Windsor Spectacular and the NSW Water Ski Federation are seeking the dates of 7, 8 and 9 November 2014 for their Bridge to Bridge Water Ski Classic.

As the events are held annually and create positive flow on benefits to the community, it is recommended that exclusive use of the Reserve be granted for these events.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. It is proposed that community notification be undertaken by the applicants as part of the conditions of consent.

Background

There are a number of exclusive use events that are held at Governor Phillip Reserve over the year. The Bridge to Bridge Water Ski Classic and the Windsor Spectacular are two of these events.

The Upper Hawkesbury Power Boat Club is seeking the dates of 20 and 21 September 2014 for their Windsor Spectacular and the NSW Water Ski Federation are seeking the dates of 7, 8 and 9 November 2014 for their Bridge to Bridge Water Ski Classic.

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

The Plan of Management for the Windsor Foreshore Parks was recently reviewed and adopted by Council and it allows these types of activities to occur.

It is anticipated that both events will have significant flow on benefits to the business community and it is recommended that exclusive use be granted to both the Windsor Spectacular and the Bridge to Bridge Water Ski Classic events.

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

Income will be generated through user charges for use of the Reserve in accordance with the 2014/2015 adopted Operational Plan.

ORDINARY MEETING

Meeting Date: 29 July 2014

RECOMMENDATION:

That:

1. Approval be granted to the Upper Hawkesbury Power Boat Club for “exclusive use” of Governor Phillip Reserve for the 2014 Windsor Spectacular to be held on 20 and 21 September 2014.
2. Approval be granted to the NSW Water Ski Federation for “exclusive use” of Governor Phillip Reserve for the 2014 Bridge to Bridge Water Ski Classic to be held on 7, 8 and 9 November 2014.
3. The approvals be subject to the following conditions/documents:
 - a) Council's general park conditions.
 - b) Council's fees and charges.
 - c) The Windsor Foreshore Plan of Management.
 - d) The Governor Phillip Exclusive Use Policy.
 - e) The Governor Phillip Noise Policy.
 - f) A Traffic Management Plan which has been approved as part of the Special Event Application.
4. As the applicants have not advised alternative dates in the event of inclement weather, the General Manager be given authority to negotiate exclusive use on an alternate date, if required by the applicants.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 29 July 2014

SUPPORT SERVICES

Item: 132

SS - Monthly Investments Report - June 2014 - (95496, 96332)**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 \$42.90 million in investments at 30 June 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 \$42.90 million in investments as at 30 June 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%	5,000,000	11.66%	
CBA	A1+	AA-			2.40%	900,000	2.10%	
Total On-call Investments								5,900,000
Term Investments								
ANZ	A1+	AA-	27-Nov-13	23-Jul-14	3.80%	1,500,000	3.50%	
ANZ	A1+	AA-	20-Nov-13	19-Nov-14	3.85%	2,000,000	4.66%	
ANZ	A1+	AA-	27-Nov-13	26-Nov-14	3.85%	1,000,000	2.33%	
ANZ	A1+	AA-	28-May-14	27-May-15	3.70%	1,000,000	2.33%	
ANZ	A1+	AA-	11-Jun-14	10-Jun-15	3.70%	1,500,000	3.50%	
ANZ	A1+	AA-	11-Jun-14	10-Jun-15	3.70%	500,000	1.17%	
ANZ	A1+	AA-	18-Jun-14	17-Jun-15	3.70%	500,000	1.17%	
NAB	A1+	AA-	06-Nov-13	04-Jul-14	3.79%	1,000,000	2.33%	
NAB	A1+	AA-	05-Feb-14	23-Jul-14	3.68%	1,500,000	3.50%	
NAB	A1+	AA-	21-Aug-13	20-Aug-14	3.94%	2,000,000	4.66%	
NAB	A1+	AA-	03-Sep-13	03-Sep-14	3.90%	2,000,000	4.66%	
NAB	A1+	AA-	19-Dec-13	15-Oct-14	3.81%	500,000	1.17%	
NAB	A1+	AA-	29-Jan-14	29-Oct-14	3.75%	2,000,000	4.66%	
NAB	A1+	AA-	19-Dec-13	17-Dec-14	3.83%	1,500,000	3.50%	
NAB	A1+	AA-	15-Jan-14	17-Dec-14	3.82%	1,000,000	2.33%	

ORDINARY MEETING

Meeting Date: 29 July 2014

Investment Type	Institution Short Term Rating	Institution Long Term Rating	Lodgement Date	Maturity Date	Interest Rate %	Principal \$	Percentage of Portfolio	Total \$
NAB	A1+	AA-	05-Mar-14	04-Feb-15	3.73%	1,000,000	2.33%	
NAB	A1+	AA-	18-Jun-14	19-Mar-15	3.73%	1,000,000	2.33%	
NAB	A1+	AA-	21-Aug-13	19-Aug-15	4.25%	1,000,000	2.33%	
NAB	A1+	AA-	03-Sep-13	02-Sep-15	4.10%	2,000,000	4.66%	
Westpac	A1+	AA-	05-Feb-14	04-Jul-14	3.80%	500,000	1.17%	
Westpac	A1+	AA-	07-Aug-13	06-Aug-14	4.10%	1,000,000	2.33%	
Westpac	A1+	AA-	05-Mar-14	15-Oct-14	3.70%	1,000,000	2.33%	
Westpac	A1+	AA-	08-Apr-14	19-Nov-14	3.85%	2,000,000	4.66%	
Westpac	A1+	AA-	23-Apr-14	17-Dec-14	3.75%	500,000	1.17%	
Westpac	A1+	AA-	15-May-14	17-Dec-14	3.75%	1,000,000	2.33%	
Westpac	A1+	AA-	15-Jan-14	15-Jan-15	3.75%	2,000,000	4.66%	
Westpac	A1+	AA-	28-May-14	15-Jan-15	3.75%	1,000,000	2.33%	
Westpac	A1+	AA-	29-Jan-14	29-Jan-15	3.65%	1,000,000	2.33%	
Westpac	A1+	AA-	19-Mar-14	19-Mar-15	3.70%	2,000,000	4.66%	
Westpac	A1+	AA-	25-Jun-14	25-Jun-15	3.75%	500,000	1.17%	
Total Term Investments								37,000,000
TOTAL INVESTMENT AS AT 30 June 2014								42,900,000

Performance by Type

Category	Balance \$	Average Interest	Bench Mark	Bench Mark %	Difference to Benchmark
Cash at Call	5,900,000	2.99%	Reserve Bank Cash Reference Rate	2.50%	0.49%
Term Deposit	37,000,000	3.82%	UBS 90 Day Bank Bill Rate	2.71%	1.11%
Total	42,900,000	3.70%			

Restricted/Unrestricted Funds

Restriction Type	Amount \$
External Restrictions -S94	10,778,797
External Restrictions - Other	2,529,021
Internal Restrictions	16,522,276
Unrestricted	13,069,906
Total	42,900,000

Unrestricted funds, whilst not subject to a restriction for a specific purpose, are fully committed to fund operational and capital expenditure in line with Council's adopted Operational Plan. As there are timing differences between the accounting for income and expenditure in line with the Plan, and the corresponding impact on Council's cash funds, a sufficient level of funds is required to be kept at all times to ensure Council's commitments are met in a timely manner. Council's cash management processes are based on maintaining sufficient cash levels to enable commitments to be met when due, while at the same time ensuring investment returns are maximised through term investments where possible.

In addition to funds being fully allocated to fund the Operational Plan activities, funds relating to closed self-funded programs and that are subject to legislative restrictions cannot be utilised for any purpose other than that specified. Externally restricted funds include funds relating to Section 94 Contributions, Domestic Waste Management, Sewerage Management, Stormwater Management and Grants.

ORDINARY MEETING

Meeting Date: 29 July 2014

Funds subject to an internal restriction refer to funds kept aside for specific purposes, or to meet future known expenses. This allows for significant expenditures to be met in the applicable year without having a significant impact on that year. Internally restricted funds include funds relating to Tip Remediation, Workers Compensation, and Election.

Investment Commentary

The investment portfolio increased by \$0.40 million for the month of June 2014. During June 2014, income was received totalling \$5.90 million, including rate payments amounting to \$2.90 million, while payments to suppliers and staff costs amounted to \$5.80 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 30 June 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.

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 were invested with the aim of achieving budgeted income in 2013/2014.

RECOMMENDATION:

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

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 133 SS - Community Sponsorship Program - 2014/2015 Round 1 - (95496, 96328)

REPORT:

Executive Summary

This report has been prepared to advise Council of applications for financial assistance to be determined under Round 1 of the Community Sponsorship Program for 2014/2015. The report lists the applications received, the proposed level of financial assistance and those applications that will require the execution of Council's standard Sponsorship Agreement.

Consultation

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

Background

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

The CSP provides the opportunity for community groups and individuals to seek financial assistance from Council. The CSP currently provides six categories of assistance:

- Minor Assistance (up to \$500)
- Event Sponsorship (for up to three years)
- Seeding Grants (for community based programs)
- Access to Community Facilities (to subsidise the cost of hire for community facilities)
- Improvements to Council Facility (reimbursement of Development Application fees for renovations or additions to Council owned buildings or facilities).
- Accessibility Improvements

The adopted Operational Plan for 2014/2015 includes an allocation of \$70,039 for the CSP. Pursuant to Council's resolution of 17 June 2014, \$21,367 of this amount has been set aside as a contribution to the staging of the Hawkesbury City Eisteddfod.

Community Sponsorship Program (2014/2015)

In accordance with Council's Community Sponsorship Policy applications for community sponsorship under Round 1 of the Community Sponsorship Program 2014/2015 were called for in May 2014 and closed on 4 July 2014. 14 applications were received. In addition to these applications, a further nine applications representing various years of approved three and five-year sponsorship events have been included for Council's determination.

Assessment of 2014/2015 Round 1 Applications

In total 23 applications are being presented for Council's consideration under Round 1 of the 2014/2015 CSP. Table 1 summarises the applications received and the proposed level of financial assistance.

Table 1

ORDINARY MEETING

Meeting Date: 29 July 2014

Applicant		Type (1)	Proposal	Recommended Amount (\$)
1.	Hawkesbury City Eisteddfod Society	ES	Hawkesbury City Eisteddfod	21,367
2.	Colo Wilderness Area Family Picnic Day	ES	Colo Wilderness Family Picnic Day	1,200
3.	Ferry Artists Gallery	ES	Artists Workshops	600
4.	Bowen Mountain Association	ES	Community Arts Festival	500
5.	Windsor Business Group	ES	Sydney Blues & Roots Festival	1,800
6.	Hawkesbury Valley Baptist Church	ES	Carols in the Park – Hanna Park	1,500
7.	TRI Community Exchange	ES	ZEST Awards	1,000
8.	Wisemans Ferry Sunshine Group	ES	Seniors Week	1,000
9.	Richmond Mainstreet Inc.	ES	Richmond Jubilee.	3,000
10.	Leslie Feeney	MA	Fundraising	Nil
11.	Windsor Public School	CF	Hire of Windsor Function Centre	390
12.	Richmond Community Nursing Home Fundraising Committee	SG	Purchase of a pianola	3,000
13.	Sandy Freeman	MA	Representative swimming	100
14.	Elizabeth Pratt	MA	Representative canoeing	100
15.	Lyle Mead	MA	Representative canoeing	100
16.	Naomi Borg	MA	Representative netball	100
17.	Megan Bertenshaw	MA	Representative Oztag	100
18.	Hawkesbury Riding Club Inc	SG	Equestrian Education Programs	2,500
19.	Autism Spectrum Australia	SG	Sports Ability Program	Nil
20.	Glossodia Community Information and Neighbourhood Centre	SG	Refurbishment of playground	3,000
21.	North Richmond Community Centre Inc.	MA	Paint the Hawkesbury REaD	500
22.	Friends of Australiana Pioneer Village Inc.	SG	Interpretive signage for the village	2,500
23.	St Matthew's Catholic Church	SG	175 year celebration booklet for church	1,880
			TOTAL	46,237

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

There are sufficient funds to cover the total recommended amount of \$46,237 for Round 1 of the 2014/2015 Community Sponsorship Program leaving a balance of \$23,802 for allocation in further rounds.

Applications not recommended for funding

Application 10: Leslie Feeney. Amount requested: not specified. Applicant will be participating in a 1000 kilometre bicycle ride to raise funds for Camp Quality. Application does not meet sponsorship criteria as the applicant has not been selected to represent the Hawkesbury at a state or national sporting or cultural event.

ORDINARY MEETING

Meeting Date: 29 July 2014

Application 19: Autism Spectrum Australia. Amount requested: \$3,000 . Applicant is seeking funding for a Sport Ability program for students with autism at St Monica's Primary School and Richmond Public School. The applicant is a national body that receives substantial government grants and corporate sponsorship. Such a project would be considered to be the organisation's core business for which the organisation is funded through the NSW Departments of Education and Communities and Family and Community Services and the Federal Department of Social Services.

Conformance to the Hawkesbury Community Strategic Plan

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

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

and is also consistent with 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

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

RECOMMENDATION:

That Council:

1. Approve payments of Section 356 Financial Assistance to the organisations and individuals listed, and at the level recommended in Table 1 of this report.
2. Note that the required Sponsorship Agreements for Applicants 1 through 9 have been previously executed to provide for the continuation of funding for these proposals.
3. Approve the execution of Council's standard Sponsorship Agreement for the applications 12, 18, 20, 22 and 23 identified in Table 1 of this report.

ATTACHMENTS:

AT - 1 Assessment of Applications under Round 1 of Community Sponsorship Program 2014/2015

ORDINARY MEETING

Meeting Date: 29 July 2014

AT - 1 Assessment of Applications under Round 1 of Community Sponsorship Program 2014/2015

Applicant	Sponsorship Type (1)	Description	Assessment Criteria							Amount requested for ES Sponsorship)	Amount recommended	Comments
			Local service	Not-for-profit	Not funded by State/Federal Agency	Co-contribution provided	Reflects agreed community priority	Meets sponsorship criteria	Financially sustainable			
1. Hawkesbury City Eisteddfod Society	ES	Hawkesbury City Eisteddfod	✓	✓	✓	✓	✓	✓	✓	21,367	21,367	Year 2 of approved 5 year Sponsorship Agreement
2. Colo Wilderness Area Family Picnic Day	ES	Colo Wilderness Family Picnic Day	✓	✓	✓	✓	✓	✓	✓	1,200	1,200	Year 3 of approved 3 year Sponsorship Agreement
3. Ferry Artists Gallery	ES	Artists Workshops	✓	✓	✓	✓	✓	✓	✓	600	600	Year 2 of approved 3 year Sponsorship Agreement
4. Bowen Mountain Association	ES	Bowen Mountain Community Arts Festival	✓	✓	✓	✓	✓	✓	✓	500	500	Year 3 of approved 3 year Sponsorship Agreement
5. Windsor Business Group	ES	Sydney Blues and Roots Festival	✓	✓	✓	✓	✓	✓	✓	1,800	1,800	Year 2 of approved 3 year Sponsorship Agreement
6. Hawkesbury Valley Baptist Church	ES	Carols in the Park – Hanna Park	✓	✓	✓	✓	✓	✓	✓	1,500	1,500	Year 2 of approved 3 year Sponsorship Agreement
7. TRI Community Exchange	ES	Annual ZEST Awards	✓	✓	✓	✓	✓	✓	✓	1,000	1,000	Year 2 of approved 3 year Sponsorship Agreement
8. Wisemans Ferry Sunshine Group	ES	Seniors Week 2015	✓	✓	✓	✓	✓	✓	✓	1,000	1,000	Year 2 of approved 3 year Sponsorship Agreement
9. Richmond Mainstreet Inc.	ES	Richmond Jubilee	✓	✓	✓	✓	✓	✓	✓	3,000	3,000	Year 2 of approved 3 year Sponsorship Agreement
10. Leslie Feeney	MA	Fundraising for Camp Quality	✓	✓	✓	✓	✓	✓	✓	Nil	Nil	Does not meet sponsorship criteria.
11. Windsor Public School	CF	Hire of Windsor Function Centre for Annual Presentation Night	✓	✓	✓	✓	✓	✓	✓	390	390	Meets requirements of Access to Community Facilities category

ORDINARY MEETING

Meeting Date: 29 July 2014

Applicant	Sponsorship Type (1)	Description	Assessment Criteria							Amount requested (or previously approved for ES Sponsorship)	Amount recommended	Comments
			Local service	Not-for-profit	Not funded by State/Federal Agency	Co-contribution provided	Reflects agreed community priority	Meets sponsorship criteria	Financially sustainable			
12. Richmond Community Nursing Home – Fundraising Committee	SG	Purchase of a piano for use by nursing home residents	✓	✓	✓	✓	✓	✓	✓	3,000	3,000	Meets requirements of the Program and Seeding Grant category
13. Sandy Freeman	MA	Representative swimming – Special Olympics, Melbourne, Victoria	✓	✓	✓	✓	✓	✓	n/a	100	100	Meets requirements of the Minor Assistance category
14. Elizabeth Pratt	MA	Representative canoeing – 2014 Canoe Marathon Masters World Cup, Oklahoma, USA	✓	✓	✓	✓	✓	✓	n/a	100	100	Meets requirements of the Minor Assistance category
15. Lyle Mead	MA	Representative canoeing – 2014 Canoe Marathon Masters World Cup, Oklahoma, USA	✓	✓	✓	✓	✓	✓	n/a	100	100	Meets requirements of the Minor Assistance category
16. Naomi Borg	MA	Representative netball – NSW Combined High School 15Yrs Netball Team – Melbourne	✓	✓	✓	✓	✓	✓	n/a	100	100	Meets requirements of the Minor Assistance category
17. Megan Bertenshaw	MA	Representative Oztag – 2014 UK and Ireland International Tour	✓	✓	✓	✓	✓	✓	n/a	100	100	Meets requirements of the Minor Assistance category
18. Hawkesbury Riding Club Inc.	SG	Equestrian Education programs, specialist skills coaching, training and certificate courses	✓	✓	✓	✓	✓	✓	✓	2,500	2,500	Meets requirements of the Program and Seeding Grant category

ORDINARY MEETING

Meeting Date: 29 July 2014

Applicant	Sponsorship Type (1)	Description	Assessment Criteria								Amount requested (or ES Sponsorship) previously approved for	Amount recommended	Comments	
			Local service	Not-for-profit	Not funded by State/Federal Agency	Co-contribution provided	Reflects agreed community priority	Meets sponsorship criteria	Financially sustainable	Documentation provided				
19. Autism Spectrum Australia	SG	Sports Ability program for local children with autism at St Monica's Primary School and Richmond Public School	x	✓	x	✓	✓	✓	x	✓	✓	3,000	Nil	Organisation is funded by Federal and State Government Departments to provide program for which funding is sought.
20. Glossodia Community Information and Neighbourhood Centre Inc	SG	Refurbishment of playground at the front of the facility	✓	✓	✓	✓	✓	✓	✓	✓	3,000	3,000	Meets requirements of the Program and Seeding Grant category	
21. North Richmond Community Centre Inc	MA	Paint the Hawkesbury REaD	✓	✓	✓	✓	✓	✓	✓	n/a	500	500	Meets requirements of the Minor Assistance category	
22. Friends of Hawkesbury Pioneers Village Inc	SG	Interpretive heritage signage for the village	✓	✓	✓	✓	✓	✓	✓	✓	2,500	2,500	Meets requirements of the Program and Seeding Grant category	
23. St Matthew's Catholic Church	SG	Printing of a book to celebrate the 175 th year of the church	✓	✓	✓	✓	✓	✓	✓	✓	1,880	1,880	Meets requirements of the Program and Seeding Grant category	
TOTAL											46,237			

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

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 29 July 2014

Item: 134 **SS - Draft Access and Inclusion Plan - (95496)**

Previous Item: 61, Ordinary (25 March 2014)
 35, Ordinary (13 March 2012)
 266, Ordinary (29 November 2011)
 87, Ordinary (10 May 2011)

REPORT:

Executive Summary

This report has been prepared to advise Council of the completion of the Draft Access and Inclusion Plan 2014-2017. The Plan has been endorsed by the Access and Inclusion Advisory Committee. The report proposes that Council place the Draft Access and Inclusion Plan on public exhibition.

Consultation

The issues raised in this report concern a matter which constitutes a trigger for Community Engagement under Council's Community Engagement Policy. It is proposed that Council undertake the following community engagement process in compliance with Council's Policy:

- Place the Draft Access and Inclusion Plan on public exhibition.
- Invite comments and submissions from interested persons via the on-line Engagement HQ portal.
- Electronically distribute the Draft Access and Inclusion Plan to members of the Home and Community Care Forum, the Hawkesbury Multicultural Interagency, the Nepean Area Disability Forum and the Merana Aboriginal Corporation.

Background

In May 2011, Council endorsed proposed terms of reference (TOR) for the preparation of a Disability Action Plan. The TOR were adapted from guidelines for disability action planning issued by the then Ageing, Disability & Home Care, Department of Human Services NSW.

Following the adoption of the TOR, the Hawkesbury Disability Advisory Committee initially reviewed Council's existing access and equity policy settings and prepared a draft Access and Inclusion Policy which was subsequently adopted by Council. The Committee also resolved, in view of the broader scope of the draft Policy, to rename the proposed Draft Disability Action Plan as an Access and Inclusion Plan and recommended that the Committee also be renamed as the Access and Inclusion Advisory Committee. In March 2012, Council accepted these recommendations.

Hawkesbury Access and Inclusion Plan 2014-2017

To progress the preparation of the draft Access and Inclusion Plan, the Access and Inclusion Advisory Committee (AIAC) implemented a consultation strategy. The strategy included an on-line access and inclusion survey and stakeholder workshops. The purpose of the consultations was to document the day to day experiences of residents to gain an understanding of the obstacles that people have encountered in accessing the services and facilities they need, and the barriers that restricted their participation in community and civic life.

Based on these consultations, the key focus areas for the Draft Hawkesbury Access and Inclusion Plan were identified as:

- *an accessible built environment* - creating accessible, people friendly and welcoming public places and making it easier for people to get to the places they want to go using safe and connected pathways, road networks and public and community transport;

ORDINARY MEETING

Meeting Date: 29 July 2014

- *participation in community life* - removing the barriers and constraints that prevent people from accessing the services and facilities they need and making sure that people can have their say on the issues that affect them;
- *an informed and aware community* - making it easy for people to find out about services and facilities and how to use them and building a community that understands the importance of creating an accessible built environment and an inclusive civil society;
- *employment and learning* – working together so that people, regardless of their personal circumstances, can participate in learning throughout their lives and gain the skills and knowledge they need to find and maintain employment;
- *doing business with Council* - making sure that people can have confidence in their dealings with Council and with Council staff.

The Draft Plan identifies 26 actions which have been derived from the key issues raised during the community consultations. For each of these actions, the Draft Plan identifies what has been done to date in response to the issue, what is planned to be undertaken over the next three years, and what the longer-term objective should be in relation to the issue.

The Draft Plan was considered at the June 2014 meeting of the Access and Inclusion Advisory Committee with the Committee resolving to request that Council place the Draft Plan on public exhibition.

A copy of the Draft Hawkesbury Access and Inclusion Plan 2014-2017 is attached to this report as Attachment 1.

Conformance to the Hawkesbury Community Strategic Plan

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

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

Financial Implications

There are no direct financial implications arising out of this report. If subsequently adopted, the Plan may require the allocation of staff hours and resources which will be negotiated in conjunction with the normal development of Council work plans and within Council's budget planning processes.

RECOMMENDATION:

That the Draft Hawkesbury Access and Inclusion Plan 2014-2017 be placed on public exhibition for a minimum period of 28 days.

ATTACHMENTS:

AT - 1 Draft Hawkesbury Access and Inclusion Plan 2014-2017 - (*Distributed Under Separate Cover*)

oooO END OF REPORT Oooo

Item: 135 **SS - Hawkesbury Community Strategic Plan - Proposed List of Community Indicators - (95496, 96328)**

Previous Item: 108, Ordinary (24 June 2014)

REPORT:

Executive Summary

This report is being re-reported to Council following its consideration at the Councillor Briefing Session held on 15 July 2014. Additional paragraphs have been inserted at the end of the report in response to the issues raised by Councillors at the Briefing Session.

This report has been prepared to present to Council a proposed list of Community Indicators to be used to measure progress in the implementation of the Hawkesbury Community Strategic Plan 2013-2032 (HCSP). The list of Community Indicators has been compiled to reflect the adopted Strategies and Measures in the HCSP. The proposed list has been considered by both the Human Services Advisory Committee and the Sustainability Advisory Committee. The report also outlines how it is intended to incorporate the reporting of the Community Indicators within Council's existing reporting processes within the Division of Local Government's Integrated Planning and Reporting Framework.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy. The report identifies a series of Community Indicators to monitor the implementation of HCSP which are based on the content of the HCSP which was adopted following its public exhibition and report to Council. The list of Community Indicators is ostensibly a 'technical tool' to complement and quantify the adopted Measures in the HCSP.

The proposed Community Indicators have been developed in consultation with the Human Services Advisory Committee. The proposed Community Indicators have also been considered by the Sustainability Advisory Committee.

Background

The Hawkesbury Community Strategic Plan 2013-2032 was adopted by Council on 9 April 2013. The Plan documents the community's aspirations for the future of the Hawkesbury. The Plan incorporates a series of Directions, Strategies and Goals which outline how these aspirations are to be achieved and the targets that will need to be met if they are to be achieved. The Plan also identifies measures to track progress in moving towards these targets.

At the Councillor Workshop to review the HCSP held in 2012, there was a strong emphasis on developing a Plan whose outcomes could be objectively measured. To this end, considerable time was spent on developing a set of measures which reflect the Goals within the HCSP. These measures (indicators) were subsequently included in the HCSP and also appear in the Delivery Program.

The Development of HCSP Community Indicators

In December 2011, Council established the Human Services Advisory Committee (HSAC). One of the objectives of HSAC (as outlined in its Constitution adopted by Council) was *"to assist Council to identify community indicators to measure progress in the improvement of the well-being of residents which reflected the human service priorities identified within the Hawkesbury Community Strategic Plan"*. The HSAC had commenced preliminary work on this task. The adoption of the HCSP in 2013 provided a more precise framework for its completion.

Initially, it was intended to develop Community Indicators to reflect the human service priorities identified within the HCSP. In practice, it was difficult to define the boundary between the 'human service' elements and the other elements within the HCSP. Accordingly, with the concurrence of Council's senior management, the scope of the Committees project was expanded to encompass all Strategies and Measures across the five themes within the HCSP.

A draft list of Community Indicators was compiled by the HSAC and presented to Council Managers. The list was subsequently refined based on advice as to the availability of data for the proposed indicators within the draft list. The final list was re-reported to the HSAC and adopted. The final list was also reported to the Sustainability Advisory Committee (SAC) to assist the Committee in its work of identifying sustainability indicators for Council.

Proposed List of HCSP Community Indicators

In relation to the final list of Community Indicators attached as Attachment 1 to this report, the following matters are highlighted.

Source

The indicators have been derived from established indicators which have been identified in conjunction with the development of community indicator frameworks by other local governments, universities and state and federal local government bodies.

The draft and final lists were developed with reference to the following publications:

- City of Sydney Indicator Framework (Institute for Sustainable Futures)
- Briefing Paper: Measuring Well Being (NSW Parliamentary Research Service)
- Community Indicators Project Report (NSW Department of Local Government)
- Measuring Liveability: Community Wellbeing Framework and Indicators. Penrith City Council. (Australian Centre for Excellence for Local Government).
- Community Wellbeing Indicators: Measures for Local Government. Local Government Association of Queensland (Australian Centre for Excellence for Local Government).

Scope

Each proposed Community Indicator is directly linked to the 43 measures in the HCSP. If a measure was not in the HCSP, it was assumed that this was not something which Council wanted to be measured. The final list includes a headline indicator for each HCSP measure – which directly relates to the measure or which is as close as possible to the HCSP measure (given the availability of data). Secondary Indicators have also been identified to supplement the headline indicator – these could be considered to be optional but they are useful in that they provide a more balanced picture of performance against the HCSP measure.

A mix of Indicators

A combination of quantitative and qualitative indicators have been proposed. The quantitative indicators provide hard numerical data, while the qualitative indicators are primarily derived from Council's biennial community survey tool.

Measurable and based on existing sources

Only indicators which can be readily obtained from an existing, reliable source have been included. The measurement of each indicator needs to be able to be repeated over time – where an indicator was not able to be accurately sourced and replicated on a regular basis it was omitted (from the initial draft list).

Achievable within existing resources

Indicators have been selected on the basis that they can be accessed and collated without the need for significant additional staffing or financial resources (apart from the time required to prepare the proposed annual, mid-term and end of term reports – which in any event would have been needed to be prepared to meet the requirements of the Office of Local Government’s Integrated Planning and Reporting Guidelines).

Referenced to biennial Community Survey

The final draft list includes 19 indicators which are sourced directly from the biennial Community Survey conducted by Micromex Research. Nine additional questions are proposed for inclusion in the Survey to fill a gap in the Survey in relation to key HCSP strategies which are currently not adequately covered within the Survey.

Adoption of Community Indicators

The final list of Community Indicators are being reported to Council for adoption. As outlined above, the final list identifies indicators which are directly related to the adopted measures within the HCSP, or which are as close as possible to the HCSP measure given the availability of data.

Should Council wish to consider other possible indicators for inclusion in the final list, it is suggested that any additional indicator should be directly relevant to a HCSP measure or strategy and be able to be measured using an existing data source which can be replicated over time. Ideally, there should be a maximum of two indicators for each HCSP measure (one headline and one secondary indicator), and consequently for the total number of indicators should not exceed 80.

Implementation

Under the Office of Local Government’s Integrated Planning and Reporting Framework, Council is required to prepare and publish six-monthly reports on progress in implementing its yearly Operational Plan, a mid-term and an end-of-term (four yearly) report on the implementation of the Delivery Program.

It is proposed to integrate the reporting of Community Indicators within this existing cycle. This will enable Council and the community to track progress in the implementation of the HCSP over the longer term. It is proposed that a ‘Community Report Card’ format be explored which would collate and condense the data from the proposed list of Community Indicators, to make some deductions as to the progress in achieving HCSP outcomes. Each Goal in the HCSP would be evaluated (on the basis of what the applicable headline and secondary indicators say) to assess how the community is travelling in relation to that goal – i.e. improving, stable, or declining.

However, the precise format and timing of the Community Report Card will need to take into account the frequency of data that can be collected for each of the proposed Community Indicators. As more than half of the proposed Community Indicators involve the collection of data which is only generated at two yearly or five yearly intervals - there would be little value in implementing a six-monthly or annual reporting regime, as this frequency of reporting would not provide for the identification of any meaningful trend over the short term. It may be more realistic to prepare a two-yearly Community Report Card (a ‘mid-term’ and an ‘end of term’ report).

In any event, before any Community Report Card can be produced, there is a need to establish the baseline from which progress in implementing the HCSP can be measured. To this end it is proposed that an introductory Community Report Card be compiled to establish the baseline for each of the indicators, so that future trends in relation to each HCSP measure can be tracked. This Introductory Report would be reported to Council and if approved by Council posted on Council’s web-page.

Additional Information in response to matters raised in Councillor Briefing Session

The wording of Community Indicator **(LPP) 3.2 Residential Building Approvals** has been slightly amended (the word 'homes' has been substituted by 'dwellings'). The concern expressed at the Councillor Briefing Session was that the wording of this indicator may not capture whether an absolute increase in the number of new dwellings addressed the demand for affordable housing. There is no robust and available measure which quantifies the provision of affordable housing as whether or not a dwelling is deemed as affordable is dependent on the financial circumstances of the purchaser. In this respect this Community Indicator would need to be assessed in conjunction with Community Indicators **(LPP) 3.1 Community Satisfaction with Housing Choice**; **(LPP) 3.3 Housing Affordability – Households experiencing Housing Stress**; and **(LPP) 3.4 Community Perception of Housing Affordability**, to determine if the increase in the number of dwellings was having a positive or negative impact on housing affordability.

The Community Indicators relating to Community Safety **(LPP9)** and Road Maintenance **(LH2)** have been rearranged so that the numerical indicators have been identified as the Headline Indicator and the community perception indicators have been identified as the Secondary Indicator.

It is intended that the introductory Community Report Card would be completed prior to the end of 2014 and reported to Council. This would provide the opportunity for Council to determine the appropriateness and usefulness of the proposed Community Indicators and where necessary amend or substitute the Community Indicators if an indicator was assessed as a deficient measure.

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 arising from this report. The identified Community Indicators have been selected on the basis that they can be accessed and collated without the need for significant additional staffing or financial resources. The preparation of the required reports will require staffing resources which can be negotiated in conjunction with normal workload demands.

RECOMMENDATION:

That:

1. Council adopt the proposed list of Community Indicators, attached as Attachment 1 to the report, to be used to measure progress in the implementation of the Hawkesbury Community Strategic Plan 2013-2032.
2. An Introductory Community Report Card be compiled, based on the proposed Community Indicators, and reported to Council.

ATTACHMENTS:

- AT - 1** Proposed Community Indicators – Measuring the Hawkesbury Community Strategic Plan
(Distributed under separate cover)

ooo END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 29 July 2014

Item: 136

SS - Pecuniary Interest Return - Designated Person - (95496, 96333)

REPORT:

Executive Summary

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

Consultation

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

Background

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

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

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

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

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

Position	Return Date	Date Lodged
Building and Development Officer	24 April 2014	2 June 2014

The above Designated Person has lodged their Section 449(1) Return prior to the due date (being three months after the Return Date), as required by the Act for the receipt of the Return.

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

ORDINARY MEETING

Meeting Date: 29 July 2014

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 information be received and noted.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ordinary

section 4

reports
of committees

ORDINARY MEETING

Reports of Committees

SECTION 4 - Reports of Committees

ROC Local Traffic Committee - 14 July 2014 - (80245)

Minutes of the Meeting of the Local Traffic Committee held in the Large Committee Room, Windsor, on 14 July 2014, commencing at 3pm.

- Present:** Councillor Kim Ford (Chairman)
 Mr James Suprain, Roads and Maritime Services
 Inspector Ian Woodward, NSW Police Force
 Mr Dave Davies, Busways
 Mr Graham Dyason, Busways
- Apologies:** Mr Bart Bassett, MP (Londonderry)
 Mr Ray Williams, MP (Hawkesbury)
 Mr Kevin Conolly, MP (Riverstone)
 Snr Constable Debbie Byrnes, NSW Police Force
 Mr Steve Grady, Busways
 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
 Ms Jillian Bentham, Events Coordinator
-

The Chairman tendered an apology on behalf of Kevin Conolly MP, (Riverstone), advising that Mr Kevin Conolly (Riverstone), concurred with the recommendations as contained in the formal agenda and had granted proxy to himself to cast vote(s) on his behalf.

SECTION 1 - Minutes

Item 1.1 Confirmation of Minutes

The Committee resolved on the motion of Councillor Kim Ford, seconded by Inspector Ian Woodward that the minutes from the previous meeting held Monday, 16 June 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 - 14 July 2014 - Item 2.1 - Farming Small Areas and Lifestyle Expo 2014 - Hawkesbury Showground, Clarendon - (Londonderry) - (80245, 14632, 88635)

REPORT:

Introduction

An application has been received from The Land/Fairfax Agricultural Media seeking approval (in traffic management terms) to conduct the Farming Small Areas and Lifestyle Expo 2014 within the Hawkesbury Showground, Clarendon, on Saturday, 1 and Sunday, 2 November 2014.

The event organiser has advised:

- The event is an agricultural and family field day, with local attractions, stalls and trade sites confined to the boundaries of the Hawkesbury Showground.
- This is the twelfth running of the event.
- The times for operation are proposed from 8:30am to 4pm for both days.
- The showground is located on Racecourse Road, with the Hawkesbury Racecourse and the Clarendon Railway Station located opposite.
- The event is expected to attract approximately 5,000 to 7,000 spectators/visitors over the two days.
- Approximately 150 exhibitors are expected.
- No road closures are required.
- Traffic control for parking and egress along Racecourse Road will be provided. Parking for vehicles will be provided within the Hawkesbury Showground and Racecourse Road. Entry to the Hawkesbury Showground will be via Gates 1 and 4.
- Traffic congestion will be monitored along Racecourse Road by traffic marshals to ensure vehicles are not queuing onto Hawkesbury Valley Way. If this does occur, Gate 1 will be closed with cars directed to use Gates 2 and 4.
- Variable Messaging Signs (VMS) or static notice boards will be provided along Hawkesbury Valley Way on each approach to Racecourse Road.
- Public walk-in entry will be via the pedestrian turnstiles next to Gate 1, for those using Clarendon Railway Station as a commute.
- It is anticipated that, as in previous years, no disruption to general traffic flow in the area is expected.

Discussion

Racecourse Road intersects with Hawkesbury Valley Way near the northern boundary of the showground site, and intersects with Blacktown Road approximately 3.5 kilometres to the south. Racecourse Road is a minor rural road of approximately 3.5 kilometres in length with the full length being sealed. The event organiser is anticipating that a high proportion of traffic is expected from the Hawkesbury Valley Way intersection and is providing VMS's or static notice boards along Hawkesbury Valley Way. Both Hawkesbury Valley Way and Blacktown Road are main arterial roads.

ORDINARY MEETING
Reports of Committees

Traffic congestion is likely to be concentrated in Hawkesbury Valley Way, from where the majority of vehicles will queue to enter Racecourse Road, and in Racecourse Road, as vehicles queue to enter parking areas. It is likely that some vehicles, to avoid the congestion at Hawkesbury Valley Way, will travel towards the intersection of Blacktown Road.

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

The event organiser has submitted the following items in relation to the event: Attachment 2 (ECM Document No: 4838635):

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) that only gives a brief outline of the event,
5. Traffic and Parking Map,
6. Copy of Insurance Policy which is valid to 30 September 2014,
7. Copies of correspondence forwarded to the NSW Police Force.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Kim Ford, seconded by Mr James Suprain.

Support for 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 Farming Small Areas and Lifestyle Expo 2014 event within the Hawkesbury Showground, Clarendon, on Saturday, 1 and Sunday, 2 November 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:

ORDINARY MEETING
Reports of Committees

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 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 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;**
- 4d. the event organiser is to **submit a Transport Management Plan (TMP) for the entire 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 requires traffic control on a public road, 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 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;**
- 4h. the event organiser is to advertise the event in the local press stating the entire 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);
- 4i. 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;**
- 4j. 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;**

ORDINARY MEETING
Reports of Committees

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

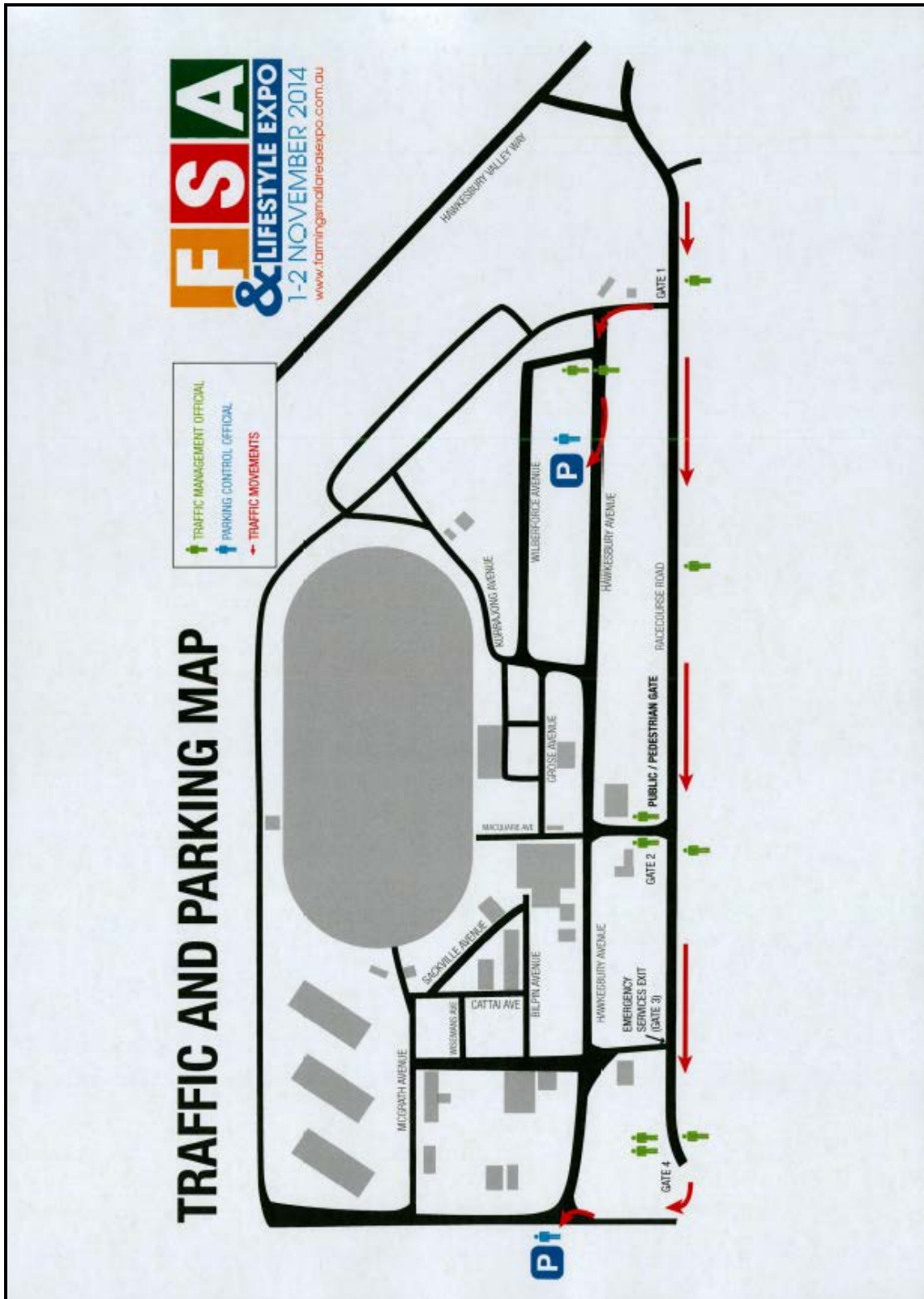
During the event:

- 4m. access is to be maintained for businesses, residents and their visitors;
- 4n. a clear passageway of at least four metres in width is to be maintained at all times for emergency vehicles;
- 4o. all traffic controllers / marshals operating within the public road network are to hold appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4p. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed for the event, during the event, under the direction of a traffic controller holding appropriate certification as required by the Roads and Maritime Services - RMS (formerly RTA);
- 4q. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4r. 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** Farming Small Areas Expo 2014 – Traffic and Parking Map
- AT - 2** Special Event Application – (ECM Document No: 4838635) - *see attached*

AT - 1 Farming Small Areas Expo 2014 – Traffic and Parking Map



ORDINARY MEETING
Reports of Committees

Item: 2.2 LTC - 14 July 2014 - Item 2.2 - Freedom of Entry to the City - Windsor (Riverstone) - (80245, 107 and 79351)

REPORT:

An application has been received seeking approval (in traffic management terms) to conduct the Freedom of Entry to the City, Windsor, on Thursday, 23 October 2014.

The event organiser has advised;

- Freedom of Entry to the City, Windsor is a parade that is held to celebrate the commitment to community and country by the personnel of the RAAF Base Richmond;
- This is the first time this event is being undertaken in Windsor;
- The parade will consist of approximately 200 RAAF personnel who will be accompanied by the RAAF Band;
- The parade for the event will be conducted between 10:30am and 11:30am;
- Approximately 200 spectators are expected;
- RAAF personnel will assemble at Don't Worry Oval, McQuade Park Windsor, adjacent to Moses Street, at 10:30am where the 'Marching on of the Colours Ceremony' will take place;
- The parade will exit Don't Worry Oval in the western corner of Don't Worry Oval to parade along Moses Street onto Tebbutt Street and turning right onto George Street, Windsor. The parade will conclude in McQuade Oval;
- At the junction of Moses Street and Tebbutt Street the parade will halt for five minutes, to allow spectators to move from Don't Worry Oval to the War Memorial on the corner of Tebbutt Street and George Street where, at approximately 11am, the parade will be 'challenged' by a NSW Police Officer;
- At 11:15am, the parade will continue down George Street and through McQuade Park to finish the formalities in McQuade Oval for a formal Parade Review Ceremony by the Mayor at approximately 11:30am;
- On conclusion, a sausage sizzle and RAAF displays will be held in the Park;
- The safety of the event will be improved with the removal of through traffic along the parade route;
- Road Closures are required to operate between 10:15am and 11:30am, with set-up commencing from 10am;
- The following Road Closures are proposed for the parade:
 - Moses Street from Claremont Crescent to Tebbutt Street/The Terrace, which includes its intersection with Greenway Crescent,
 - Tebbutt Street from Moses Street/The Terrace to George Street, which includes its intersection with Little Church Street,
 - George Street from Tebbutt Street for a distance of 200 metres towards Hawkesbury Valley Way, which includes the intersection of Dight Street and the entrance to McQuade Park.
- The following Road Closure points will be in place:

ORDINARY MEETING
Reports of Committees

- Intersection of Moses Street and Hawkesbury Valley Way (Part Closure),
 - Intersection of Moses Street and Claremont Crescent,
 - Intersection of Moses Street and Greenway Crescent,
 - Intersection of Moses Street/Tebbutt Street and The Terrace,
 - Intersection of Tebbutt Street and Little Church Street,
 - Intersection of Tebbutt Street and George Street,
 - Intersection of George Street and Dight Street,
 - Intersection of George Street and Hawkesbury Valley Way (Part Closure);
- Community consultation has been undertaken seeking feedback on the proposed route and road closures by way of a letter and map of the parade route to affected owners, residents and businesses. A total of 245 letters were issued seeking feedback and comments;
 - Residents have responded in a positive manner and are supportive of the event. Not all residents have responded. It is noted that no responses were received rejecting the event and as such it can be assumed that adjoining owners, residents and businesses are supportive of the event being held;
 - Extensive community notification by way of letter box drop, advertising and signage will be undertaken in the weeks prior up to the event to ensure affected residents, businesses and motorists are aware of the changed traffic conditions and road closures.

The Parade Route Map for the Event is contained in Attachment 1.

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 the event may impact minor traffic and transport systems, which includes the proposed road closures, and there may be a low scale disruption to the non-event community.

The following Road Closures are proposed for Thursday, 23 October 2014, between 10am and 11:30am (which includes set-up);

- Moses Street from Claremont Crescent to Tebbutt Street/The Terrace, which includes its intersection with Greenway Crescent, for a distance of 300 metres,
- Tebbutt Street from Moses Street/The Terrace to George Street, which includes its intersection with Little Church Street, for a distance of 225 metres,
- George Street from Tebbutt Street for a distance of 200 metres towards Hawkesbury Valley Way; which includes the intersection of Dight Street and the entrance to McQuade Park. Dight Street is a One-Way street in the direction of George Street to Macquarie Street. The entrance to McQuade Park along George Street is located approximately 110 metres from Tebbutt Street,
- Hawkesbury Valley Way is a State road with closure points at Moses Street and George Street. Both closure points will operate as part closure points,
- There are approximately 20 properties along the proposed route. The majority of the properties are urban properties with a mix of residential and business properties,
- The adjoining property owners have been consulted and are supportive of the event.
- The roads proposed to be closed for the event are around McQuade Park, with alternate roads available for access into the Windsor Residential and Business area.

ORDINARY MEETING
Reports of Committees

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

Road Name	Speed Limit (km/h)	Max ADT Recorded (Year)	Sealed Carriageway Width (m)
Moses Street	50	1024 (1990)	12.0 to 16.0
Tebbutt Street	50	1297 (1998)	13.2
George Street	40	7200 (1995)	12.6

The event organiser has submitted the following items in relation to the event: Attachment 1 (ECM Document No: 4848931):

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 Risk Assessment,
5. Parade Route Map with Road closure details,
6. Copy of Consultation letter to Residents and Business Owners with the results of the Resident Poll.

The Transport Management Plan (TMP) and the associated Traffic Control Plan (TCP) is to be submitted to the Transport Management Centre (TMC) for authorisation due to the proposed road closures.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr James Suprain, seconded by Inspector Ian Woodward.

Support for 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 Freedom of Entry to the City, Windsor event planned for Thursday, 23 October 2014 between 10:15am and 11:30am 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, the following road closures and traffic control measures:
 - Road Closure; Moses Street, Windsor, between Claremont Crescent and Tebbutt Street/The Terrace; which includes its intersection with Greenway Crescent.

ORDINARY MEETING

Reports of Committees

- Road Closure; Tebbutt Street, Windsor, between Moses Street/The Terrace and George Street; which includes its intersection with Little Church Street.
- Road Closure; George Street, Windsor, from Tebbutt Street for a distance of 200 metres towards Hawkesbury Valley Way; which includes the intersection of Dight Street and the entrance to McQuade Park.
- Road Closures only permitted for Thursday, 23 October 2014, between 10am and 11:30am (which includes set-up).
- No other road closures are permitted.

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 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;**
- 4d. the event organiser is to obtain approval from the **Transport Management Centre – TMC** as road closures are proposed; **a copy of the Transport Management Centre – TMC approval to be submitted to Council;**
- 4e. 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, the Roads and Maritime Services - RMS 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;
- 4f. 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;**
- 4g. As the event involves the closure and the traverse of public roads, the event organiser is required to submit a Road Occupancy Application (ROA) to Council, with the associated fee, to occupy and close the road;

ORDINARY MEETING
Reports of Committees

- 4h. the event organiser is to obtain written approval from Council's Parks and Recreation Section for the use of McQuade Park;
- 4i. the event organiser is to obtain written approval from Hawkesbury Sports Council Inc for the use of their section of McQuade Park; **a copy of the correspondence 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 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. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices are to be placed along the event and detour route, including the 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);
- 4s. the participants are to be advised of the traffic control arrangements in place, prior to the commencement of the event; and,
- 4t. all roads and marshalling points are to be kept clean and tidy, with all signs and devices to be removed immediately upon completion of the activity.

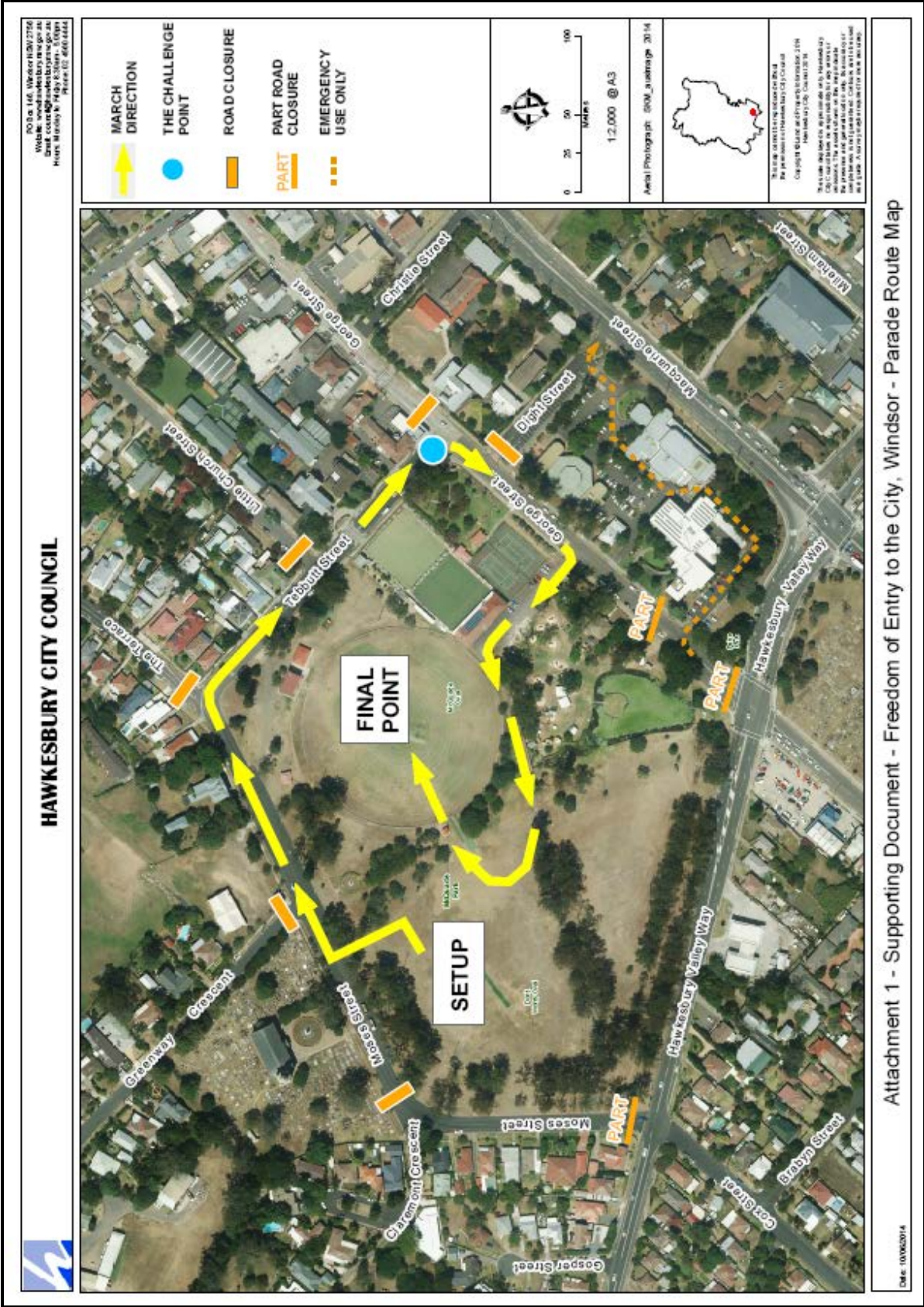
ORDINARY MEETING
Reports of Committees

APPENDICES:

AT – 1 Freedom of Entry to the City, Windsor - Parade Route Map

AT – 2 Special Event Application - (ECM Document No: 4848931) - *see attached*

AT – 1 Freedom of Entry to the City, Windsor - Parade Route Map.



Attachment 1 - Supporting Document - Freedom of Entry to the City, Windsor - Parade Route Map

Item: 2.3 LTC - 14 July 2014 - Item 2.3 - Proposed Taxi and No Parking Zones - Richmond, South Windsor and Windsor (Londonderry and Riverstone) - (80245, 1506, 74000, 74395)

REPORT:

Representation has been received from the Hawkesbury Local Area Command (LAC) - Windsor Police (ECM 4854894), requesting the installation of 'Taxi Zones' or 'No Parking' zones outside various venues in the Richmond, South Windsor and Windsor areas.

Lack of access to taxis during the latter part of the evening is posing a safety risk to patrons and it is proposed that appropriate zones be allocated outside nominated venues. There are approximately 11 taxis operating within the Hawkesbury Local Government Area (LGA). These are privately owned and operated. The taxi service they provide is the main form of late night public transport within the Hawkesbury LGA.

With 19 hotels, 12 clubs and two main town centres (Windsor and Richmond) within the Hawkesbury LGA, public transport is a major issue. Within the last 12 months, 39% of the drink driving offences within the Hawkesbury LGA, last consumed their alcohol in a licensed venue.

The local taxi drivers have expressed difficulty in being able to stop in the near vicinity of a number of licensed venues. Patrons leaving the late trading venues have to cross roads and walk between parked vehicles to get to the taxi. The majority of these persons have been consuming alcohol which creates an increased safety risk as their judgement may be impaired.

The proposed zones are part of the work being undertaken by the Police in relation to the Hawkesbury Liquor Accord. The Local Liquor Accords are voluntary industry-based partnerships working in local communities to introduce practical solutions to liquor-related problems. They reach agreements on ways to improve the operation of licensed venues so that venues and precincts are safe and enjoyable. Most local liquor accords include members from the local business community, local councils, police, government departments and other community organisations.

Six sites have been nominated for consideration:

- RG McGees - Windsor Street, Richmond
- Richmond Inn - March Street, Richmond
- Illusions Lounge - Baker Street, Windsor
- Hawkesbury Hotel – George Street, Windsor
- Railway Hotel – George Street, Windsor
- Windsor RSL – Argyle Street, South Windsor.

The Accord does not wish to adversely impact on any business or the general public and are requesting that the Taxi Zones come into effect after the general trading hours of the local shops. The proposed Taxi Zones outside these venues would need to operate between the hours of 9pm and 4am every night, with the exception of Windsor RSL which is required as a full time zone. The proposed 'No Parking' zones will operate on a full time basis.

The majority of the proposed Taxi Zones allow the taxi driver easy ingress and egress where they can drive forward in and drive out of the Taxi Zone. In relation to 'No Parking' zones, drivers are permitted to stop when actively picking up or dropping off passengers. The taxi drivers will be able to legally pick up and drop off passengers, however, will not be able to park and wait for passengers in these areas.

ORDINARY MEETING
Reports of Committees

Discussion:

A site visit was undertaken between Police and Council staff, to evaluate the appropriate zones for the nominated sites. As a result of the site visit and evaluating the current parking arrangements, a combination of the zones such as night time and full time taxi zones and no parking zones is proposed as listed in Table 1 and outlined in Attachments 1 to 7.

Table 1:

Venue	Street, Suburb	Existing Parking Zone	Proposed Parking Zone	Comments
RG McGees <i>(Plan No. TR001A/14)</i>	Windsor Street, Richmond	<ul style="list-style-type: none"> 1 Hour Parking (8:30am-6pm Mon-Fri and 8:30am-12:30pm Sat) = 20 metres 	<ul style="list-style-type: none"> Taxi Zone (9pm-4am) = 20 metres. 	Taxi Zone to operate outside the 1 Hour Parking restriction times.
Richmond Inn <i>(Plan No. TR001B/14)</i>	March Street, Richmond	<ul style="list-style-type: none"> No Stopping = 12 metres, No Parking = 43 metres 	<ul style="list-style-type: none"> No Stopping = 20 metres, Taxi Zone (9pm-4am) and No Parking at other times = 26 metres, No Stopping = 9 metres 	Existing 'No Stopping' zone to be extended to the mandatory 20 metres at Traffic Lights. The 'No Parking' zone to be adjusted accordingly. Taxi Zone to operate within the new 'No Parking' zone allocation.
Illusions Lounge <i>(Plan No. TR001C/14)</i>	Baker Street, Windsor	<ul style="list-style-type: none"> No Stopping = 7 metres 	<ul style="list-style-type: none"> No Parking = 7 metres 	Replace part of the existing 'No Stopping' zone with a 'No Parking' zone. The 'No Parking' zone is to be provided due to the proximity of the Pedestrian Crossing.
Hawkesbury Hotel <i>(Plan No. TR001D/14)</i>	George Street, Windsor	<ul style="list-style-type: none"> 1 Hour Parking (8:30am-6pm Mon-Fri and 8:30am-12:30pm Sat) = 12 metres 	<ul style="list-style-type: none"> Taxi Zone (9pm-4am) = 12 metres 	Taxi Zone to operate outside the 1 Hour Parking restriction times.
Railway Hotel <i>(Plan No. TR001E/14)</i>	George Street, Windsor	<ul style="list-style-type: none"> Untimed Parking = 7.5 metres 	<ul style="list-style-type: none"> No Parking = 7.5 metres 	Replace exiting untimed parking with a 'No Parking' zone

ORDINARY MEETING
Reports of Committees

Venue	Street, Suburb	Existing Parking Zone	Proposed Parking Zone	Comments
Windsor RSL (Plan No. TR001F/14)	Argyle Street, South Windsor	<ul style="list-style-type: none"> Untimed Parking = 32 metres 	<ul style="list-style-type: none"> Taxi Zone (full time) = 23 metres No Parking = 9 metres 	Taxi Zone to operate full time due to existing demands. Existing 'No Parking' zone to be extended across the car park access.

The Hawkesbury LAC has advised that the proposed measures have been endorsed by the six establishments.

The following zones are proposed:

- 'Taxi Zone' operating between 9pm and 4am (20 metres) be provided in Windsor Street, Richmond, adjacent to RG McGees located at No. 193 Windsor Street, Richmond, and in accordance with Plan No. TR001A/14. The existing '1 Hour' parking zone is to be retained.
- 'No Stopping' zone (20 metres), 'Taxi Zone' operating between 9pm and 4am in conjunction with a 'No Parking' zone operating at other times (26 metres) and a 'No Stopping' zone (nine metres) be provided in March Street adjacent to the Richmond Inn located at No. 90 March Street, Richmond, and in accordance with Plan No. TR001B/14 (Sheet 1 and 2). The existing parking zones are to be adjusted accordingly.
- 'No Parking' zone (seven metres) be provided in Baker Street, Windsor, adjacent to the Illusions Lounge located at No.89 George Street, Windsor, and in accordance with Plan No. TR001C/14. The existing 'No Stopping' zone is to be adjusted accordingly.
- 'Taxi Zone' operating between 9pm and 4am (12 metres) be provided in George Street, Windsor, adjacent to the Hawkesbury Hotel located at No. 339 George Street, Windsor, and in accordance with Plan No. TR001D/14. The existing '1 Hour' parking zone is to be retained.
- 'No Parking' zone (7.5 metres) be provided in George Street, Windsor, adjacent to the Railway Hotel located at No. 419 George Street, Windsor, and in accordance with Plan No. TR001E/14.
- 'Taxi Zone' (23 metres) and 'No Parking' zone (nine metres) be provided in Argyle Street, South Windsor, adjacent to Windsor RSL located at No. 36 Argyle Street, South Windsor, and in accordance with Plan No. TR001F/14. The existing parking zones are to be adjusted accordingly.

Funding assistance will be provided to Council for the implementation of the nominated parking restriction zones.

COMMITTEE RECOMMENDATION:

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

Support for Recommendation - Unanimous

That the following parking restrictions be implemented as listed below:

- 'Taxi Zone' operating between 9pm and 4am (20 metres) be provided in Windsor Street, Richmond, adjacent to RG McGees located at No. 193 Windsor Street, Richmond, in addition to the existing '1 Hour' parking zone and in accordance with Plan No. TR001A/14.
- 'No Stopping' zone (20 metres), 'Taxi Zone' operating between 9pm and 4am in conjunction with a 'No Parking' zone operating at other times (26 metres) and a 'No Stopping' zone (nine metres) be provided in March Street, Richmond, adjacent to the Richmond Inn located at No. 90 March Street, Richmond, replacing the existing parking zones and in accordance with Plan No. TR001B/14 (Sheet 1 and 2).

ORDINARY MEETING
Reports of Committees

3. 'No Parking' zone (even metres) be provided in Baker Street, Windsor, adjacent to the Illusions Lounge located at No.89 George Street, Windsor, replacing in part the existing 'No Stopping' zone and in accordance with Plan No. TR001C/14.
4. 'Taxi Zone' operating between 9pm and 4am (12 metres) be provided in George Street, Windsor, adjacent to the Hawkesbury Hotel located at No. 339 George Street, Windsor, in addition to the existing '1 Hour' parking zone and in accordance with Plan No. TR001D/14.
5. 'No Parking' zone (7.5 metres) be provided in George Street, Windsor, adjacent to the Railway Hotel located at No. 419 George Street, Windsor, and in accordance with Plan No. TR001E/14.
6. 'Taxi Zone' (23 metres) and 'No Parking' zone (9 metres) be provided in Argyle Street, South Windsor, adjacent to Windsor RSL located at No. 36 Argyle Street, South Windsor, replacing the existing parking zones and in accordance with Plan No. TR001F/14.

APPENDICES:

- AT – 1** Proposed Taxi Zone - RG McGees - Windsor Street, Richmond - Plan No. TR001A/14
- AT – 2** Proposed Taxi Zone - Richmond Inn - March Street, Richmond - Plan No. TR001B/14 (Sheet 1)
- AT – 3** Proposed Taxi Zone - Richmond Inn - March Street, Richmond - Plan No. TR001B/14 (Sheet 2)
- AT – 4** Proposed No Parking Zone - Illusions Lounge - Baker Street, Windsor - Plan No. TR001C/14
- AT – 5** Proposed Taxi Zone - Hawkesbury Hotel - George Street, Windsor - Plan No. TR001D/14
- AT – 6** Proposed No Parking Zone - Railway Hotel - George Street, Windsor - Plan No. TR001E/14
- AT – 7** Proposed Taxi Zone - Windsor RSL - Argyle Street, South Windsor - Plan No. TR001F/14

**AT – 1 Proposed Taxi Zone - RG McGees - Windsor Street, Richmond -
Plan No. TR001A/14.**

<p>HAWKESBURY CITY COUNCIL</p> <p>120-121a 14th, Windsor NSW 2756 Website: www.hawkesbury.nsw.gov.au Email: city@hawkesbury.nsw.gov.au Hours: Monday to Friday 8.30am - 5.00pm Phone: 02 4591 4444</p>	<p>Proposed Zone:</p> <ol style="list-style-type: none"> 1. Taxi Zone (9pm to 4am) 20 metres 2. Existing 1 hour parking zone to be retained 			<p>This is an advisory document and does not constitute a contract. It is subject to the approval of the Council. Copyright © City of Hawkesbury, 2014 No other person is permitted to copy or reproduce this document without the written permission of the City of Hawkesbury. The Council is not responsible for any loss or damage caused by the use of this document. All rights reserved. All other rights reserved.</p>
	 <p>Taxi Zone (9PM to 4AM) 20 metres</p> <p>PLAN NO. TR001A/14</p> <p>PROPOSED TAXI ZONE - RG MCGEES - WINDSOR STREET, RICHMOND</p>			


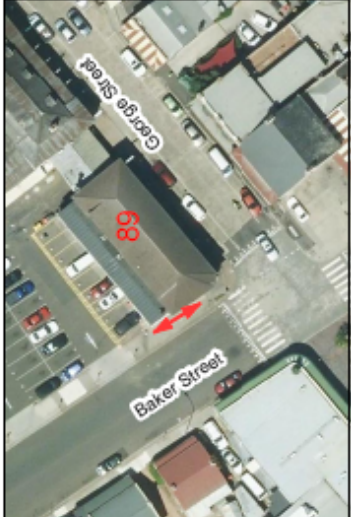

**AT – 2 Proposed Taxi Zone - Richmond Inn - March Street, Richmond -
Plan No. TR001B/14 (Sheet 1).**

<p>HAWKESBURY CITY COUNCIL</p> <p>PO Box 146, Wetherill Park 2756 Website: www.hawkesbury.nsw.gov.au Phone: 02 9830 2000 Hours: Monday to Friday 8.30am - 5.00pm Phone: 02 9830 2444</p>		<p>Proposed Zone:</p> <ol style="list-style-type: none"> 1. No Stopping Zone 20 metres 2. Taxi Zone (9pm to 4am) 26 metres + 3. No Stopping Zone 9 metres <p>No Parking Zone (At other times) 26 metres</p>			<p><small>This map is the property of the Council and is to be used only for the purposes for which it was prepared. It is not to be used for any other purpose without the written consent of the Council. The Council does not accept any liability for any loss or damage arising from the use of this map. Copyright © Council of Hawkesbury City Council 2014</small></p>
	<p>Date: 26/01/14</p>	<p>PLAN NO. TR001B/14 (Sheet 1 of 2) PROPOSED TAXI ZONE - RICHMOND INN - MARCH STREET, RICHMOND</p>			

**AT – 3 Proposed Taxi Zone - Richmond Inn - March Street, Richmond -
Plan No. TR001B/14 (Sheet 2).**

<p>HAWKESBURY CITY COUNCIL</p> <p>PO Box 146, Wodonga NSW 2766 Website: www.hawkesbury.nsw.gov.au Email: council@hawkesbury.nsw.gov.au Phone: 02 4892 4444</p>	 	<p>Proposed Zone:</p> <ol style="list-style-type: none"> No Stopping Zone 20 metres Taxi Zone (9pm to 4am) 26 metres <p>+</p> <p>No Parking Zone (At other times) 26 metres</p>			<p>This Plan is subject to the provisions of the Local Government Act 1993 and the Local Government (Financial Management) Act 2002.</p> <p>Copyright © Local Government of Wodonga 2014 Approved by Council on 28/08/14</p> <p>The Local Government of Wodonga is not responsible for any loss or damage arising from the use of this information. The Local Government of Wodonga is not responsible for any loss or damage arising from the use of this information. The Local Government of Wodonga is not responsible for any loss or damage arising from the use of this information.</p>
<p>PLAN NO. TR001B/14 (Sheet 2 of 2)</p> <p>PROPOSED TAXI ZONE - RICHMOND INN - MARCH STREET, RICHMOND</p>					



**AT – 4 Proposed No Parking Zone - Illusions Lounge - Baker Street, Windsor -
 Plan No. TR001C/14.**

<p>HAWKESBURY CITY COUNCIL</p> <p>PO Box 146, Windsor Highway 2756 Wimmera Council Email: council@wimmera.vic.gov.au Phone: 03 5200 1444 Hours: Monday to Friday 9:30am - 5:00pm</p>	<p>Proposed Zone:</p> <p>1. No Parking Zone 7 metres</p>			<p><small>This is not to be taken as an endorsement by Council of any particular proposal. It is for information only. The Council is not responsible for any loss or damage arising from the use of this information. The Council is not responsible for any loss or damage arising from the use of this information. The Council is not responsible for any loss or damage arising from the use of this information.</small></p>
	 			<p align="center">PROPOSED NO PARKING ZONE - ILLUSIONS LOUNGE - BAKER STREET, WINDSOR</p> <p align="right">PLAN NO. TR001C/14</p>

AT – 5 Proposed Taxi Zone - Hawkesbury Hotel - George Street, Windsor - Plan No. TR001D/14

<p>HAWKESBURY CITY COUNCIL</p> <p>PO Box 146, Windsor NSW 2776 Website: www.hawkesbury.nsw.gov.au Email: council@hawkesbury.nsw.gov.au Hours: Monday to Friday 8.30am - 5.00pm Phone: 02 4590 4444</p>	<p>Proposed Zone:</p> <ol style="list-style-type: none"> 1. Taxi Zone (9pm to 4am) 12 metres 2. Existing 1 hour parking zone to be retained 			<p><small>This plan is subject to the approval of the Council and is subject to the provisions of the Local Government Act 1995 and the Local Government (Planning and Development) Regulation 2014. It is subject to the provisions of the Local Government (Planning and Development) Regulation 2014. The Council is not responsible for any errors or omissions in this plan. The Council is not responsible for any errors or omissions in this plan. The Council is not responsible for any errors or omissions in this plan.</small></p>	<p>PLAN NO. TR001D/14</p> <p>PROPOSED TAXI ZONE - HAWKESBURY HOTEL - GEORGE STREET, WINDSOR</p> <p>046 262014</p>
	 				

**AT – 6 Proposed No Parking Zone - Railway Hotel - George Street, Windsor -
Plan No. TR001E/14**

<p>HAWKESBURY CITY COUNCIL</p> <p>PO Box 146, Windsor NSW 2756 Website: www.hawkesbury.nsw.gov.au Email: customerservice@hawkesbury.nsw.gov.au Hours: Monday to Friday 8.30am - 5.00pm Phone: 02 2582 2444</p>	<p>Proposed Zone:</p> <p>1. No Parking Zone 7.5 metres</p>		 <p>This study area has not been surveyed and is for information only. Copyright © Local and Regional Governments 2014 Hawkesbury City Council 2014 The Hawkesbury City Council is not responsible for any errors or omissions in this document. The Council is not liable for any loss or damage arising from the use of this document. The Council is not responsible for any loss or damage arising from the use of this document.</p>
			<p>PLAN NO. TR001E/14</p> <p>PROPOSED NO PARKING ZONE - RAILWAY HOTEL - GEORGE STREET, WINDSOR</p> <p>Date: 26/01/14</p>

**AT – 7 Proposed Taxi Zone - Windsor RSL - Argyle Street, South Windsor -
Plan No. TR001F/14**

<p>HAWKESBURY CITY COUNCIL</p> <p>PO Box 146, Windsor NSW 2756 Website: www.hawkesbury.nsw.gov.au Email: council@hawkesbury.nsw.gov.au Phone: 02 450 4444</p>	<p>Proposed Zone:</p> <ol style="list-style-type: none"> 1. Taxi Zone 23 metres 2. No Parking Zone 9 metres 		 <p>This is a summary of the proposed plan and does not constitute a final decision. It is subject to the final decision of the Council. The Council may vary the plan at any time. The Council is not responsible for any loss or damage caused by reliance on this information. The Council is not responsible for any loss or damage caused by reliance on this information. The Council is not responsible for any loss or damage caused by reliance on this information.</p>
 <p>Taxi Zone (Full Time) 23 metres</p> <p>No Parking Zone (9 metres)</p>			
			
<p>PLAN NO. TR001F/14</p> <p>PROPOSED TAXI ZONE - WINDSOR RSL - ARGYLE STREET, SOUTH WINDSOR</p>			

SECTION 3 - Reports for Information

There were no Reports for Information.

SECTION 4 - General Business

Item 4.1 **LTC - 14 July 2014 - Follow-up to the safety signage request in Greens Road adjacent to the South Sydney Juniors Resort, Lower Portland, (Hawkesbury) - (80245, 1506)**

Previous Item: LTC - 17 June 2013 Item 4.3

REPORT:

Mr C Amit advised the Committee that a request was made at the LTC meeting on 17 June 2013 to undertake a review of warning and safety signs along Greens Road, Lower Portland, in the vicinity of the South Sydney Rugby League Club Limited (South Sydney Juniors Resort), located at No. 251 Greens Road.

As a result of the review undertaken, three Pedestrian Warning signs were installed on each approach to the Resort in conjunction with other warning signs. The Resort have also installed their own signage to advise motorists of the Resort location.

The speed limit in this vicinity is 50 km/h. It is proposed to undertake traffic/speed counts on each approach to the Resort as a means of monitoring the effect of the warning signs that have been in place for a considerable time. The general arrangement of the road in the vicinity of the Resort promotes a low speed environment and it is anticipated that the speeds travelled near the resort are within the required speed limit.

The Committee discussed the speed environment at this location and agreed that the provision of speed calming measures such as speed humps would not be appropriate given the Rural aspect and the noise factors associated with trucks and the like travelling along this section of road. Undertaking traffic/speed counts would give a good indication on the travelling speeds at this location as a result of the warning signs installed.

The Committee did not feel there was a need to report back the results of the traffic /speed count unless the results were adverse and a treatment needs to be discussed.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Kim Ford, seconded by Mr James Suprain.

Support for recommendation: - Unanimous

That information be received.

APPENDICES:

There are no supporting documents for this report.

ORDINARY MEETING
Reports of Committees

SECTION 5 - Next Meeting

The next Local Traffic Committee meeting will be held on Monday, 11 August 2014 at 3pm in the Large Committee Room.

The meeting terminated at 3:25pm

oooO END OF REPORT Oooo

ordinary

section 5

notices of motion

ORDINARY MEETING

Notices of Motion

ORDINARY MEETING

Notices of Motion

SECTION 5 - Notices of Motion

NM1 **Timed parking in Kurrajong Village - (79351, 105109, 125612)**

Submitted by: Councillor Lyons-Buckett

NOTICE OF MOTION:

That Council resolve to investigate the introduction of timed parking areas in Kurrajong Village.

BACKGROUND:

There have been ongoing issues with parking in the village area of Kurrajong. With no restrictions on parking, there are cars which park in the main section of the street for the entire day which restricts access for customers to local businesses. If there was a section of the street and/or car park which was subject to a time restriction this would improve accessibility for customers to local shops and businesses.

ATTACHMENTS:

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING

Notices of Motion

NM2 **Repeal of carbon price legislation - (79351, 105109, 125612)**

Submitted by: Councillor Lyons-Buckett

NOTICE OF MOTION:

That Council allocate the \$450,000 attributed to the 'carbon tax' to community projects addressing energy efficiency.

BACKGROUND:

With the repeal of carbon price legislation the amount of money stated on rates notices as a cost to Council directly related to this legislation should be available for use.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING

Notices of Motion

NM3

M9 Motorway in Western Sydney - (79351, 105109, 125611)

Submitted by: Councillor Creed

NOTICE OF MOTION:

That Council:

1. Support the plan to create a road corridor for the M9 motorway in Western Sydney.
2. Support the utilisation of the Castlereagh Freeway corridor for connection of the M9 to the M7 and Castlereagh Road to provide access to residents of Hawkesbury and Penrith LGAs.
3. Write to Penrith City Council asking them to work with Hawkesbury City Council in lobbying for an appropriate corridor and for the Castlereagh Freeway corridor to be utilised in the planning of road connections.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING

Notices of Motion

NM4 **Establishment of an Aboriginal Community Liaison Officer - (79351, 105109, 80105)**

Submitted by: Councillor Williams

NOTICE OF MOTION:

That Council give consideration to the establishment of a position of Aboriginal Community Liaison Officer.

ATTACHMENTS:

AT - 1 Letter form Shaun Middlebrook regarding an Aboriginal Community Liaison Officer

AT - 1 Letter from Shaun Middlebrook regarding an Aboriginal Community Liaison Officer

To Whom It May Concern

After much consultation with the Aboriginal community of the Hawkesbury region there has been a number of concerns raised. The concerns all stem from a lack of representation at a local Government level. I am writing to you to propose an Aboriginal identified position within Hawkesbury City Council that I have outlined below. Myself, and indeed the Aboriginal community feel that it would be a positive step forward in Hawkesbury City Councils dedication to reconciliation

Aboriginal Community Liaison Officer.

Purpose for the Position

The Aboriginal Community Liaison Officer (ACLO) will be responsible for providing advice and support to Council in the management of local Aboriginal issues. The position will assist in establishing and maintaining close personal rapport with Elders, Leaders and the grass roots members of the Aboriginal community by developing network contacts to strengthen co-operation and communication and to assist community members in their dealing with local Council issues.

The Position will facilitate:

- Confidence in council governance
- Involvement in council decision making as well as with in the wider community
- Representation for Aboriginal people at the local Government level.

Duties may include:

- Contributing to and when required leading the development of consultative mechanisms to promote understanding between Aboriginal communities and Council.
- Co-ordination and facilitation of Aboriginal cultural events such as Sorry Day, Allawah Day, NAIDOC week and the National Apology days.
- Promoting and taking a leading role in negotiating Aboriginal community use of Council resources, facilities and personnel

ORDINARY MEETING

Notices of Motion

- Assisting departmental staff, and when required staff from other agencies, to develop awareness of Aboriginal health issues that impact on outcomes for Aboriginal people.
- Promoting Council policies and programs through liaison with Aboriginal communities.
- Networking with services to create a safety net which may aid in a reduced rate of homelessness, domestic violence, drug and alcohol issues and legal issues.

Providing a communication link between Council and Police on issues within the Aboriginal community and assist with implementing better outcomes.

Funding the position

There are currently State Government initiatives to develop Aboriginal identified positions such as wage subsidies and full package funding.

- Indigenous Wage Subsidy (IWS)
<http://www.employment.gov.au/indigenous-wage-subsidy-iws>
- Elsa Dixon Aboriginal Employment Program (EDAEP)
https://www.training.nsw.gov.au/programs_services/funded_other/acp/edaep.html

If you have any question or concerns regarding this proposal, I would be happy to discuss it further as would the Aboriginal community.

Kind Regards

Shaun Middlebrook

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 - 8 July 2014

#	Councillor	Question	Response
1	Williams	Enquired if it is possible to have the thumbnails that appear on the bottom of the online Business Paper to correspond with the numbers on the document.	The Director Support Services advised that the Council's Business Paper contained within the existing Business Paper system does not allow for the reconfiguration of page numbering to match the page numbering within the PDF version of the Business Papers on Councillors' iPads and laptops. Bookmarks can be opened on the top left hand corner of the Business Papers on Councillors' iPads and laptops that enable direct access to each item in the Council's Business Papers.
2	Paine	Requested that Council clean up the garden bed in front of the toilet block at Ham Common, Clarendon.	The Director Infrastructure Services advised that instructions have been issued for maintenance work on this area.
3	Porter	Requested an update on the property at Stannix Park Road and what the response from staff would be in relation to an email sent to Councillors. In addition, requested that a site inspection of the property be scheduled, if possible.	The Director City Planning advised that a copy of the email was sent to all Councillors on 14 July 2014. The owner of the site has been contacted regarding a site visit and this will be pursued.

oooO END OF REPORT Oooo

ORDINARY MEETING
CONFIDENTIAL REPORTS

CONFIDENTIAL REPORTS

Item: 137 **IS - Acquisition of (Part) 60 Crooked Lane, North Richmond - Lot 3 in
Deposited Plan - (95495, 24859, 24860) 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 a purchase of property by the Council and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

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

ORDINARY MEETING
CONFIDENTIAL REPORTS

Item: 138

IS - Tender 00939 - Hawkesbury Leisure and Learning Centre - (95495, 79340)
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)(d) of the Act as it relates to tenders for the redevelopment of the Hawkesbury Leisure and Learning Centre and the information is regarded as being commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, confer a commercial advantage on a competitor of the Council, or reveal a trade secret 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

Item: 139

**IS - Tender No. 00947 - Provision of Cleaning of Various Council Buildings -
(95495, 79340) 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)(d) of the Act as it relates to tenders for the provision of cleaning of various Council buildings and the information is regarded as being commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, confer a commercial advantage on a competitor of the Council, or reveal a trade secret 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

Item: 140

SS - Tender No. 00943 - Provision of Legal Services to Council - (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)(d) of the Act as it relates to details concerning tenders for the supply of goods and/or services to Council and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the Council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

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



ordinary
meeting

end of
business
paper

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