



Hawkesbury City Council

ordinary meeting business paper

date of meeting: 13 May 2014

location: council chambers

time: 6:30 p.m.



mission statement

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

How Council Operates

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

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

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

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

Meeting Procedure

The Mayor is Chairperson of the meeting.

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

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

Public Participation

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

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

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

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

Voting

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

Planning Decision

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

Business Papers

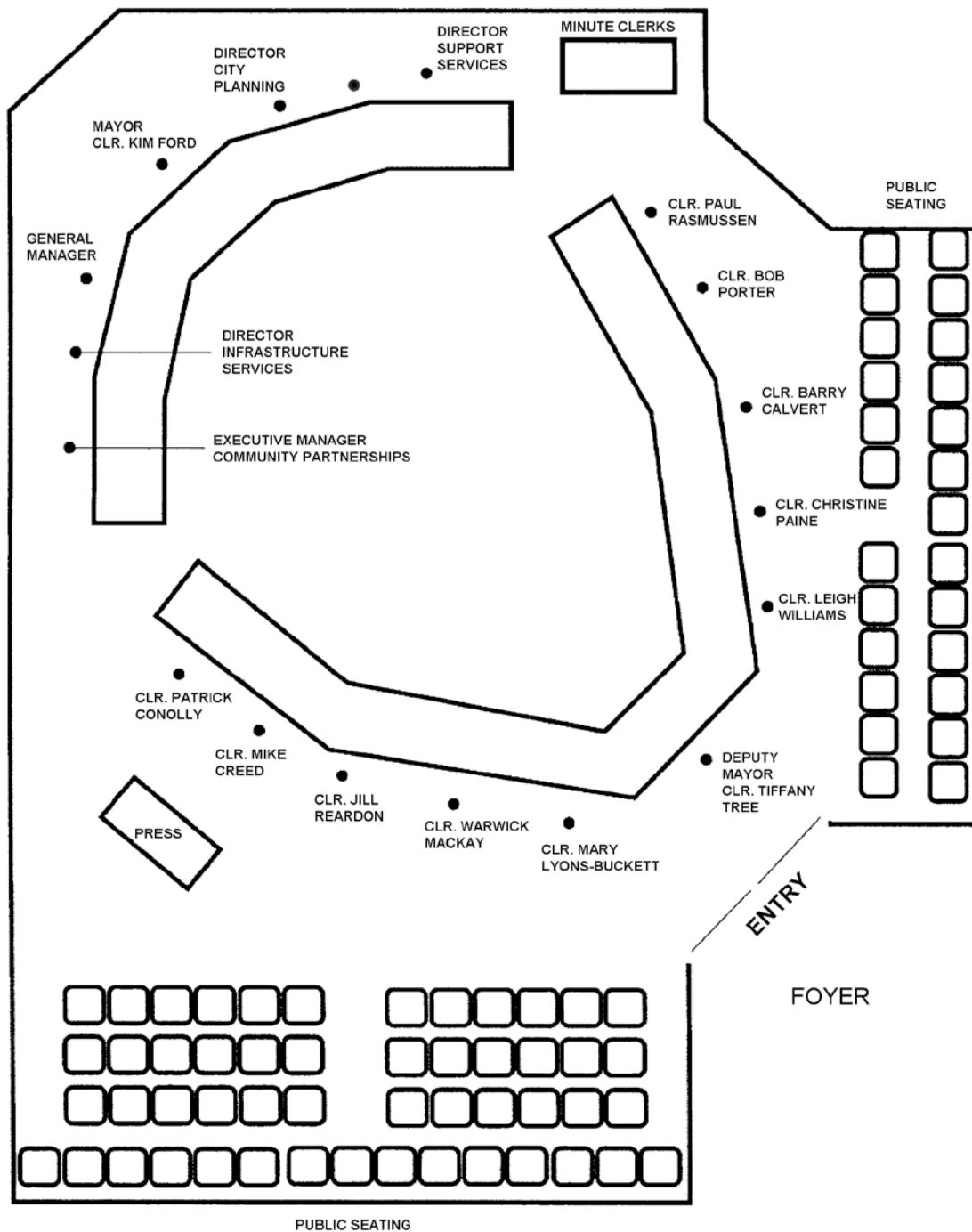
Business papers can be viewed online from noon on the Friday before the meeting on Council's website: <http://www.hawkesbury.nsw.gov.au>.

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

Further Information

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

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SECTION 3 - Reports for Determination

PLANNING DECISIONS

Item: 85 **CP - Development Application - DA0509/13 - Lot 1 DP 1070626 - 2369 Bells Line of Road, Bilpin - Additions and Alterations to existing apple grading shed and change of use to Restaurant and Bar - (95498, 128424)**

Development Information

File Number: DA0509/13
Property Address: 2369 Bells Line of Road, Bilpin
Applicant: Archispectrum
Owner: Mr J J Prendergast
Proposal Details: Additions and Alterations to existing apple grading shed and change of use to a Restaurant and Bar
Estimated Cost: \$250,000
Zone: RU2 Rural Landscape
Date Received: 24/09/2013
Advertising: 20/03/2014 - 17/04/2014

Key Issues:

- ◆ Traffic
- ◆ Wastewater
- ◆ Noise
- ◆ Pesticide spray drift
- ◆ Precedent

Recommendation: Approval

REPORT:

An application has been received for alterations and additions to an existing apple grading shed and for the change of use to a restaurant and bar. The use of the apple grading shed is an adaptive reuse of an old site building for a new commercial use associated with the agricultural land uses of the area. Initially the application also included a roadside stall. However, the application was amended to remove that part of the proposal.

The initial notification period was extended for a further two week period following requests from adjoining residents. Two submissions of objection were received raising concerns about various matters as discussed in this report.

The use of the site is permissible and consistent with the rural character of the locality. The proposed is recommended for approval subject to conditions of consent.

The application is being reported to Council at the request of Councillor Lyons-Buckett.

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Introduction

Pursuant to Section 78A (1) of the *Environmental Planning and Assessment (EPandA) Act 1979* this application seeks Council's approval for alterations and additions to the apple grading shed and to change its use to a food and drink premises (café and restaurant) and business identification signage at 2369 Bells Line of Road, Bilpin. The subject site on which the development will be located is Lot 1 in DP 1070626.

Description of Proposal

The proposal is for alterations and additions to the apple grading shed and to change its use to a food and drink premises (café and restaurant) and business identification signage. A more detailed description of the proposal is described below:

Demolition

- Roller doors and associated barrels
- Timber shelving
- Office and storeroom
- Timber mezzanine and associated barrel and stairs
- Apple sorting machinery (to be relocated)
- Toilet block
- Ceiling fans and light fittings

Construction Works

- Timber double entry doors to existing opening
- Insulation and corrugated iron internal wall lining
- Kitchen with tiled walls and balustrade
- Office adjoining existing shed
- Toilet Block
- Construction of at-grade parking and circulation area and new vehicle entrance

Signage

- Painted roof/sky advertisement

Use

- change its use to a food and drink premises (café and restaurant)
- hours of operation of 11am to 10pm 7 days per week
- service vehicles (delivery vehicles, garbage trucks etc.) to service the premises between the hours of 10am and 3pm, 7 days per week

The proposal does not involve the removal of any native trees on site.

History

- Pre-lodgement Advisory Panel meeting with Council on the 9 May 2013 to discuss a proposal for a restaurant, orchard, manufacture of apple cider on the subject property.
- Previous use of the property has been for rural residential purposes and prior to this use for agriculture as an apple orchard.

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Development Plans Policies, Procedures and Codes to Which the Matter Relates

The following development plans and policies apply to the development application:

- State Environmental Planning Policy No. 55 – Remediation of Land
- State Environmental Planning Policy No. 64 – Advertising and Signage
- State Environmental Planning Policy (Infrastructure) 2007
- State Regional Environmental Plan No 20 – Hawkesbury-Nepean River
- Hawkesbury Local Environmental Plan 2012
- Hawkesbury Development Control Plan

Section 79C Matters for Consideration

In determining the application, Council is required to take into consideration the following matters relevant to the development that applies to the type of development and the land to which the development relates:

a. The provisions (where applicable) of any:

i. Environmental Planning Instrument:

- **State Environmental Planning Policy No. 55 – Remediation of Land**

Clause 7 of SEPP 55 requires council before granting consent to consider:

- a) Whether the land is contaminated, and
- b) If the land is contaminated, it is satisfied that the land is suitable in its contaminated state or will be suitable, after remediation for the purpose for which the development is proposed to be carried out, and
- c) If the land requires remediation to be made suitable for the purpose for which the development is proposed to be carried out, it is satisfied that the land will be remediated before the land is used for that purpose.

With respect to (a) the history of the site is identified as being used for agricultural uses and Table 1 of the SEPP's supporting guideline 'Managing Land Contamination Planning Guidelines' identifies 'agricultural/horticultural activities' as activities that may cause contamination.

With regard to (b) and (c) considerations, the applicant has provided details of whether there is known contamination on site and whether the land is suitable or able to be made suitable for its intended use. The applicant has advised that the site has a history of being used for agricultural and residential purposes and the subject 'shed' is not likely to contain land contamination as it was used for apple grading and sorting.

- **State Environmental Planning Policy No. 64 – Advertising and Signage**

The application proposes a painted roof top signage in the form of lettering painted to the roof sheeting of the apple grading / cafe building.

The proposed signage is considered to be business identification signage to which the subject site is being used and does not result in unnecessary repetition or clutter. The proposed signage has been considered against the aims and objectives and the Schedule 1 assessment criteria of the plan.

- **State Environmental Planning Policy (Infrastructure) 2007**

Clause 101 of SEPP (Infrastructure) applies to development fronting a classified road. Bells Line of Road is a classified road and therefore the provisions of the SEPP apply to the development. The objectives of the clause are:

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- a) to ensure that new development does not compromise the effective and ongoing operation and function of classified roads, and
- b) to prevent or reduce the potential impact of traffic noise and vehicle emission on development adjacent to classified roads.

Council cannot consent to development unless it is satisfied that:

- a) where practicable, vehicular access to the land is provided by a road other than the classified road, and
- b) the safety, efficiency and ongoing operation of the classified road will not be adversely affected by the development as a result of:
 - (i) the design of the vehicular access to the land, or
 - (ii) the emission of smoke or dust from the development, or
 - (iii) the nature, volume or frequency of vehicles using the classified road to gain access to the land, and
- c) the development is of a type that is not sensitive to traffic noise or vehicle emissions, or is appropriately located and designed, or includes measures, to ameliorate potential traffic noise or vehicle emissions within the site of the development arising from the adjacent classified road.

With respect to (a) vehicular access is provided by Kurts Road being a road other than the classified road of Bells Line of Road. With regard to (b) Council's Senior Subdivision and Development Engineer has considered the expectant nature, volume and frequency of traffic to the premises and has endorsed the proposal subject to the imposition of conditions of consent to ensure the design of vehicular access to the land is acceptable to Council's standards. With respect to (c) the proposed development will be a commercial operation that is not considered sensitive to traffic noise or emissions. In addition to this context the proposal is setback a sufficient distance from the roadway to ensure it is appropriately located and designed to ameliorate potential traffic noise or vehicle emissions arising from Bells Line of Road.

The application has been assessed against the provisions of clause 104 'Traffic Generating Development' and 'Schedule 3' of the SEPP. The original application proposed a 'Road Side Stall' which is identified as traffic generating development within Schedule 3 of the SEPP. In accordance with clause 104 the application was referred to the NSW Department of Roads and Maritime Services for their comment. The RMS replied to Council advising that the proposal was considered acceptable.

The submission from the RMS forms part of the consideration of this application alongside the efficiency of the movement of people and freight to and from the site, the potential to minimise the need for travel by car and any potential traffic safety, road congestion and parking generated by the development. The applicant has since removed the provision of a roadside stall from this application. Notwithstanding, the proposal is considered acceptable subject to the imposition of the recommended consent conditions.

- **State Regional Environmental Plan No 20 – Hawkesbury-Nepean River**

The subject site falls within the boundary of SREP 20. This policy aims "to protect the environment of the Hawkesbury-Nepean River system by ensuring that the impacts of the future land uses are considered in a regional context."

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The proposal is located within an established rural area and the built form will maintain the character of the existing rural area. The proposal will not reduce agricultural sustainability, contribute to urban sprawl, or generate unacceptable environmental impacts (particularly on the water cycle or flora and fauna). In this regard the proposal will not significantly impact the environment of the Hawkesbury-Nepean River either in a local or regional context. As such the proposal satisfies the objectives and relevant provisions of this policy.

- **Hawkesbury Local Environmental Plan 2012**

The proposed development is best defined as 'rural industry' (making of apple cider) and 'food and drink premises' (restaurant) under the provisions of HLEP 2012.

'Restaurants or cafes' are permissible with development consent within the RU2 zone.

The proposal is consistent with the applicable development standards of the HLEP. Additionally, the proposal is consistent with the relevant objectives of the plan and the objectives of the RU2 Rural landscape zone.

The proposal is consistent with the rural character of the locality. The proposed works can be undertaken in a manner that will not adversely impact the surrounding ecological communities or the amenity of the area.

The development is considered to be consistent with the relevant 'additional local provisions' of the HLEP with particular consideration given to clauses:

- 6.1 Acid Sulfate Soils;
- 6.2 Earthworks;
- 6.4 Terrestrial Biodiversity;
- 6.7 Essential Services

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

There are no Draft Environmental Planning Instruments applicable to the proposed development or the subject land.

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

- **Hawkesbury Development Control Plan**

Part C, Chapter 2 Car parking and access: - The proposed parking and access arrangements are considered acceptable and consistent with the requirements of chapter 2 of the HDCP subject to the imposition of recommended consent conditions by Council's Development Engineer.

Part C, Chapter 3 Signs: - The proposal includes a painted roof sign 'Bilpin Cider' over the roof top entrance to the 'shed'. The proposed sign is considered acceptable and consistent with other signage on rural orchard buildings in Bilpin.

Part C, Chapter 4 Soil erosion and sediment control: - The application is supported by an erosion and sediment control plan. The proposed erosion and sediment control measures are considered acceptable and consistent with the requirements of chapter 4 of the HDCP.

Part C, Chapter 5 Bushfire Prone Land: - The application is supported by Bushfire Hazard Risk Assessment Report. The report is considered acceptable and consistent with the requirements of Planning for Bushfire Protection 2006 and therefore chapter 5 of the HDCP.

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Part C, Chapter 7 Effluent disposal: - The proposal is supported by an effluent feasibility study report. The proposed feasibility study is considered acceptable and consistent with the requirements of chapter 7 of the HDCP.

Part C, Chapter 8 Management of construction and demolition waste: - The application is supported by a demolition and construction waste management plan. The submitted plans are considered acceptable and consistent with the requirements of chapter 8 of the HDCP.

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

There are no S93F planning agreements or draft planning agreements applicable to the land or proposed development.

v. Matters prescribed by the Regulations:

The Environmental Planning and Assessment Regulation 2000 outlines that the development is to:

- Comply with the National Construction Code / Building Code of Australia (BCA); and
- be levied against Council's S94A Development Contributions Plan

Suitable conditions of consent are recommended to ensure compliance with these requirements where relevant. The development is considered able to be constructed to comply with the requirements relating to access for people with disabilities. In particular attention is also drawn to the Commonwealth Disability (Access to Premises – Buildings) Standards (Premises Standard) code. The payment of S94A contributions is required as the value of works is \$250,000.

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

Context and Setting

The use of the site is considered appropriate to the rural context and setting subject to the imposition of recommended consent conditions to ensure the amenity of the area is reasonably maintained.

Access, Transport and Traffic

The proposal provides suitable access and parking for the effective and efficient operation of the site. Subject to compliance with the recommended conditions of consent the proposed development is unlikely to result in unreasonable traffic, transport and access impacts upon the surrounding road network.

Public Domain

The proposed development will maintain and enhance the character of rural buildings when viewed from the public domain and will not result in any unreasonable impacts upon existing views and outlooks from the public domain across the site.

Utilities

The site is fully serviced by power and will provide a new waste water treatment system for the operation of the premises on site. Additionally the proposed use is serviced by existing rainwater tanks adjoining the 'shed' ensuring sufficient water is provided.

Heritage

The site is not identified as being or adjoining a heritage item. The site is unlikely to result in impact upon a heritage item, the heritage significance of the area or a 'relic' as defined by the National Parks and Wildlife Act 1974.

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Other Land Resources

The proposed use is not considered to result in the reduction in agricultural land use given;

- the proposal utilises an existing unused setback area
- the setback area appears to have been used for car parking and general storage in the past;
- the use of the apple grading shed is an adaptive reuse of an old site building for a new commercial use associated with the agricultural land uses of the area

Water

The proposed development harvests and disposes of water on site in a suitable and acceptable manner to Council in accordance with Council's stormwater disposal requirements of the HDCP.

Soils

The proposal requires minimal site excavation will not result in unacceptable impacts upon the soil structure or classification of the site.

Air and Micro-climate

The proposed uses of the site are unlikely to result in air pollution. Conditions of consent are recommended to ensure that any pollution resulting from the use of the site is rectified and resolved in accordance with the Protection of the Environment Operations Act 1997.

Flora and Fauna

The application does not result in the loss of significant native flora on site or the destruction of known habitats of native fauna on site.

Waste

The proposed use provides a suitable access and space for the storage and collection of waste generated from the use of the site.

Energy

The proposed use of the site is considered to be energy efficient and the construction required to ensure compliance with the BCA will improve the energy and efficiency for the use of the building.

Noise and Vibration

The application is supported by an acoustic report that demonstrates the proposed use and any potential noise impacts are considered acceptable consistent with Council's requirements subject to the implementation of the recommendations of the report.

Natural Hazards

The site is identified as being bushfire prone. The proposal is supported by a bushfire risk assessment report that demonstrates the risk is acceptable subject to the implementation of the recommendations of the report.

Safety, Security and Crime Prevention

The proposal is considered to result in improved safety, security and crime prevention as the site will be actively used providing passive surveillance from visitors and staff on site and will be managed to ensure the site is safe and secure on a daily basis.

Compliance or Otherwise with the DDA

The design of the site incorporates disabled parking at grade and a ground floor accessible toilet. Additionally, all business use areas are provided at ground level without level impediments (steps) ensuring the use of the site by accessibly impaired employees and visitors.

Economic Impact in the Locality

The proposed demolition, construction and installation works required to provide the premises on site will provide for local construction jobs resulting in a positive economic impact to the locality in the short term.

The proposed use of the site will increase the business and employment opportunities in Bilpin and the greater local area resulting in a positive economic impact to the locality in the medium to long term.

Site Design and Internal Design

The adaptive reuse of the 'apple grading shed' and its setback to Bells Line of Road and Kurts Road is considered an appropriate design for the site and its existing buildings.

Construction

The proposed construction techniques and materials are considered appropriate for the proposed site and its intended use subject to the imposition of recommended consent conditions to ensure compliance with the BCA.

Cumulative Impacts

The potential cumulative impacts associated with the proposal are considered reasonable and acceptable subject to compliance with the recommended consent conditions to ensure amenity is maintained, the protection of the environment and the aims and objectives of the relevant planning policies and plans are maintained.

c. Suitability of the site for the development:

The site is considered able to support the proposed development. The site and altered buildings are of sufficient area and dimension, and are relatively free of environmental constraints that could hinder the operation of the site for its intended use.

The use of the site is permissible and consistent with the rural character of the locality.

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

Notification of the proposal is required under the HDCP. Whilst no submissions were received during the initial notification period, that initial period was extended at the request of surrounding residents. Subsequently two submissions of objection were received raising concerns. These matters are discussed below:

1. Traffic – Increased traffic impacts on surrounding neighbour's amenity.

Comment:

A traffic report was submitted with this application and reviewed by Council officers who are familiar with the local conditions of Bells Line of Road. The access and parking arrangements proposed will ensure effective and efficient operation of the site. Subject to compliance with the recommended conditions of consent the proposed development is unlikely to result in unreasonable traffic, transport and access impacts upon the surrounding area.

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2. Wastewater – Nutrients from this proposal may be washed downslope to the storage dam on neighbouring land and cause a loss of their Smartfresh compliance status.

Comment:

Potential onsite and offsite wastewater impacts have been considered by Council officers during the assessment of this application. Suitable conditions of consent are recommended to ensure that installation and operation of suitable management systems.

3. Noise – Noise associated with orchard activities.

Comment:

An acoustic report was submitted with this application and reviewed by Council officers. The operating hours proposed are considered appropriate to the zone and location. The conditions of consent are recommended to further ensure compliance with the relevant noise provisions.

4. Pesticide – Concern was raised about the potential for spray drift from the adjoining property.

Comment:

The provisions relating to spray drift would need to be met by the adjoining landowner in response to any potential development of this site that might be permitted (e.g. a dwelling) on this site. The potential management practices of an adjoining development do not prevent the Council approval of this proposal.

5. Scale - Setting a precedent for large building footprints on small land area.

Comment:

There are no prescribed maximum site coverage requirements or buffer distances for this type of development. The RU2 Rural Landscape zone permits a range of activities and building types. Rather a merit assessment seeks to ensure that impacts on neighbouring development are minimised. The applicant has been able to demonstrate that the onsite facilities are adequate to meet Council requirements and that the likely disturbance or impacts upon neighbouring properties would be minimal.

e. The Public Interest:

The proposal is consistent with the relevant planning controls affecting the site and is consistent with the character of the locality.

It is therefore considered that the proposal is not contrary to public interest.

Developer Contributions

The developer contributions applying to this development are \$2,500.00 being 1% of the estimated cost of works of the proposed development. Accordingly, a condition of consent is required to be imposed in this regard.

Conclusion:

The proposed development has demonstrated satisfactory compliance with the provisions of SREP 20, SEPP (Infrastructure), SEPP 55, SEPP 64, HLEP 2012, and HDCP 2002.

The development is appropriately located on site and will provide additional land uses that are compatible with surrounding agricultural land uses and the rural landscape character of the land, retains existing native trees and enhances the landscape character of the site.

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The proposal, subject to compliance with the recommended consent conditions, will ensure that development occurs in a way that does not have significant adverse effect on water catchments, including surface and groundwater quality and flows, land surface conditions and important ecosystems.

The proposed development will maintain and enhance the character of rural buildings when viewed from the public domain and will not impact upon the scenic quality of the area.

Planning Decision

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

RECOMMENDATION:

That development application DA0509/13 at Lot 1 DP 1070626, 2369 Bells Line of Road, Bilpin for alterations and additions to the existing apple grading shed; change of use to a food and drink premises (café and restaurant) and business identification signage be approved, subject to the imposition of the following recommended conditions of consent:

General Conditions

1. The development shall take place generally in accordance with the stamped plans, specifications and accompanying documentation submitted with the application except as modified by these further conditions.
2. No excavation, site works or building works shall be commenced prior to the issue of an appropriate construction certificate.
3. The building shall not be used or occupied prior to the issue of an Occupation Certificate.
4. Off-street car parking spaces, together with access driveways and turning areas, shall be constructed, paved, line marked, signposted and maintained, as shown on the approved plan.
5. Vehicle entrances and exits shall be clearly signposted, including street number, and visible from both the street and site at all times.
6. Comply with the acoustic report by Day Design report number 5187-1-1R dated 7 April 2014, including all recommendations.
7. Comply with the NSW Office of Liquor, Gaming and Racing noise criterion including;
 - The LA10 noise level emitted from the licensed premises shall not exceed the noise level in any Octave Band Centre Frequency (31.5 Hz – 8 kHz inclusive) by more than 5 dB between 7am and 12 midnight at the boundary of any affected residence.
 - The noise from the premises shall not be audible within any habitable room in any residential premises between the hours of 12 midnight and 7am.
8. Any activity carried out in accordance with this approval shall not give rise to air pollution (including odour), offensive noise or pollution of land and/or water as defined by the Protection of the Environment Operations Act 1997.

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Prior to Issue of Construction Certificate

9. Pursuant to section 80A(1) of the Environmental Planning and Assessment Act 1979 and Hawkesbury City Council's Section 94A Development Contributions Plan 2006 (as amended from time to time), a contribution of \$2,500.00 shall be paid to Hawkesbury City Council.

The amount to be paid is to be adjusted at the time of the actual payment, in accordance with the provisions of Hawkesbury City Council's Section 94A Development Contributions Plan 2006 (as amended from time to time).

The contribution is to be paid prior to the issue of the construction certificate and copies of receipts(s) confirming that the contribution has been fully paid are to be provided to the certifying authority.

10. The building must comply with the requirements of the Access to premises standard 2010, Part D3 and F2.4 of the BCA and AS1428.1. Details showing compliance shall be provided to the Certifying Authority prior to the issuing of the Construction Certificate.
11. The building shall be upgraded to include the following essential fire safety measures: Automatic fire detection and alarm system, Emergency lighting, Exit signs including directional exit signs, Fire doors, Lightweight construction- fire rating of electrical switchboards. The measures shall be shown/ noted on the CC plans.
12. The development must comply with the recommendations listed in section 9 'Recommendations' of the Bushfire Hazard Assessment Report prepared by Building code and bushfire hazard solutions dated 12 September 2013. The recommendations must be shown on the Construction Certificate plans.
13. An Environmental Management and Rehabilitation Plan for the development site shall be prepared by an appropriately qualified person. The Plan shall address (without being limited to) the clearing of vegetation, lopping and removal of trees, earthworks, erosion control, site rehabilitation and landscaping.

All site works shall be carried out in accordance with the Plan. Implementation of the Plan shall be supervised by an appropriately qualified person.
14. Construction of the road widening and access are not to commence until three copies of the plans and specifications of the proposed works are submitted to and approved by the Director of City Planning.
15. Under the provisions of the Roads Act 1993, Council as the Roads Authority works is to approve works within the Kurt Road, road reserve
16. Payment of a Construction certificate checking fee of \$849.95 and a Compliance Certificate inspection fee of \$1,706.93 when submitting Civil Engineering Plans for approval. This amount is valid until 30 June 2014.
17. A Traffic Guidance Scheme prepared in accordance with AS1742-3 2002 by an appropriately qualified person shall be submitted to Council. Where the works affect Roads and Traffic Authority controlled roads, the traffic guidance scheme is to be approved by the Roads and Traffic Authority before submission to Council.
18. Hawkesbury City Council is the sewer authority for this development. As this development involves alteration/additions to the existing Septic/Sewer System, a payment of the prescribed inspection fee for internal/external sewer/septic works is required to be paid prior to the issue of the Construction Certificate.
19. Payment of Long Services Levy prior to the release of the Construction Certificate.

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Prior to Commencement of Works

20. All traffic management devices shall be installed and maintained in accordance with the approved traffic management plan.
21. Erosion and sediment control devices are to be installed and maintained at all times during site works and construction. The enclosed warning sign shall be affixed to the sediment fence/erosion control device.
22. The applicant shall advise Council of the name, address and contact number of the principal certifier, in accordance with Section 81A 2(b) of the Environmental Planning and Assessment Act, 1979.
23. At least two days prior to commencement of works, notice is to be given to Hawkesbury City Council, in accordance with the Environmental Planning and Assessment Regulation.
24. Off-street car parking spaces, together with access driveways and turning areas, shall be constructed, sealed, line marked, signposted and maintained, as shown on the approved plan.
25. Disabled parking shall be provided in accordance with AS2890.6, 2009.
26. A copy of receipt of payment of Long Service Levy shall be provided to the Principal Certifying Authority prior to any works commencing on site. Payments can be made at Long Service Corporation offices or most Councils.
27. A sign displaying the following information is to be erected adjacent to each access point and to be easily seen from the public road. The sign is to be maintained for the duration of works:
 - a) Unauthorised access to the site is prohibited.
 - b) The owner of the site.
 - c) The person/company carrying out the site works and telephone number (including 24 hour 7 days emergency numbers).
 - d) The name and contact number of the Principal Certifying Authority.

During Construction

28. All civil construction works required by this consent shall be in accordance with Hawkesbury Development Control Plan appendix E Civil Works Specification.
29. Inspections shall be carried out and compliance certificates issued by Council for the components of construction detailed in Hawkesbury Development Control Plan Appendix E Civil Works Specification, Part II, Table 1.1.
30. The construction of sealed road widening in Kurts Road to provide for a minimum 6.1m pavement from the intersection with Bells Line of Road to the proposed entrance driveway. Construction is to be in accordance with Hawkesbury DCP Appendix "E", "Civil Works Specification" requirements for rural roads.
31. A bitumen sealed or concrete piped rural footway crossing, minimum six metres wide, with a minimum 10.5 metre splay shall be constructed to the development in accordance with the Hawkesbury DCP Appendix "E", "Civil Works Specification".
32. Site and building works (including the delivery of materials to and from the property) shall be carried out only on Monday to Friday between 7am - 6pm and on Saturdays between 8am - 4pm.

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33. The site shall be kept clean and tidy during the construction period and all unused building materials and rubbish shall be removed from the site upon completion of the project. The following restrictions apply during construction:
- a) Stockpiles of topsoil, sand, aggregate, spoil or other material shall be stored clear of any drainage path or easement, natural watercourse, footpath, kerb or road surface and shall have measures in place to prevent the movement of such material off site.
 - b) Building operations such as brick cutting, washing tools, concreting and bricklaying shall be undertaken only within the site.
 - c) Builders waste must not be burnt or buried on site. All waste (including felled trees) must be contained and removed to a Waste Disposal Depot.

Prior to Issue of the Occupation Certificate

34. A works as executed plan shall be submitted to Council on completion of works.
35. An Application to Install a Sewage Management Facility must be lodged and approved for the new system for the Proposed Restaurant with Hawkesbury City Council prior to any works being commenced in relation to the sewage management facility.
36. The Commercial Aerated Wastewater Treatment System and the land application (disposal) area shall be installed and commissioned in accordance with the report "Effluent Disposal Feasibility Study for the Proposed Restaurant for 2369 Bells Line of Road, Bilpin, Barker Ryan Stewart, dated August 2013.
37. All food premises are to comply with AS4674-2004-Design, construction and fit-out of food premises and Hawkesbury City Council's Food Premises Fit Out Code, including Food Safety Supervisor requirements.
38. Ceilings throughout the premises in food preparation areas (kitchen, bar and any other preparation area) are to be solid and are to comply with section 4.0 of Hawkesbury City Council's Food Premises Fit Out Code. "Drop in" ceiling panels are not permitted over food preparation or food storage areas.
39. All walls, floors, benches, shelves, chairs, fittings and the like are to be constructed with materials that are smooth, durable, impervious to moisture, and capable of being easily cleaned with a disinfectant. Fittings and equipment should be constructed so as not to harbour food, insects or vermin.
40. The floors are to be covered with a durable, non-toxic, impervious surface, graded to trapped floor waste outlets (where necessary), and connected to an approved drainage installation. The floor covering is to be free of protrusions or gaps.
- Where used, floor tiles are to be epoxy grouted.
41. All wall/floor junctions in the food preparation and storage area(s), including any prefabricated low temperature room wall and floor, shall be coved according to Hawkesbury City Council's Food Premises Fit Out Code. The coving is to be a minimum radius of 25mm using a smooth impervious material of a light colour. Where walls and floors are tiled, the coving is to be of a tile type. "Stick on" coving is not permitted. Feather edge skirting is not permitted.
42. Any additional internal walls should be durable and of solid construction with no internal cavities. The wall should be sealed to the floor, and should comply with Hawkesbury City Council's Food Premises Fit Out Code, and the Building Code of Australia.

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43. The premises is to be fitted with adequate hand washing facilities for the preparation of food (needed in the bar and kitchen). Handwashing basins are required in addition to other basins and sinks in any toilet, AND in any food preparation area. Where separate additional food preparation areas are provided, an additional hand washing basin is needed. Handwashing basins are required;
 - a) to be fitted with hand's free taps such as knee or foot operated devices;
 - b) with hot and cold running potable water;
 - c) with a common spout delivering water of at least 400 centigrade.
 - d) to be easily accessible at all times.
44. A slop sink should be installed so that mop water does not contaminate the kitchen sinks. Mop water and water used for washing garbage receptacles must not be disposed of using a storm water drainage inlet.
45. The exhaust hood, filters and flue are to be installed and maintained as per Australian Standard AS 1668. The system should be adequate so that a smoke or odour emission nuisance does not occur as a result of the development.
46. Ovens and flues are to be installed and maintained as per the manufacturers' recommendations and in such a manner as to minimise potential impacts from odour and/or emissions. They should be fuelled and operated so that an odour or smoke emission nuisance does not occur.
47. An appropriate temperature gauge is to be provided externally to each low temperature room, refrigerated display unit, and refrigeration device.
48. All panels of the low temperature room are to be neatly cut and finished smooth to eliminate any cracks, crevices, or imperfections which may provide access for food, vermin or insects.
49. Storage racks for the low temperature room shall be constructed of pipe, angle iron, "T" iron, channel iron, flat metal or other approved materials. The material should be galvanised and/or adequately treated to prevent corrosion.

Use of the Development

50. All sewage management facilities on site must be operated in accordance with the relevant operating specifications and procedures for the component facilities, and so as to allow disposal of treated sewage in an environmentally safe and sanitary manner (Local Government [General] Regulation 2005).
51. Operating hours shall be limited to 11am to 10pm Mondays to Sunday and public holidays. Service deliveries to and from the site shall be limited to 10am and 3pm Monday to Friday.
52. The development shall be conducted in such a manner that the LA(eq) noise levels, measured at any point in accordance with the NSW EPA's Industrial Noise Policy (2000), do not exceed 5dB(A) LA(eq) above background noise levels with respect to noise amenity of residential dwellings.
53. The subject development, including landscaping, is to be maintained in a clean and tidy manner.
54. Any external lighting shall be directed in such a manner so that no nuisance is caused to adjoining properties or to drivers on surrounding streets.
55. All work and the storage of goods, materials and waste shall be confined within the building or approved storage areas at all times.
56. All waste generated on the site is to be stored, handled and disposed of in such a manner as to not create air pollution (including odour), offensive noise or pollution of land and/or water as defined by the Protection of the Environment Operations Act 1997.

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57. In accordance with the requirements of Part 5.7 Protection of the Environment Operations Act 1997, Council is to be informed of any pollution incident that occurs in the course of carrying out the approved activity where material harm to the environment is caused or threatened.
58. Suitable pest management strategies are to be incorporated into the food premises with particular focus on entry points including entry door, loading dock entry, exit into outdoor dining area and windows to prevent the entry and harbourage of pests. Food preparation and storage areas are to be adequately protected from flies, insects, and vermin. Windows are to be screened, and doorways are to be provided with self-closing doors. External doors are to be provided with self-closing screen doors.
59. No food preparation is to occur outside the kitchen and bar area unless the area complies with the above food premises fit out codes.
60. Any area used for storage of food or food appliances/equipment is to comply with the relevant section of Hawkesbury City Council's Food Premises Fit Out Code including Section 7.0 - Storerooms.
61. All premises offering food, packaged or otherwise, are to be registered with Council and have inspections conducted by Council's officers as necessary/required. These premises are required to comply with the Food Act 2003, associated Regulations, and the Food Safety Standards 3.2.2 and 3.2.3. These are available on line at www.foodstandards.gov.au.
62. All waste materials are to be stored adequately, away from food areas, and disposed of at regular intervals to the satisfaction of the Manager Regulatory Services.
63. All packaged foods prepared for presentation at a different premises, are to be packed and labelled in compliance with the current Food Standards Code. Hawkesbury City Councils' environmental health officers can assist with this requirement.
64. All food and food handling equipment is to be stored at least 300mm clear of the floor on an approved shelf or appliance. No food is to be stored on the floor in a low temperature room or freezer.
65. Provide toilet and washing facilities in accordance with part F2 of the Building Code of Australia relevant to class 3 to 9 buildings.
66. A portable thermometer accurate to -1°C is to be available at the premises at all times for the purposes of checking cold and hot foods for compliance temperatures.
67. Materials and equipment for cleaning are to be stored in a place physically separated from any food storage, display, or preparation area. Separate cleaning equipment is required for cleaning of toilets.
68. A separate area should be made available for the purposes of storing personal items. A locker or cupboard is to be provided away from any food preparation or storage area.
69. Refrigerators and frozen food cabinets should be installed so as to comply with Hawkesbury City Council's Food Premises Fit Out Code.
70. Non-commercial refrigeration is not permitted in new food premises.
71. Potentially hazardous foods should be stored below 5°C, or above 60°C at all times in accordance with The Food Act 2003.

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Advisory Notes

- *** The installed sewerage management system will be the subject of an approval to operate a system of sewage management in accordance with the provisions of Subdivision 6 & 7 of Division 4 of Part 2 of the Local Government (General) Regulation 2005 and for this purpose will be subject to inspection at annual frequency by Council's Environmental Health Officer or at such other frequency as may be determined according to the future operation or risk of the system.
- *** The sewerage management system may require compliance with the annual Prevention Notice issued by Hawkesbury City Council under Section 96 of the Protection of the Environment Operations Act 1997 which will stipulate particular recording and monitoring requirements.

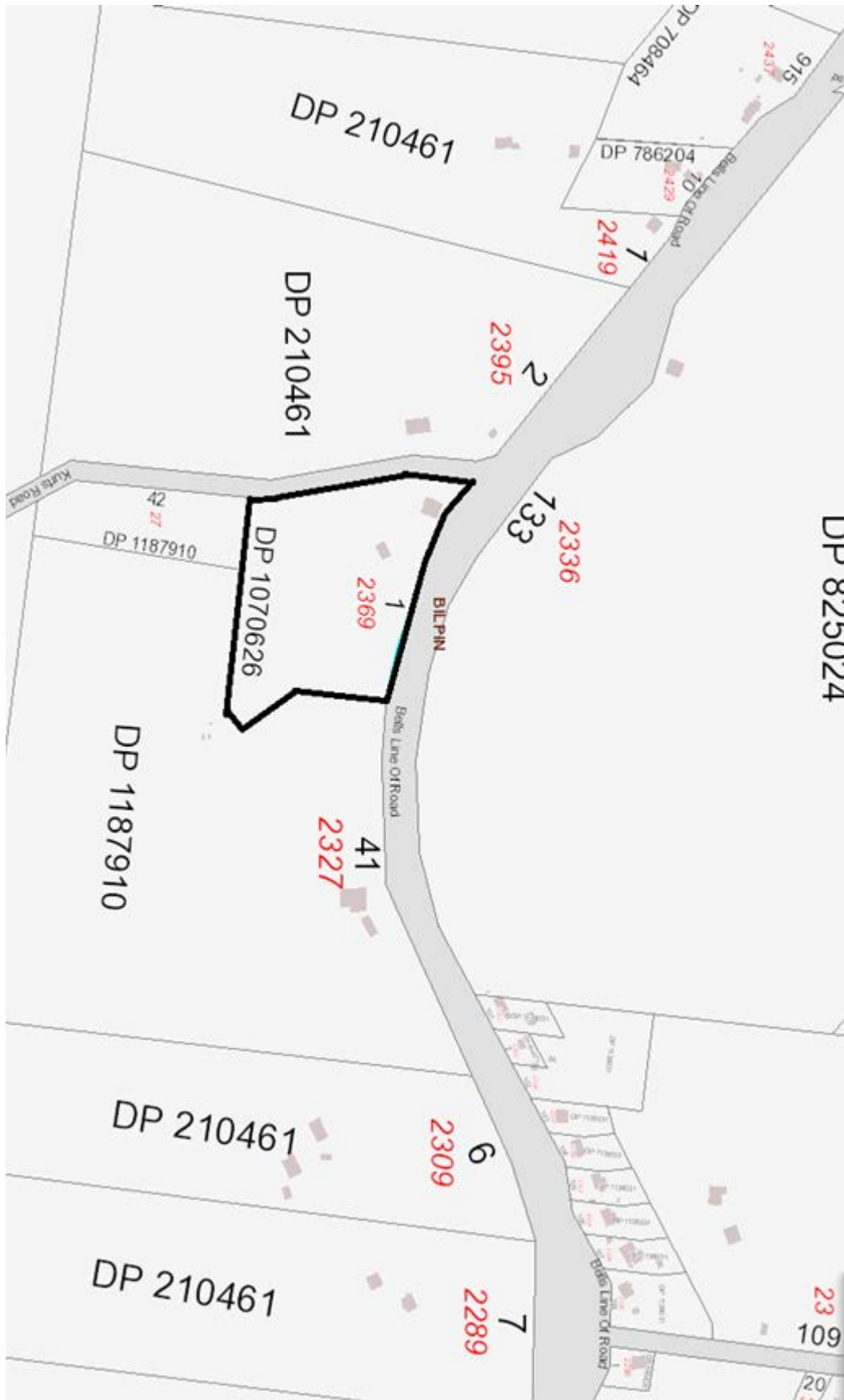
ATTACHMENTS:

- AT - 1** Location Plan
- AT - 2** Aerial View
- AT - 3** Site Plan

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AT - 1 Location Plan



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AT - 2 Aerial View



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AT - 3 Site Plan



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GENERAL MANAGER

Item: 86 **GM - Sister City Program Policy - Student Exchange Donation, Kyotamba and Temple City 2014 - (79351, 73610, 100474, 83530)**

Previous Item: Item 55, Ordinary (8 May, 2012)
 Item 94, Ordinary (28 May, 2013)

REPORT:

Executive Summary

The purpose of the report is to inform Council that the Hawkesbury Sister City Association (Association) has selected the Hawkesbury students to be part of the 2014 student exchange program to Council's sister cities of Kyotamba, (Kyoto) Japan and Temple City, (California) USA as part of the annual student exchange program.

The student exchange program, which is part of Council's Sister City and Country Alliance Program Policy, provides for 12 students to visit the sister cities, being up to six students to each of Kyotamba and Temple City. The Association has selected 12 students for this year's program.

It has been the practice of Council throughout the operation of the Sister City Program to make a donation of \$500 to each student visiting a sister city to help with travel and daily costs while overseas. The donation has been included in this year's budget and is recommended for payment.

Consultation

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

Background

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

Council's Sister City and City-Country Alliance Program Policy (the Policy) delegates authority to the Association to undertake appropriate exchange programs on Council's behalf with our two sister cities. The Policy requires Council and the Association to sign a sponsorship agreement in accordance with the Sponsorship Policy. The Sponsorship Policy also requires all requests for financial assistance under Section 356 of the Local Government Act to be reported to Council for determination.

A key activity of the Association is the annual student exchange program. This program provides the opportunity for up to 12 high school students to take part in exchange visits to Council's two international sister cities. Students stay with host sister city families and the visits are coordinated with counterpart sister city associations in each country. In reply, students from Temple City and Kyotamba also visit the Hawkesbury as part of their annual student exchange programs.

The Association undertakes an application and selection process and it is noted that parents and guardians primarily fund the student travel costs. Students have been selected on the basis of being a resident of the Hawkesbury area or attending a Hawkesbury area school or selective school outside the area in accordance with the policy.

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The students selected by the Association to take part in this year's program are:

a) Hawkesbury students to visit Kyotamba:

- | | | |
|----|----------------|--|
| 1. | Mr A. Hoffman | of East Kurrajong. Arndell Anglican College |
| 2. | Ms T. Koski | of McGraths Hill. Arndell Anglican College |
| 3. | Mr C. Price | of Richmond. Richmond High School |
| 4. | Ms J. Shur | of Lethbridge Park. Arndell Anglican College |
| 5. | Ms S. Stever | of Richmond. Arndell Anglican College |
| 6. | Mr L. Wellings | of Pitt Town. Arndell Anglican College |

b) Hawkesbury students to visit Temple City

- | | | |
|----|---------------------|---|
| 1. | Ms B. Brown | of East Kurrajong. Hawkesbury High School |
| 2. | Ms S. Hanckel | of Oakville. Arndell Anglican College |
| 3. | Ms I. Newton | of Oakville. Arndell Anglican College |
| 4. | Ms Y. Okumura-Jones | of Kurrajong. St Pauls Grammar School |
| 5. | Ms R. Vielhauer | of Wilberforce. Arndell Anglican College |
| 6. | Mr L. Werner | of Glenorie. Arndell Anglican College |

Both the Kyotamba and Temple City students will undertake their student exchange to the Hawkesbury during July/August, 2014 and the visits will overlap. The Association has advised that the Temple City students will arrive on Saturday, 16 August 2014; and the Kyotamba students will arrive on Tuesday, 22 July 2014 (to be confirmed).

It has been the practice of Council throughout the operation of the Sister City Program to make a donation of \$500 to each student visiting a sister city to help with travel and daily costs while overseas. The donation has been included in this year's budget and is recommended for payment.

Conformance to Community Strategic Plan

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

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

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

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

Financial Implications

The donations to all students will be met from the Adopted 2013/2014 Operational Plan.

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RECOMMENDATION:

That:

1. Under the provisions of Section 356 of the Local Government Act 1993, and in accordance with Council's Sister City Program Policy, Council donate \$500 to each of the following students participating in the 2014 student exchange program visit to Kyotamba and Temple City being:
 - a) Mr A. Hoffman
 - b) Ms T. Koski
 - c) Mr C. Price
 - d) Ms J. Shur
 - e) Ms S. Stever
 - f) Mr L. Wellings
 - g) Ms B. Brown
 - h) Ms S. Hanckel
 - i) Ms I. Newton
 - j) Ms Y. Okumura-Jones
 - k) Ms R. Vielhauer
 - l) Mr L. Werner
2. The Hawkesbury Sister City Association be requested to address issues surrounding the 2011 disasters in Japan with parents and guardians of students travelling to Kyotamba utilising Federal Government travel advice.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

CITY PLANNING

Item: 87 **CP - Hawkesbury-Nepean Flood Mitigation - (95498)**

Previous Item: Resolution 94, Ordinary (25 March 2014)

REPORT:

Executive Summary

This report is as a result of a motion considered by Council on 25 March 2014 regarding flood mitigation measures to be undertaken in the Hawkesbury – Nepean River system.

This report recommends that Council work with the Hawkesbury-Nepean Valley Flood Management Review Taskforce to complete their Review and to pursue implementation of local flood risk mitigation measures.

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 25 March 2014, Council considered the following motion:

"That:

1. *The minutes of the Floodplain Advisory Committee held on 27 February 2014 as recorded on pages 87 to 93 of the Ordinary Business Paper be received.*
2. *As recommended by the Floodplain Advisory Committee at its meeting held on 27 February 2014 Council adopt a preferred position of flood mitigation measures being taken immediately in the Hawkesbury/Nepean River system and that relevant government departments, state members of parliament and adjoining councils be advised accordingly.*
3. *The Floodplain Advisory Committee recognise the need to raise the height of the Warragamba Dam wall however, as this project, will take many years to complete, in the meantime, the residents of the Hawkesbury/Nepean valley can be provided with instant flood protection by the following three step mitigation process:*
 - a) *By using Warragamba dam for partial flood mitigation,*
 - b) *By dredging the identified 'choke points' in the Hawkesbury River', and*
 - c) *By removing the top of Sackville Gorge by excavating approximately 120,000 cubic metres of sandstone.*
4. *Maritime Services have advised, in writing, that the seven choke points within the Hawkesbury/Nepean River are a navigational hazard and therefore the dredging of these points will provide the benefits additional to flood protection."*

In response to this motion Council resolved that a further report be presented to Council.

Investigation of flood mitigation measures within the Hawkesbury - Nepean River Catchment

Flood mitigation is one of three typical measures used to manage flood risk. The three measures are as follows:

1. Property modification measures e.g. land use zoning, voluntary house purchase, voluntary house raising, building and development controls, flood proofing buildings, and flood access.
2. Response modification measures e.g. community awareness, community readiness, flood prediction and warning, local flood plans, evacuation arrangements, recovery plans.
3. Flood modification/mitigation measures e.g. flood control dams, retarding basins, levees, bypass floodways, channel improvements, flood gates.

Three documents are of primary relevance to the consideration of flood mitigation within the Hawkesbury - Nepean River catchment. These documents are:

- *Achieving a Hawkesbury-Nepean Floodplain Management Strategy*, prepared by the Hawkesbury – Nepean Flood Management Advisory Committee, November 1997. (Throughout this report this document will be referred to as **the Strategy**).
- *Hawkesbury Floodplain Risk Management Study and Plan*, Hawkesbury City Council, December 2012. (Throughout this report this document will be referred to as **the HFRMS&P**).
- *Hawkesbury-Nepean Valley Flood Management Review Stage One Review Report*, prepared by the Department of Primary Industries Office of Water, March 2014. (Throughout this report this document will be referred to as **the Review**).

Each of these documents considered, to varying degrees, flood mitigation measures to reduce the flood risk at either a local level or a regional level.

The Strategy

The Strategy considered flood modification measures both at a regional and local level with the primary focus being on reducing the flood hazard for floods in the range of the 1 in 100 to 1 in 500 chance per year floods.

Valley wide mitigation options included major flood mitigation dams, major diversions, detention basins, dredging, and gate operations at Warragamba Dam.

Local mitigation options for the Hawkesbury LGA included levees at McGraths Hill, Windsor, Bligh Park, Mulgrave, Pitt Town, Wilberforce, Richmond and Wisemans Ferry, and detention basins.

A summary table of options and a diagram of mitigation options in the Richmond and Windsor area is shown in Attachment 1 of this report.

The Strategy concluded that the number of potentially viable flood mitigation options was very limited due to the nature of the valley, widespread urban development and the magnitude of the flood hazard. Furthermore, the Strategy highlighted the need to consider these options not as stand-alone works but in conjunction with other flood management options, in particular improvements to flood forecasting and warning systems, community flood awareness, and evacuation route upgrades.

Hawkesbury Floodplain Risk Management Study and Plan

Due to the previous regional flood management investigations undertaken by the above mentioned Strategy the focus of the HFRMS&P was on local flood management options. In terms of flood mitigation, options considered were diversion of river flows via Currency Creek and construction of a levee around McGraths Hill.

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Of these two options the McGraths Hill levee was recommended for further investigation by way of a construction feasibility study and an assessment of community attitudes.

However, the HFRMS&P also proposed a number of other actions, including community education, planning controls and house raising, in order to more adequately deal with flood risk, at the local level, in the short to medium term. A report on some priority actions was presented to the Council's Floodplain Risk Management Advisory Committee on 15 April 2013 with a recommendation that those priority actions be agreed and that implementation of those actions commence. A copy of that report, which includes the full table of actions proposed in the HFRMS&P, is shown in attachment 2 of this report.

The resolution of the Floodplain Risk Management Advisory Committee 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.

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

In this regard the committee only supports the implementation of actions 2(a) and 2(i) of Council's adopted HFRMS&P at this time.

The Review

The Review began in early 2013, in response to the NSW Government's adoption of The State Infrastructure Strategy 2012-2032 and ongoing community concerns about flood risk. The Review report for stage one states the following:

"The Review is to be undertaken in two stages with Stage one being complete and Stage two has commenced in April 2014. The purpose of Stage one was to report on the adequacy of the current flood information and management arrangements. It also identified options for improvement that could be actioned in the short term or considered for further assessment in a proposed Stage two cost benefit analysis. (p6)

The scope of the review was defined by the terms of reference... The Interagency Steering Group was required to assess the adequacy and effectiveness of the current Hawkesbury-Nepean Valley flood management arrangements, in particular:

- *Current evacuation routes and whether upgrades are required*
- *The appropriateness of current urban planning policies*

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- *Current governance arrangement for flood planning and response and whether it is feasible that planning and response arrangement be overseen by a single agency*
- *Whether changes to the operation and configuration of key pieces of water infrastructure, such as Warragamba Dam, are required.” (p7)*

Overall, Stage one of the review found that:

- *“There is no simple solution or single infrastructure option to deal with the complexity of the flood issues in the valley*
- *The risk of flooding in the valley cannot be eliminated*
- *It is possible to reduce and manage the risk to life and property through a combination of flood prevention, preparedness, response and recovery.” (p7)*

Effective evacuation is the only measure that can guarantee to reduce the risk to life.

The Review has identified 10 Strategies for further action/investigation containing 20 Recommendations. The following discussion addresses the Review Strategies/recommendations relevant to the matters raised in the Motion considered by Council on 25 March 2014.

The Review examined the current operations of the gates at Warragamba Dam and option to raise the crest of the dam wall and states:

“Given the time required to fully investigate, optimise, assess and possibly undertake the crest raising of Warragamba Dam, there is a need to more thoroughly examine the potential for some mitigation of floods in the short-medium term through changing the operation of Warragamba Dam. These minor to moderate flood events, with 1 in 1 to 1 in 20 chance of occurring in any one year, cut low-lying bridges and affect agricultural production. These smaller flood events are usually associated with Warragamba Dam spilling, but under certain localised weather conditions can also be caused by inflows from creeks and rivers downstream of the dam.” (p32)

Accordingly, the Review recommends at Recommendation 1 (p33) to:

“Determine the appropriateness and the steps required to allow the reduction of full supply level by up to five metres and/or the implementation of alternative gate operation at Warragamba Dam for the mitigation of minor to moderate flood events in the short-term.”

To achieve this, the Review proposes investigations into

- the two methods for achieving flood mitigation through changes to the operation of the current Warragamba Dam by:
 - lowering the full supply level and/or
 - operating the gates differently to allow temporary flood storage by surcharging the dam's radial gates during flood events
- the safety risks of operating the radial gates with a flood surcharge and the costs of any modifications to the gates and associated control infrastructure to reduce these risks to an acceptable level
- potential environmental impacts of the additional temporary inundation of the Blue Mountains National Park from surcharging the radial gates
- the economic impacts of reducing the water supply yield by lowering the full supply level of Warragamba Dam
- potential flood mitigation achieved by lowering the full supply level, taking into account the difficulty in maintaining the lowered full supply level during wet years, and the current lowering of the dam level due to water consumption and potential environmental flow releases from Warragamba Dam

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- acceptable flow rate for discharge of stored water from Warragamba Dam to recover the lowered full supply level, balancing the impacts of the prolonged high flows downstream and the need to quickly lower the storage to the lowered full supply

Some factors of the above that were discussed with the General Manager of the Sydney Catchment Authority (SCA) relate to the increased low level flood impacts that the above surcharging or early release of water from Warragamba Dam can have on the Yarramundi, North Richmond and Windsor bridges. In this regard the surcharging and early release options would increase the frequency of flooding these bridges earlier than would have occurred without those actions. These factors will also be considered in stage two of the review.

The Review also assessed a number of options for enhancing the drainage of floodwaters from the valley by reducing the restriction of the Sackville gorge below Windsor and short listed the following for more detailed assessment:

- Currency Creek diversion – a flood channel cut between Wilberforce and Currency Creek, which joins the Hawkesbury River near the Sackville Ferry
- the Sackville cutoff – a flood channel cut from upstream of the Sackville Ferry to the Cumberland Reach, located north of Sackville on the Hawkesbury River
- the Sackville large diversion – a flood channel cut from Sackville to Leets Vale

The Review concluded that:

"The Currency Creek diversion and Hawkesbury River dredging between Windsor and Wisemans Ferry have the same order of cost as raising the crest of the Warragamba Dam wall, have large environmental impacts, and provide less than half the flood mitigation benefits of raising the crest of the dam."

"It should also be noted that these downstream flood mitigation options only increase the outflow from the valley during a flood event, so do not assist in flood evacuation operations. They have negligible reduction in flood levels at Penrith due to flow restriction at the Castlereagh gorge. In addition they would require ongoing maintenance and dredging to remain effective." (p29)

Key concluding findings of the Review are:

"Raising the crest of the Warragamba Dam wall to create flood storage capacity was found to be the most effective infrastructure option for providing regional flood mitigation. However, like many other infrastructure options, it is expensive and would generally require a long lead time for implementation. It also has significant potential environmental costs. Raising the crest of the dam wall would significantly reduce but not eliminate the risk of significant flooding in the Hawkesbury - Nepean Valley."

"Changing the operation of the existing Warragamba Dam to provide airspace to capture and store floodwaters through altered gate operation protocols or reducing full supply level, would reduce the impact of minor to moderate flood events only. Changing the operation of the dam can have significant costs and impacts on Sydney's long term available water supply."

"Significantly less cost-effective than raising the crest of Warragamba Dam wall are infrastructure options to enhance drainage of floodwater from the valley. This includes constructing flood channels, dredging of the river or building new dams elsewhere in the catchment."

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Meeting Date: 13 May 2014

Stage two of the Review has already commenced and the first stakeholder meeting with the Taskforce was held on 28 April 2014 at Penrith. The General Manager and Director City Planning were Council's representatives at this meeting and the Taskforce's intention as part of Stage two of the Review is to have regular involvement with Councils and other stakeholders. The taskforce have commenced the more detailed investigations and cost-benefit analysis of the recommended actions from Stage one and some preliminary findings are expected to be available by September 2014 with the completion of the Review mid-2015. A request has been made with the Chair of the Taskforce for a presentation to be made to Council in relation to the progress of this Review and the intended outcomes. Tentative agreement to this presentation has been given for a briefing in the latter half of this year, possibly September.

Given the findings of Stage one of the Review and the progress of Stage two of the Review it is recommended that Council continue involvement with the Review as already commenced, not pursue further regional flood mitigation projects until the outcome of the Review and to progress the local flood risk mitigation actions as set out in the HFRMS&P as attached to this report.

Conformance to Community Strategic Plan

The proposal is consistent with the Looking After People and Place CSP Theme 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 Community Strategic Plan being:

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

Financial Implications

The financial implications to implement regional flood mitigation measures are significant and this is recognised in Council's Regional Flood Mitigation Policy. For this reason it is appropriate for Council to work with the NSW State Government and Agencies to progress this work.

The implementation of Local Flood Risk Mitigation measures, as identified in the Hawkesbury Floodplain Risk Management Study and Plan, are the responsibility of Council. The Plan has a range of actions that can be undertaken within existing budgets.

RECOMMENDATION:

That Council:

1. Note the progress of the Hawkesbury-Nepean Valley Flood Management Review and continue to work with the relevant State Agencies to progress that Review.
2. Continue work on dredging investigations as previously resolved and not pursue additional regional mitigation works until the completion of the Review and the recommendations from that Review are finalised.
3. Commence the implementation of the adopted local flood risk mitigation actions in Table 9.1 of the Hawkesbury Floodplain Risk Management Study and Plan adopted by Council on 11 December 2012.

ORDINARY MEETING

Meeting Date: 13 May 2014

ATTACHMENTS:

- AT - 1** Summary table of options and a diagram of mitigation options in the Richmond and Windsor area, Achieving a Hawkesbury-Nepean Floodplain Management Strategy.
- AT - 2** Copy of report to Floodplain Risk Management Advisory Committee dated 15 April 2013.

ORDINARY MEETING

Meeting Date: 13 May 2014

AT - 1 Summary table of options and a diagram of mitigation options in the Richmond and Windsor area, Achieving a Hawkesbury-Nepean Floodplain Management Strategy.

Hawkesbury Nepean Flood Management Strategy
Engineering Studies to Modify Flood Behaviour

Table 2: Summary of Options

Strategy	Option	Effectiveness	Practicality	Environmental Impacts	Social Impacts	Cost (\$M)
VALLEY WIDE OPTIONS:						
Mitigation Dams	Dam on the Wollondilly River	Lowers level at Penrith by 0.7 m and at Windsor by 0.6 m.	Difficult in National Park.	Significant impact on river environment	Nil	300 ⁽¹⁾
	Dams on Wollondilly and Cops Rivers	Lowers levels at Penrith by 1.8 m and at Windsor by 2.3 m.	Both sites in National Park.	Significant impact.	Nil	500 ⁽¹⁾
	Dam on the Nepean River	Lowers level at Penrith by 1.7 m and at Windsor by 1.5 m.	Land resumption required; would affect Camden.	Significant effect on Upper Nepean.	Significant land resumption required.	>290 ⁽¹⁾
	Dam on the Grose River	Lowers level at Windsor by 0.2 m.	National Park and very inaccessible terrain.	Significant	Nil	>290 ⁽¹⁾
	Dam on South Creek	Lowers level at Windsor by 0.3 m.	No suitable location.	Significant	Large land resumption required.	>500
	Dam on the Colo	Lowers level at Windsor by 0.2 m.	National Park.	Significant	Some land resumption required.	>290 ⁽¹⁾
Major Diversions	Currency Creek	1 m benefit at Windsor with 0.7 m increase in level at Sackville.	Huge earthworks required.	Significant	Major land resumption required, increased levels downstream.	100-200
	Gronos Point	0.1 m lower at Windsor.	Major earthworks required.	Some	Land resumption.	5-15
	Sackville	0.2 m - 0.3 m reduction at Windsor, 0.1 m increase in level at Wisemans Ferry.	Major earthworks required.	Some	Land resumption.	300
	Breakaway	Nil	Some earthworks.	Some	Some land resumption.	40

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ORDINARY MEETING

Meeting Date: 13 May 2014

Hawkesbury Nepean Flood Management Strategy
Engineering Studies to Modify Flood Behaviour

Strategy	Option	Effectiveness	Practicality	Environmental Impacts	Social Impacts	Cost (\$M)
Small Detention Basins	Small Basins on South Creek	0.1 m practical maximum decrease in level at Windsor.	Because of shallow depth the area required is 10% of the catchment.	Some	Enormous land resumption is required.	500
Raise Roads and Bridges		Assist evacuations.	Possible and necessary as part of any scheme.	Minimal	Nil	See other reports
Refuge Mounds		Assist evacuations.	Possible although will need to be quite high.	Some	Some land sterilisation.	Varies
Dredging	Downstream of Sackville	Reduce levels at Windsor by 0.7 m.	High volumes involved.	Significant	Provision of sand.	440 ⁽¹⁾
Flood Warning	Improved Valley Wide Flood Forecasting and Warning System	Very efficient in reducing damages if properly implemented in conjunction with public awareness and evacuation planning.	Requires professional team with access to all data and appropriate training.	Nil	Large social benefits.	<0.5
Gate Operation Improvements	At Warragamba Dam	Some benefit especially on rise of flood.	Could make some floods worse.	Some increase in reservoir levels.	Nil	1.0
Storage Depletion	At Warragamba Dam	Minimal for large floods.	Decrease water supply security and can be difficult to maintain prior to flood.	Less water available for environmental releases and will bring forward the construction of another water supply dam.	Nil	>300 ⁽²⁾
Voluntary Purchase	Purchase High Hazard Properties	Removes worst affected properties.	Subject to owner co-operation.	Nil	Some community disruption.	Approx. 0.2 per property
WALLACIA:						
Road Access		Improve evacuation time.	Achievable.	Some	Nil	1.0
Levees		Protection of low lying properties.	Very high, requires considerable land.	Disturb river bank areas.	Possible false sense of security.	10

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ORDINARY MEETING

Meeting Date: 13 May 2014

Hawkesbury Nepean Flood Management Strategy Engineering Studies to Modify Flood Behaviour

Strategy	Option	Effectiveness	Practicality	Environmental Impacts	Social Impacts	Cost (\$M)
PENRITH/EMU PLAINS AREA:						
Levees	Penrith	Minor because of backwater flooding and internal drainage problem.	Would increase levels elsewhere and produce false sense of security.	Disturb river bank areas.	Land resumption, loss of open space and river views, false sense of security.	5
	Emu Plains	Some benefit.	Would increase levels elsewhere and produce false sense of security.	Disturb river bank areas.	Significant land resumption and loss of open space and views, false sense of security.	5-10
Deflection Walls	Penrith and Emu Plains	Would reduce velocity impact on houses.	Minor increase in levels and perhaps localised eddy velocities.	River bank area would be degraded.	Land resumption, some loss of open space and views.	6
Bank Protection	Penrith and Emu Plains	Protect roads and properties.	Achievable.	Protect bank but no longer "natural".	Aesthetics.	0.5 - 2
Removal of Weir	At Penrith	Nil	Would change river environment at Penrith.	Would change river environment at Penrith.	Loss of recreation facility.	1.0
Clearing Weir Pool	At Penrith	Flood level at Penrith could be lowered by up to 0.2 m.	Bank stabilisation would be required.	Minor	Minor	0.5
Clearing and Widening Channel	Downstream of Weir	Flood level at Penrith lowered 0.4 m.	Large scale bank stabilisation would be required.	River bank area would be significantly altered.	Minor	Self Funding
Penrith Lakes Scheme		Only in small floods as fully flooded in large events.	Already under way.			Self Funding
Railway Embankment	Raise Embankment - Minimise Openings	Increase flood levels and lower velocities.	Could cause some minor drainage problems.	Very minor.	Some increases in levels.	40
	Lower Embankment and More Openings	Lower levels and increase velocities.	Nil	Nil	More damage due to high velocities.	10 - 20
Remove Bridges	Victoria and Railway Bridges	Minor reduction in levels.	Removing piers would require new bridge.	Some loss of historical asset.	Major community disruption during construction. Some loss of historical asset.	100

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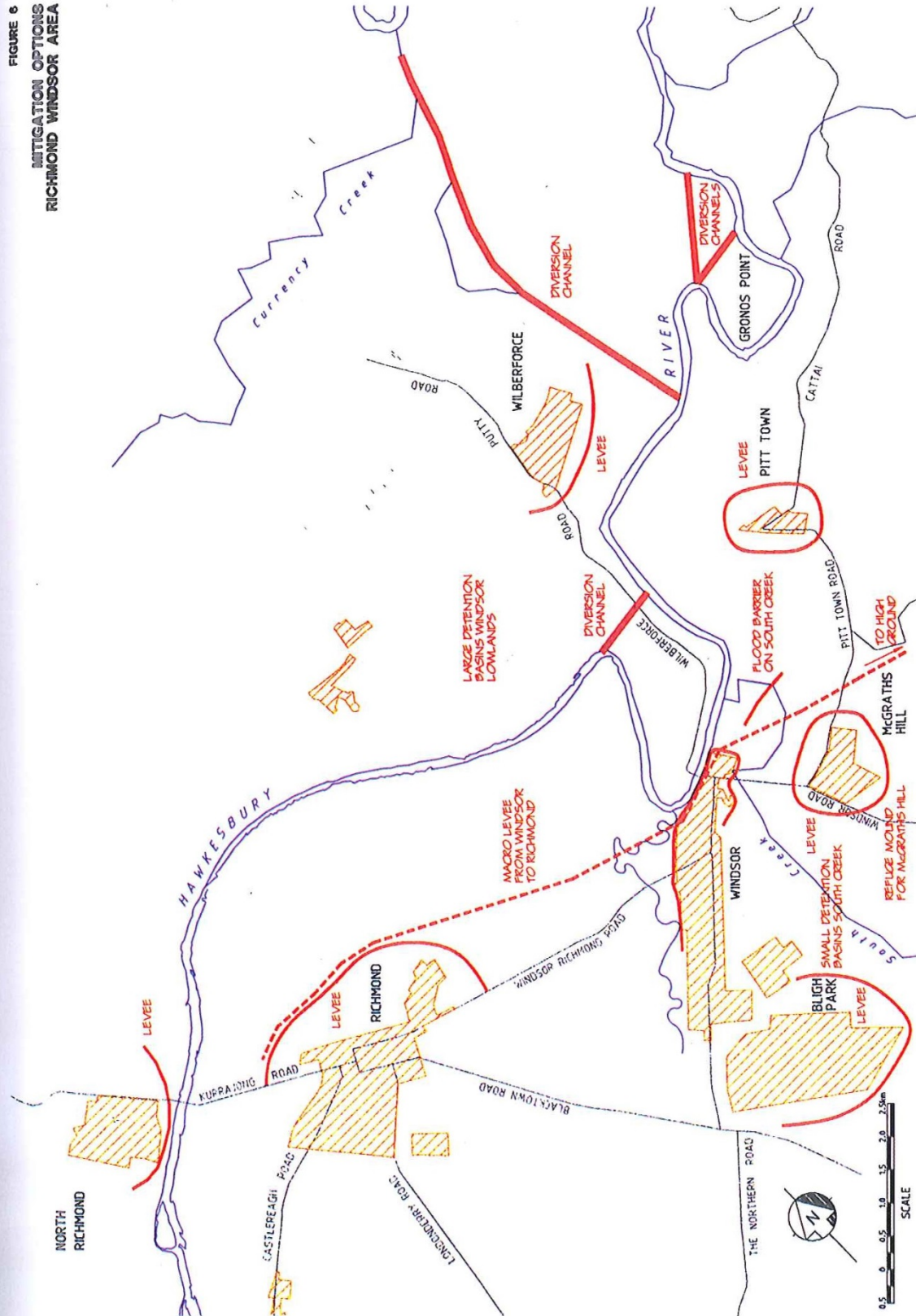
Hawkesbury Nepean Flood Management Strategy
Engineering Studies to Modify Flood Behaviour

Strategy	Option	Effectiveness	Practicality	Environmental Impacts	Social Impacts	Cost (\$M)
M4 Floodway		No significant change.	Achievable.	Some.	Minimal.	2
WINDSOR-RICHMOND:						
Levees	Windsor, Bligh Park, Mulgrave, Pitt Town, Wilberforce, North Richmond, Riverstone	Reduce flooding up to overtopping level.	Most would be very high.	Visual.	Loss of view, false sense of security.	20 - 40
Detention Basins	Large Basin at Richmond Lowlands	Minor benefits but only in very small floods.	Would increase flooding of agricultural land and require earth and drainage works.	Would affect lagoons.	Significant impact on farms.	Up to 20
SEE VALLEY WIDE OPTIONS						
Macro Levee	Richmond to Windsor	Reduce flooding Windsor and Richmond.	Enormous earthworks and land resumption required and disturbance of historical precinct of Windsor.	Significant visual impacts. Impact on Rickabys Creek.	Major visual impacts; impact on historical precinct.	200
	Richmond to McGraths Hill	Reduce flooding of Windsor, Richmond, Riverstone, Bligh Park, etc.	As above but worse.	As above plus impact on South Creek.	As above.	250
DOWNSTREAM OF WINDSOR:						
Levees	Levees at Various Small Communities.	Prevent flood damages up to overtopping flood.	Possible at Wisemans Ferry	Disturb river banks.	Loss of view, false sense of security.	Varies
Velocity Protection	Diversion Banks at Various Small Communities.	Reduce velocity.	Possible, especially at Spencer. Minor increase in levels.	Disturb river banks.	Small, some visual intrusion.	Varies
House Raising		Will reduce flood damages.	Possible.	Small.	Reduce visual amenity, false sense of security.	30 000-40 000 per house
Escape Areas	For Isolated Communities.	Improve evacuation.	Possible.	Some clearing of land.	Nil.	Varies

NOTES: (1) Costs based on estimate prepared by Sydney Water.
(2) If new water supply storage required.

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FIGURE 8
MITIGATION OPTIONS
RICHMOND WINDSOR AREA



ORDINARY MEETING

Meeting Date: 13 May 2014

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

dated 15 April 2013.

ITEM: CP - Hawkesbury-Nepean Flood Mitigation - (95498)

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: 13 May 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.

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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

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Meeting Date: 13 May 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. (e) Use caravan park emergency management plan template to raise awareness and increase preparedness.	–	Private Sector, HCC, SES, 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 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.

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section 4

reports
of committees

ORDINARY MEETING
Reports of Committees

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Reports of Committees

SECTION 4 - Reports of Committees

ROC Audit Committee Minutes - 26 February 2014 - (91369, 95496)

The meeting commenced at 4:05pm

Present:	Harry Khouri (Acting Chair) Ellen Hegarty Councillor Paul Rasmussen
Apologies:	Nisha Maheshwari Councillor Patrick Conolly Dennis Banicevic - PricewaterhouseCoopers
In Attendance:	Peter Jackson - General Manager Laurie Mifsud - Director Support Services Steven Kelly - Internal Auditor Emma Galea - Chief Financial Officer Vikash Pillay - PricewaterhouseCoopers Jan Readford - Minute Secretary

REPORT:

RESOLVED on the motion of Councillor Paul Rasmussen and seconded by Ms Ellen Hegarty that the apology be accepted.

Attendance Register of Audit Committee

Member	26/02/2014				
Councillor Patrick Conolly	A				
Councillor Paul Rasmussen	✓				
Councillor Bob Porter (Alternate)	N/A				
Ms Ellen Hegarty	✓				
Mr Harry Khouri	✓				
Ms Nisha Maheshwari (Chair)	A				

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

In the absence of the Chairperson, Ms Maheshwari, the Deputy Chairperson, Mr Khouri, assumed the Chair for this meeting.

Mr Jackson suggested that Items 1 and 2 be deferred to the next meeting, when Ms Nisha Maheshwari will also be in attendance.

Mr Khouri and Ms Hegarty agreed, indicating that Ms Maheshwari should be given the opportunity to re-stand for the position of Audit Committee Chairperson.

ORDINARY MEETING
Reports of Committees

CONFIRMATION OF MINUTES

RESOLVED on the motion of Mr Harry Khouri and seconded by Ms Ellen Hegarty that the Minutes of the Audit Committee held on the 10 October 2013 and 20 November 2013, be confirmed.

SECTION 3 - Reports for Determination

Item 1: AC - Election of Chairperson - (91369, 95496, 79351)

This item has been deferred to the next meeting of 28 May 2014.

Item 2: AC - Election of Deputy Chairperson - (91369, 95496, 79351)

This item is held deferred to the next meeting of 28 May 2014.

Item 3: AC - Status Report - Management Responses to Development Applications Audit Recommendations - January 2014 - (91369, 121470, 79351)

DISCUSSION:

- Mr Jackson advised there have been a few matters to resolve in relation to the issuing of Subdivision Certificates.
- Mr Jackson indicated that Council has attempted to appoint someone specifically to this role on a couple of occasions, only to find the applicants have taken another position. Council will appoint an existing staff member to manage this process.
- Vacancies in the Planning area have placed pressure on staff, including the impacts resulting from changes to Planning legislation, new legislation affecting backyard swimming pools and spas, and a major development in Vineyard that will require a staff member to work full time on that project. Under an agreement with the Department of Planning, this position will be fully funded, however, the appointment will require another staff member to backfill the existing position.

RECOMMENDATION TO COMMITTEE:

That the attached Status Report on Management Responses regarding the Development Applications Audit recommendations be noted.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Ms Ellen Hegarty.

That

That the attached Status Report on Management Responses regarding the Development Applications Audit recommendations be noted.

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Item 4: AC - Status Report - Management Responses to Audit Recommendations - January 2014 - (91369, 121470, 79351)

DISCUSSIONS:

- Mr Kelly advised that progress of recommendations under the Governance Health Check have been delayed due to key staff taking maternity leave until the end of April 2014.

RECOMMENDATION TO COMMITTEE:

That the attached Status Report on Management Responses regarding Audit recommendations be noted.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Ms Ellen Hegarty.

That the attached Status Report on Management Responses regarding Audit recommendations be noted.

Item 5: AC - Grants Administration - (91369, 121470, 79351)

DISCUSSION:

- Mr Kelly advised that during 2013/2014, Council received grants totalling \$444,000, including funding provided by The Department of Broadband Communications and the Digital Economy, for, in part, the establishment of a video conferencing Centre in the Deerubbin Centre for online training, which also incorporated the development of Council's new Booking System.
- Mr Jackson advised that some funding received by Council is on a 50:50 basis.
- Mr Jackson advised that Council applies for up to \$2 million in State and Federal Government grants annually.
- Mr Kelly advised that Council's Governance staff review all grants available, to source eligible grants that match Council's strategic plan. Council only applies for grants that can be used.
- Mr Khouri enquired if Council applies for grants for the purpose of maintenance or for assistance with road improvements. Mr Jackson advised that grants for maintenance are not generally sourced, usually only those associated with projects or to support the Budget.
- Mr Khouri noted that PricewaterhouseCoopers have indicated Council is financially sound, and enquired why Council is not spending on maintenance. Mr Jackson advised that Council directs as much money as possible in the Budget for infrastructure projects. Council runs a tight and balanced budget and works towards keeping the operation as lean as possible, so that funds can be channelled where they are needed.
- Mr Khouri referred to Sub-Divisions, and noted there seems to be a long time, from the time funds are budgeted before there is any expenditure. Mr Khouri indicated that Council should not keep money in the bank – it should be spent. Mr Jackson advised that Council does not withhold the funds. A significant portion of works under Section 94 are underground. Council has recently spent \$2.5 million on the purchase of land.

ORDINARY MEETING

Reports of Committees

- Councillor Rasmussen enquired if Council receives Heritage grants. Mr Jackson advised that Council received a Heritage Grant for the work undertaken on the mortuary.
- Mr Mifsud indicated that Council applies for various grants including Heritage. Some grants are in the Cultural Services area, where a number of Arts grants have been received. Mr Mifsud advised that Council staff spend a number of days working on grant applications, so the decision to apply for a grant is made considering potential impact vs worthwhile. Council will only apply for grants that are thought to be achievable. There are processes in place for staff to identify opportunities.
- Mr Mifsud advised there is also an assessment conducted on whether it is warranted to go 50:50 for a grant i.e. Council pays 50% of the funds required. A recent application on this basis was unsuccessful, however Council will apply again next year.
- Councillor Rasmussen referred to the Local Infrastructure Renewal Scheme (LIRS). Mr Jackson advised that this is a loan with subsidised interest rates. Council received a 4% return for the \$5.25 million borrowed.
- Councillor Rasmussen enquired if there were any more loan funds available. Mr Jackson advised the Department of Local Government did offer another round, however, Council made the decision not to apply. At the time the original loan application was lodged, Council was offered up to \$6 million. T-Corp, however, suggested that Council do not borrow more than \$6 million.

RECOMMENDATION TO COMMITTEE:

That the Internal Audit Report – Grants Administration be received and noted.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Paul Rasmussen, seconded by Ms Ellen Hegarty.

That the Internal Audit Report – Grants Administration be received and noted.

Item 6: AC - Risk Management Framework - (91369, 121470, 79351)

DISCUSSION:

- Mr Kelly advised the development of the Risk Management Framework is the first step in what will be a lengthy process, and is to ensure a consistent and best practice approach across the organisation, notwithstanding Council's existing commitment to risk management.
- Mr Khouri advised that he has shown Mr Jackson a couple of other Risk Management Frameworks that are similar. In particular, Mr Khouri referred to the introduction of the Accounting Professional & Ethical Standards Board's new standard, APES 325 Risk Management for Firms, which came into effect on 1 January 2013, and includes independent assessment right throughout the standards.
- Mr Jackson advised that Council, along with a group of other councils, is a member of Westpool, specifically for the purpose of pooling to obtain favourable insurances for the group.
- Councillor Rasmussen enquired if there have been any instances where something may have resulted in an injury that fell through the risk network. Mr Jackson advised that the Risk Management Framework is not a Work Health and Safety System.
- Mr Jackson advised that the recent audit identified a number of areas to be addressed. The Risk Management Framework will assist Council to minimise the risks.

ORDINARY MEETING
Reports of Committees

- Councillor Rasmussen enquired if any works would be undertaken proactively relating to the state of footpaths and other known hazard areas. Mr Jackson advised that Council staff will continue to conduct a risk assessment of these and other areas.

RECOMMENDATION TO COMMITTEE:

That the attached Risk Management Framework be endorsed by the Committee on the basis of the document being further reviewed by Council management, in association with, and to assist with, the ultimate introduction of an organisational Risk Management System.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Ellen Hegarty, seconded by Councillor Paul Rasmussen.

That the attached Risk Management Framework be endorsed by the Committee on the basis of the document being further reviewed by Council management, in association with, and to assist with, the ultimate introduction of an organisational Risk Management System.

SECTION 4 - General Business

- **The Hawkesbury River County Council**

Councillor Rasmussen referred to Council's relationship with The Hawkesbury River County Council and enquired if Council has any obligation with regard to risk management.

Mr Jackson advised that The Hawkesbury River County Council are responsible for conducting their own risk assessments. New legislation indicates that where the Council uses external parties, it's important that the Contract identifies each of the parties responsibilities.

The meeting terminated at 4:55pm.

Submitted to and confirmed at the meeting of the Audit Committee held on 28 May 2014.

oooO END OF REPORT Oooo

ORDINARY MEETING
Reports of Committees

ROC Floodplain Risk Management Advisory Committee - 3 April 2014 - (86589)

The meeting commenced at 4pm in Council Chambers.

Present: Councillor Bob Porter, Chairperson
 Mr Trevor Devine, Deputy Chairperson
 Councillor Mary Lyons-Buckett, Hawkesbury City Council
 Councillor Warwick Mackay, Hawkesbury City Council
 Councillor Jill Reardon, Hawkesbury City Council
 Mr Ted Books, Community Representative
 Mr Kevin Jones, SES
 Mr Damian Moon, Community Representative
 Mr Harry Panagopoulos, Office of Environment and Heritage
 Mr Les Sheather

Apologies: Councillor Tiffany Tree, Hawkesbury City Council
 Mr Chris Amit, Hawkesbury City Council
 Mr Peter Cinque, SES
 Snr Inspector, Robert Bowman
 Mr Geoffrey Bessell, Community Representative
 Ms Kirstan Smelcher, Community Representative
 Mr Ray Williams MP, Member for Hawkesbury
 Mr Bart Bassett MP, Member for Londonderry

In Attendance: Mr Matthew Owens, Hawkesbury City Council
 Mr Phillip Pfeffer, Hawkesbury City Council
 Mrs Louise Markus MP - Federal Member for Macquarie
 Mr Kevin Conolly MP - Member for Riverstone
 Ms Robyn Kozjak - Minute Taker, Hawkesbury City Council

REPORT:

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

CONFIRMATION OF MINUTES

RESOLVED on the motion of Councillor Reardon and seconded by Mr Ted Books that the Minutes of the Floodplain Risk Management Advisory Committee held on the 3 April, be confirmed, with an amendment to Page 5 of the Minutes in relation to Declarations of Interest. Mr Devine advised the second paragraph should read:

*“Mr Devine referred to Item 2 of the agenda in relation to the completion of civil construction works in Bligh Park and declared an **insignificant** non pecuniary interest as he owns property in **Webb Place**, Bligh Park.”*

4:04pm - Mr Kevin Jones arrived

Councillor Lyons-Buckett asked if it was possible to bring in to the Committee a member in lieu of Councillor Tree as she understood Councillor Tree was not in a position to attend meetings due to work commitments.

The Chair responded that issue would be brought up at a future Council meeting.

ORDINARY MEETING
Reports of Committees

Member	03/10/13	21/11/13	27/02/14	03/04/14
Councillor Bob Porter - Chairperson	✓	✓	✓	✓
Councillor Tiffany Tree	A	A	A	A
Councillor Jill Reardon	A	✓	✓	✓
Councillor Warwick Mackay	✓	✓	✓	✓
Councillor Mary Lyons-Buckett	✓	✓	✓	✓
Mr Peter Cinque OAM - (SES Sydney Western Division)	A	A	X	A
Mr Harry Panagopoulos - (Office of Environment and Heritage)	A	✓	✓	✓
Ms Kirstian Smecher - (Dept of Defence)	X	X	X	A
Snr Inspector Robert Bowman - (Industry & Investment NSW) - Primary Industries	A	X	X	A
Mr Kevin Jones - (SES Headquarters)	✓	A	A	✓
Mr Les Sheather - (Community Member)	A	✓	✓	✓
Mr Geoffrey Bessell - (Community Member)	✓	✓	✓	A
Mr Damian Moon (Community Member)	✓	✓	✓	✓
Mr Trevor Devine - Deputy Chairperson	✓	✓	✓	✓
Mr Ted Books (Community Member)	✓	✓	✓	✓

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

SECTION 3 - Reports for Determination

Declarations of Interest

RECOMMENDATION TO COMMITTEE:

That:

1. General disclosures of interest listed in this report be received.
2. Other specific disclosures of interest be declared if deemed appropriate.

MOTION:

RESOLVED on the motion of Mr Damian Moon, seconded by Councillor Reardon

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

1. General disclosures of interest listed in this report be received.
2. Other specific disclosures of interest be declared if deemed appropriate.

SECTION 5 - General Business

Presentation - "Plain English" Executive Summary

Mr Pleffer commenced his presentation.

- Mr Devine asked how many Councils had completed a FRMS&P.
Mr Pleffer responded HCC was the only Local Metropolitan Council who had completed a FRMS&P.
- Mr Devine addressed Mr Panagopoulos asking how many Councils in the Hawkesbury Nepean system were funded to participate in undertaking a FRMS&P.
- Mr Panagopoulos responded all of those councils were provided funding to encourage establishing a FRMS&P and this Council was the only Council which took the initiative on board and undertook the project.
- The Chair advised he believed the community consultation process in relation to the exhibition of the FRMS&P was inadequate (in comparison to recent exhibitions relating to Redbank and Jacaranda Ponds proposals).

Mr Owens responded the FRMS&P was on exhibition for a few months and included Notices in newspapers, Council's website and a weekend display at Riverview Shopping Centre with Mr Pleffer, Mr Owens and the consultant. Mr Owens added a number of different groups were contacted as part of information gathering process also.

The Chair advised he believed we should go back out to the community to conduct information sessions / seminars in community halls etc.

ORDINARY MEETING
Reports of Committees

4:25pm - Mr Sheather arrived

4:26pm - Mrs Louise Markus MP arrived

- Councillor Lyons-Buckett reported part of the Plan related to implementing community awareness and pressed for the Committee to commence moving on the recommendations in the Plan.

4:32pm Mr Kevin Conolly MP arrived

- The Chair raised concern the SES had not provided information to the Committee in relation to its bid to secure gauge monitoring stations under the one single authority which would assist in evaluating the amount of water going into the dam catchment and into the dam itself. The Chair advised this information would allow the SES to gather information on the amount and timeframe of releases.

Mr Pleffer responded the Hawkesbury Nepean Valley Flood Management Review Stage One does look at and make recommendation regarding management of gauges.

- The rising cost of insurance was discussed and Mr Owens reported the NRMA had advised the FRMS&P had not impacted its flood premiums. Mr Owens advised he had spoken with a number of insurance companies who were seeking detailed information from Council in relation to flood risk to individual homes (rather than locality), for the purpose of reducing their risk and getting premiums down.

Mr Devine responded he believed this Council, being the only Council to complete a FRMS&P, had drawn attention to insurance companies and advised he believed premiums would actually increase, adding the Plan was placing a burden on the people of the Hawkesbury.

- Mr Conolly reported the Hawkesbury LGA was not the only area effected by a rise in insurance premiums, adding Riverstone residents were also experiencing issues as insurance companies come to realise the risk they have taken on.
- Mr Panagopoulos advised this Study was not the reason for rising premiums, advising insurance companies acquire their information from their own broad models and flood studies, not from the FRMS&P.
- Mr Moon thanked Mr Pleffer for his presentation and raised the issue of rising levels of silt in the river, advising he believed the removal of silt from the river would reduce flooding and allow more time to evacuate.

Presentation - Hawkesbury Nepean Valley Flood Management Review

Mr Pleffer distributed copies of the Hawkesbury Nepean Valley flood Management Review Stage One report by DPI/Office of Water.

- The Chair raised concern there was no provision for modelling of flood events in the Hawkesbury and suggested a real model of the Hawkesbury Valley be created which simulated flood behaviour. The Chair advised a flood model would depict the directional flows of the river, e.g. after 18 metres the water in the river flows in an entirely different direction (from back of Sackville), and at around 20 metres the flow heads towards Parramatta.

Mr Panagopoulos responded that would be a matter to take up with the Sydney Catchment Authority, however, he believed it would not be cost effective to build a plastic model.

- Mr Devine referred to page 4, second last paragraph of the government Report where it reads, (in part), "100 kilometre long Sackville gorge between Sackville and about Brooklyn" and advised he assumed this was an error.

ORDINARY MEETING
Reports of Committees

Mr Owens responded that could be raised with the authors of the report (as it was not Council's report).

MOTION:

RESOLVED on the motion of Councillor Porter, seconded by Councillor Reardon

That the Floodplain Risk Management Study & Plan and the Hawkesbury Nepean Valley Flood Management Review Stage One from the Department of Primary Industries / Office of Water, be put out to the community for further consultation. Such community consultation should be held in various community halls to capture residents from Wilberforce, McGraths Hill, Pitt Town, Bligh Park, South Windsor, North Richmond, Sackville, St Albans, Lower Portland and the Driftway.

- Mr Owens sought clarification from the Committee re the above recommendation, reminding the Committee that actions relating to community flood education and awareness was previously overturned by the Committee, with the preference being to action only Jim Anderson Bridge issues. Mr Owens added the government Review was not Council's document and suggested it would be accessible by the public, however, was not on exhibition as such and Council would not be able to take submissions.

The Chair responded this would be an opportune time to let the community know what was in those documents.

Mr Conolly recommended information sessions on the government Review be run post Mr Owens report to Council, and suggested the Committee not wait for Stage 2 as the preparation of that report would involve a lengthy process.

- Mr Devine asked if relevant government departments had been contacted (as per resolution adopted by Council on this Committee's recommendation), to establish a working party to identify roads east of Jim Anderson Bridge which require upgrade.

Mr Amit responded the RMS was undergoing a restructure in the organisation and attempts to have an RMS representative attend a meeting with the working party group have not been successful, however, Mr Amit advised he would persist in pursuing the RMS as they were integral to the working party discussions. Mr Amit added the other relevant government departments were in hand as they formed part of this Committee (i.e. RMS were the 'missing link').

- Mr Sheather raised concern there were many issues in the Plan which had not been discussed at all and asked that they be discussed at the next meeting to settle on the first action the Committee was to commence, suggesting some areas could be done easily and cost effectively.
- Mr Panagopoulos referred to Mr Owens proposed report to Council (as resolved by the Committee in relation to Council adopting a preferred position of flood mitigation measures), and suggested Mr Owens consult with the SES to avoid duplication of information as he believed the SES was also looking at issues in relation to Jim Anderson bridge, reviewing response issues and education programs.

The meeting closed at 5:51pm.

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 Recognition of APV and CAWB receiving Heritage Awards - (79351, 80104)

Submitted by: Councillor Paine

NOTICE OF MOTION:

That Council recognise and congratulate both groups, the APV and CAWB, for receiving Heritage Awards from the then Heritage Minister, Ms R Parker.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING

Notices of Motion

NM2

Options for the use of the Old Hospital Site - (79351, 80104)

Submitted by: Councillor Paine

NOTICE OF MOTION:

That at the next Councillor Briefing Session, Council discuss the possible options for the use of the Old Hospital Site.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING

Notices of Motion

NM3 **Feasibility of an additional river crossing in the Hawkesbury LGA - (79351, 125612)**

Submitted by: Councillor Lyons-Buckett

NOTICE OF MOTION:

That Council resolve to investigate the feasibility and options of an additional river crossing in the Hawkesbury LGA.

ATTACHMENTS:

There are no supporting documents for this report.

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 - 29 April 2014

#	Councillor	Question	Response
1	Creed	Requested an update on the resolution of issues relating to a property on Cabbage Tree Road, Grose Vale that is the subject of many complaints.	The Director City Planning advised that this matter relates to complaints from residents in Cabbage Tree Road about a property allegedly in Carters Road. The matter is currently being investigated by staff who have commenced actions to gain evidence required to pursue the complaint with the owner of the alleged offending property. Appropriate action will be taken commensurate with the evidence obtained.
2	Reardon	Requested advice on behalf of the Windsor Business Group regarding the creation of a traffic management plan for the Sebel Resort and Spa's annual New Year's Eve function.	The Director Infrastructure Services advised that meetings have been held to discuss potential improvements to traffic management for future events.
3	Lyons-Buckett	Enquired as to any action regarding the roof of the Jolly Frog Hotel, to protect the heritage listed building from weather.	The General Manager advised that Council has been liaising with representatives of the owner of the property and their consultant. The owner and their insurance company have recently appointed an appropriately qualified site manager to oversee the protection and restoration of the site. It is envisaged that appropriate action will be taken in the near future to further secure the property and protect it from environmental effects.
4	Tree	Requested an update on the progress of previously requested works at Bligh Park.	The Director Infrastructure Services advised that maintenance work had been undertaken with regard to mowing and repairs to cages around light fittings. Drainage maintenance has been programmed for Colonial Reserve (when ground conditions allow) and improvements will be carried out on roundabout islands including undertaking decorative concrete paving infill.

ORDINARY MEETING

Questions for Next Meeting

#	Councillor	Question	Response
5	Tree	Enquired if contact can be made with the RMS regarding poor visibility for motorists using the George Street, Windsor round-about due to long grass.	The Director Infrastructure Services advised the Council had made further contact with RMS to undertake mowing and Council also carried out works pending RMS attention.
6	Calvert	Requested an update on the future of the Windsor Court House.	<p>The General Manager advised that in accordance with Council's resolution of 27 August 2013, a letter expressing Council's concerns regarding the potential negative impact of the possible closure of the Court House were forwarded to the Attorney General and Minister for Justice, the Minister for Police, the Hawkesbury Local Area Command and the Law Society.</p> <p>Subsequently, by letter dated 28 October 2013, the Parliamentary Secretary for Justice advised, in part:</p> <p><i>"As part of the NSW Government's commitment to maintaining public services on a responsible financial footing, all departments are required to improve efficiency and identify areas where costs can be saved.</i></p> <p><i>The Chief Magistrate's proposal to suspend sittings at Windsor Local Court from July 2015 was based on the assumption that the required cost savings would lead to a reduction in magistrates. The Attorney General has made clear that not filling magistrates' position is a last resort option.</i></p> <p><i>The Attorney General has told the Chief Magistrate that he will consider any other proposals that will achieve cost savings. The Chief Magistrate and the Attorney General are in discussions about such proposals.</i></p> <p><i>Please be assured that the Government remains committed to providing services and programs that support access to justice for the people of NSW."</i></p> <p>A copy of this letter was forwarded to all Councillors on 1 November 2013.</p>

ORDINARY MEETING**Questions for Next Meeting**

#	Councillor	Question	Response
7	Rasmussen	Requested an update on the Council owned property at Colonial Drive, Bligh Park.	<p>The Director Support Services advised that Council previously resolved to revoke the site specific Development Control Plan and to call for tenders for the sale of 139 Colonial Drive, Bligh Park.</p> <p>Appropriate tender documentation is being finalised and arrangements are being made to commence the tender process. It is anticipated that the property will be offered for sale by tender in the near future.</p>

oooO END OF REPORT Oooo

ORDINARY MEETING
CONFIDENTIAL REPORTS

CONFIDENTIAL REPORTS

Item: 88 **SS - Tender No. 00940 - Management and Operation of the Hawkesbury
Leisure Centres - (95496, 73685) CONFIDENTIAL**

Reason for Confidentiality

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

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