



Hawkesbury City Council

ordinary  
meeting  
business  
paper

date of meeting: 14 April 2015

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](mailto:council@hawkesbury.nsw.gov.au).

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

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

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

## **Voting**

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

## **Planning Decision**

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

## **Business Papers**

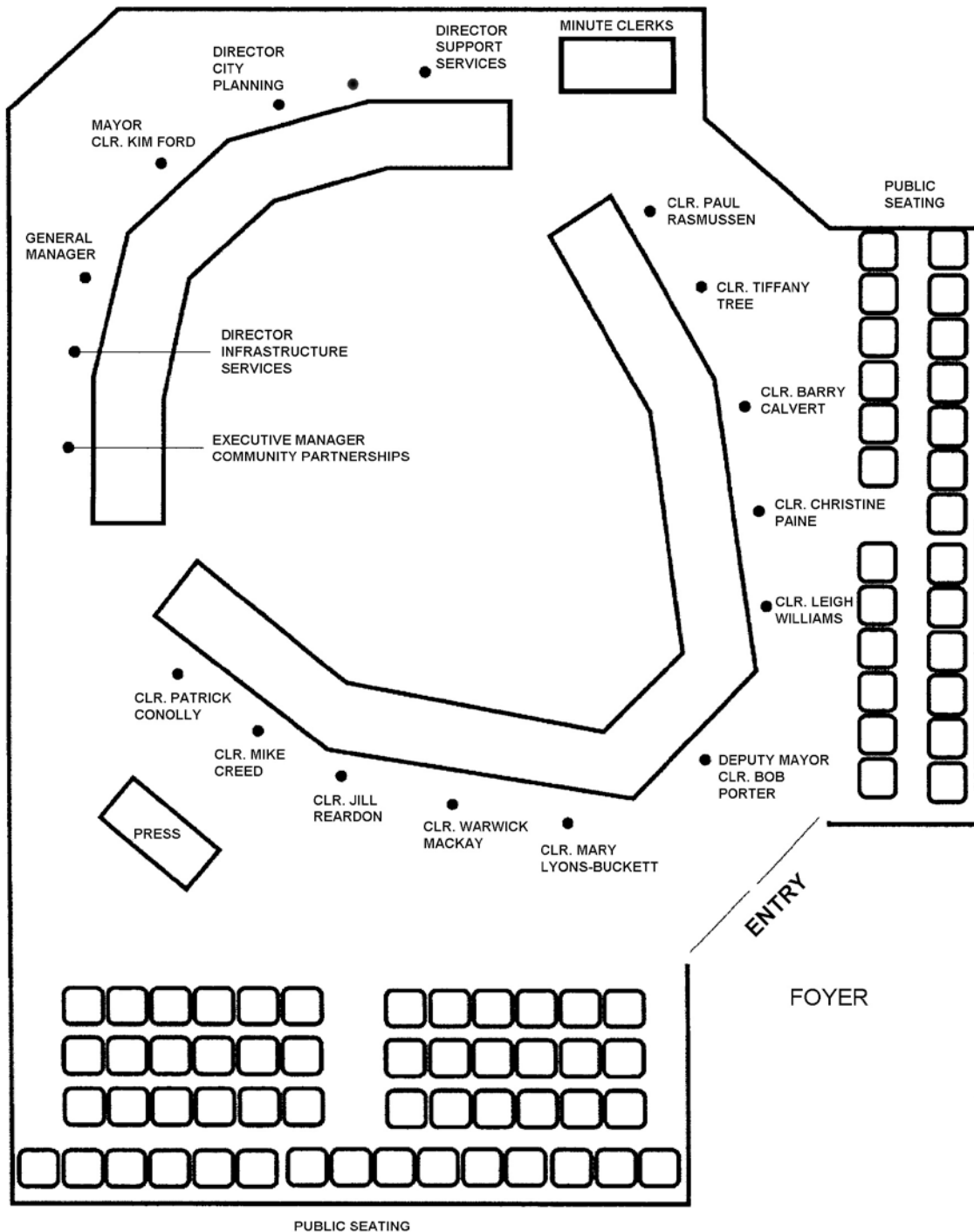
Business papers can be viewed online from noon on the Friday before the meeting on Council's website: <http://www.hawkesbury.nsw.gov.au>

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

## **Further Information**

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

# Hawkesbury City Council



PUBLIC SEATING



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SECTION 3 - Reports for Determination

GENERAL MANAGER

**Item: 52**                      **GM - Hawkesbury Tourism Strategy - (79351)**

**Previous Item:**            Item 126, Ordinary (28 June, 2011)  
Item 54, Ordinary (10 March 2009)

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**REPORT:**

**Executive Summary**

Supporting Business and Local Jobs is one of the five themes that guides the Hawkesbury Community Strategic Plan 2013-2032 (CSP). The success of the theme is linked to three directions and three strategies outlined in the CSP for the theme; and overall it is about progressing the 'economic development' of the Hawkesbury local government area (LGA) in a more active way by Council in partnership with stakeholders.

One of the Supporting Business and Local Jobs theme's strategies is to promote and progress the LGA as a tourism destination. To this end, the draft Hawkesbury Tourism Strategy (HTS) has been prepared to guide the community's aspirations for attracting visitors to the area to support the local economy over the coming years. Tourism is also seen as a way to help achieve thriving town centres that attract residents, visitors and businesses, which is reflected in the Looking after People and Place theme of the CSP; and the HTS would be a pillar of Council's suite of strategic planning documents informing the CSP.

Council's tourism activities have been at an operational level over the years, generally being visitor services via the Visitor Information Centre (VIC), membership of local tourism groups and some promotional and market development (available funding opportunities from the Australian and NSW Governments). These activities have been informed by local tourism groups and operators, who have seen this as the best way to attract and support visitors. Yet, tourism's performance in the local economy has been mixed over the years from anecdotal commentary and broad tourism data indicators. Tourism operators and groups believe more should be done locally and by Council to grow the sector, notwithstanding the other industries sectors in the local economy and the NSW Government's priorities for regional tourism investment and industry development. Tracking tourism performance is difficult to measure when Council's operational activities occur without a strategic vision and directions that are shared by the Council and stakeholders.

The HTS looks beyond the traditional approach to tourism to consider the facts, figures and trends that will influence what type of tourism destination the LGA will be. The HTS considers the directions and actions that Council should lead, with the support of stakeholders, to better position the LGA for its likely tourism future based on consumer interests and needs. It adopts an economic development approach to implementing the HTS so that any investment decisions and program activities occur with an understanding of the role of the LGA in the broader tourism market on the edge of the fast growing urban Sydney Region.

The HTS document has undertaken background research and stakeholder engagement to inform a proposed tourism vision and directions for the LGA. The action plan has five foundation direction themes that should be addressed to progress the 'business of tourism' in our LGA.

## Consultation

Consultation was undertaken during the HTS process with interested resident's community representatives, government agencies, tourism operators and tourism operator groups. A public meeting was held in April 2014 prior to development of the vision and action plan to involve stakeholders. This was complemented with meetings with tourism groups, tourism operators and representatives and NSW Government agencies, during both sections of the strategy and there was an open-telephone approach with the consultant, noting the history to Hawkesbury tourism. These activities were undertaken in an endeavor to ensure the tourism sector could effectively liaise with the consultant.

## Background

Council has been involved in tourism activities at an operational level since the mid-1980s. This has mainly been in visitor services, funding the VIC through initially a Council service model and then an external service provision model under agreement with a local tourism group, Tourism Hawkesbury Incorporated (THI), now Hills Hawkesbury and Riverland Tourism Incorporated (HHART) and a business group, Hawkesbury City Chamber of Commerce (HCCC). As promotional and marketing activities became the focus of tourism delivery, the operators of the VIC coordinated some promotion and marketing activities, product development and placed-based tourism website. During the years THI operated the VIC, Councillor delegates attended THI's Board meetings to have input into the VIC's annual business plans. Council resumed operation of the VIC in June 2007, due to performance matters associated with the then external service operator (HCCC). At this time, Council Management reviewed and rebuilt the VIC to continue the service level delivered by the VIC.

The VIC has been in operation for over 25 years and is one of the longest serving VIC's in NSW. The public makes use of the VIC for different visitor services, for example local knowledge and advice, maps, brochures, bookings, events, tours, accommodation, directions, local guides and business operator support.

Council at its meeting on 30 October, 2007, decided to operate the VIC during 2008, while exploring other possibilities for the VIC, including marketing activities with THI as it became HHART with a regional focus and its interest in running the VIC again, and liaising with adjoining councils to work with them on a regional approach to tourism on shared projects, marketing and strategic tourism activities. A number of reports on tourism were presented to Council during 2008 and 2009, while it considered its initial thoughts around the VIC and partnership opportunities for tourism marketing and projects in the region. This led to Council's resolution of 10 March, 2009, being:

*"That as part of its Tourism Program for the area, Council:*

- 1. Continue to operate the Visitor Information Centre at Clarendon for up to two years, during which time monitor the situation regarding possible alternate operators and, if appropriate, review the situation as it relates to the delivery model.*
- 2. Prepare a tourism strategy for the Hawkesbury Local Government Area to guide future directions, including Council activities and its response to the tourism market."*

In regard to part (2) of the resolution, the value in a strategic approach to tourism, one that is informed by the latest thinking on tourism management and the future needs for visitors, operators, product development, digital communication, visitors services, branding and marketing, tourism trends and consumer behavior was acknowledged. Funds were made available in the 2011/2012 Budget, given the timing of the budget preparation process and other program priorities of the Management Plan.

Council at its meeting on 28 June 2011, reaffirmed its commitment to operate the VIC as the preferred model and sought to consider how visitor services could be further development in the forthcoming tourism strategy. The HTS has addressed the visitor services and the VIC in the document.

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During 2011 and 2012, Council responded to requests from tourism groups, including Greater Sydney Tourism Incorporated and HHART at an operational level, asking for contributions towards a new Sydney-wide tourism awards; Council's involvement on a new HHART committee, known as Destination Hawkesbury (Council resolution of 28 June, 2011; committee abandoned by HHART via email from then HHART CEO on 30 April, 2012); and a 'famil' project (Council resolution of 27 September, 2011). These requests had an impact on resourcing the HTS; and are mentioned to highlight the nature of tourism, where stakeholder requests for assistance with their activities often occurs. Overall, a strategic vision and direction for tourism in the LGA will better serve the sector, under which tourism actions and activities can be pursued by Council in partnership with stakeholders.

The development of the HTS was undertaken during 2013 and 2014, with an extended approach to engagement with stakeholders, given the history surrounding tourism in the area, the range of tourism business operators in the area, the size of the LGA and consultant access to stakeholders.

The HTS was prepared by The Stafford Group, a well renowned tourism and strategic management consultancy that is accredited by both Tourism Australia and Destination NSW for the development of a range of tourism documents. The Stafford Group has specialised skills in tourism sector engagement. These skills were well received and appreciated in the consultation process for the HTS by stakeholders. A copy of the HTS is attached as Attachment 1 to the report and a summary of the document is provided below with commentary.

The HTS document is divided into two parts where research and stakeholder engagement is considered to inform the proposed tourism vision and directions and the action plan (destination development strategy). The first part of the HTS includes:

- The context LGA in greater Sydney and tourism markets, tourism contribution to economies, Sydney's population, NSW Government policy, Council and tourism, local sector and tourism
- Demand and supply analysis visitor trends to LGA and generally, visitor expenditure and length of stay, visitor markets to the LGA
- Stakeholder consultation commentary lifestyle operators, more product, fragmented industry, communication, tourism market position, regional alignment, Council support, the land use planning environment, the VIC, leadership role, tourism profile/ place presentation, tourism differentiation, a place based website, restaurants and cafes
- Visitor Information Services overview of VIC visitor usage, operating hours, costs and expenditure, comparative analysis with other VICs
- Challenges ageing population, greater Sydney's housing focus and tourism needs, water ways and ecosystems, tourism infrastructure, transport services. Tour operator interest, produce markets, VIC location, new tourism product, aviation and RAAF Base Richmond, partnership with NPWS, accommodation occupancy levels, lifestyle operators, community awareness, towns and villages differentiation, larger visitor experiences/ anchor events, media database.

The tourism key findings for the LGA include:

- The primary challenge is that the LGA is in close proximity to Sydney CBD, making the area accessible, but not far enough away to be regarded as a destination in its own right for the greater Sydney visitor market;

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- The local tourism sector comprises small - medium sized tourism businesses with a number of these being lifestyle operators;
- The Hawkesbury tourism brand is associated primarily with the river, but it is only a small component of the area message for tourism and is not easily accessible. The brand positioning needs to convey a regional destination message, as the most accessible regional destination to Sydney;
- The local tourism sector has struggled over some time to achieve a collective way forward through cooperative marketing campaigns, regional events and other initiatives;
- Council will need to play a role to focus industry efforts, provide enhanced visitor services and to support destination based infrastructure and desired outcomes in the context of Sydney metropolitan planning for Western Sydney;
- Whilst HHART has marketed the Hawkesbury as part of its broader destination marketing message, sufficient outcomes to enable the Hawkesbury to flourish as a tourism destination have been difficult to achieve. Stakeholders don't see the synergy between The Hills area and the LGA's tourism products;
- The local tourism sector and Council need to form a far more effective working partnership to grow the visitor economy and support industry initiatives to a greater extent;
- Council was not perceived as being supportive of tourism, notwithstanding the 'hands off' approach to allow the local sector to determine its own pathway forward, with the support the VIC. Council needs to reengage and industry needs to be prepared to work in partnership with Council going forward;
- There is stakeholder expectation that unless Council takes a strong lead and plays an active role that opportunities will not come to fruition;
- NSW National Parks and Wildlife Service (NPWS), should be a key partner for LGA tourism,
- The residential priorities of the NSW Government makes it more challenging to position the LGA as a tourist destination with major surrounding urban expansion;
- Whilst some local based events have managed to grow organically, historically a number of events held in the LGA have struggled to maintain momentum and ongoing support.

Opportunities have been identified for the LGA that should be considered and include:

- Hawkesbury Tourism Working Group
- Development of a tourism brand for the Hawkesbury LGA
- Tourism positioning for the Hawkesbury LGA's nodes/hubs
- Development of a communication/digital platform
- Technology solution for visitor services
- National orienteering course
- Recognition of Council's role in tourism
- Development of new experiences/attractions and events
- Grow the equine industry

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- Pet Friendly Tourism
- Art/sculpture trails
- Packaging of product
- Marketing the value of tourism
- Development of a major new visitor experience.

The proposed guiding statement for tourism in the LGA is:

Vision: *That the Hawkesbury LGA will be recognised as a major recreational playground for the Greater Sydney region utilising its key strengths of its natural environment, heritage and cultural assets and leveraging off its close proximity to the Sydney CBD.*

Mission: *Hawkesbury City Council, in partnership with its tourism stakeholders, will position and develop the Hawkesbury as a highly attractive destination for a number of quality nature and cultural based experiences aimed at generating significant economic benefit for the local community."*

The action plan has five foundation direction themes that should be addressed to progress the 'business of tourism' in our LGA, being:

1. Hawkesbury Tourism Working Group
2. Development of a new Hawkesbury Brand
3. Development of a communication/digital Platform
4. Product Development
5. Visitor Information Centre

The HTS document outlines the key strategies and tasks for the action directions and the priority actions to be undertaken, like establishing the working group.

Strategic planning is about understanding the decisions that need to be made for the future. For tourism development, it's about understanding the issues in the local economy (strengths, weakness, opportunities and threats) and making decisions to help grow the sector through Council's leadership with stakeholders.

### Comment

The work of the first part of the HTS has been a detailed review of the local tourism experience with a view to formulating a strategy that considers the strengths, weakness, opportunities and threats. The focus has been on supporting the tourism sector via visitor services at the VIC and responding to requests at the operational level. The work in the first part of the HTS, with many views gathered, confirms a new approach is required and one where the tourism market and visitors and the Hawkesbury LGA position in the market with likely visitor trends is better understood. While locally it is known that the Hawkesbury LGA is a great place to visit, the strategy needs to focus on visitor attraction and trends and the experiences the tourists are looking for. The impending population growth in Western Sydney is likely to be an ongoing basis for growing a segment of tourism locally.

The findings of the first part of the HTS and the proposed vision may not be new to Councillors who have been involved in tourism over the years. However, the work needed to be completed to provide an account of what has transpired over the years, to inform the direction to be taken to support the business of tourism, and to engage stakeholders.

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The vision serves to reinforce the strengths of the LGA to visitors and provides scope for a range of activities to be undertaken under it. The vision has been explored by the local tourism sector in the past and the message is correct, but it has fallen down in its execution and communication with visitors and perhaps timing was not right. With the impending urban expansion of Western Sydney the ability to recreate in the LGA could be a market advantage, provided Council and the sector work together on visitor attraction, services and infrastructure.

The action plan focuses on five foundation direction themes for managing tourism in our LGA.

The initial working group theme would provide an important communication channel with the local tourism sector, which wishes to reengage with Council and work with Council on shared strategic tasks to develop the sectors contribution to the local economy. It is noted that tourism groups have their place and will continue to work with the sector in their area of activities like marketing, industry information and business networking.

Tourism branding would provide the umbrella message required to better communicate the LGA as a tourism location to the tourism market; and address the better known understanding of the Brooklyn end of the Hawkesbury River by the majority of Sydney-siders. This is important in the competitive tourism market where there are many brands. Council and the tourism sector needs to be involved in the review of the brand for the Hawkesbury location, so that it has ownership and adds value to both parties and can be promoted to visitors.

A communication/digital platform theme is essential to support the VIC and the local tourism sector. The need for a place-based website and online presence is required to help attract visitors to the LGA. The current Hawkesbury Tourism website was inherited from the previous VIC operator and whilst reviewed over time has become somewhat outdated. The tourism industry and travellers have been fast to take up digital technology and mobile devices to make the travel experience more convenient.

Product development would provide the missing link often overlooked in tourism programs, which tend to focus on visitor services and marketing to support the tourism sector. However, more attention is required on the supply side of the equation to attract visitors and to give them a reason for visiting. A number of product ideas are proposed to be explored by the consultant that should appeal to visitors and give the LGA and local tourism operators a point of difference.

With regard to the VIC, it is noted Council wished to explore its operation via the HTS. This has been undertaken with VIC operational data since Council has been in charge. Data prior to this is not available from the previous operators. The comparison with a selection of VICs across the country gives us an idea of how the VIC is tracking on some tourism measures. But, a more detailed assessment across tourism and business measures should be undertaken.

### **Conclusion**

The HTS would be a framework to guide local tourism development in the Hawkesbury LGA. It will give focus to Council's tourism program at a strategic and operational level and would be the engagement mechanism with the local tourism sector which has indicated it would like to progress tourism in a new way with Council. It is considered that the HTS would address directions articulated in the CSP and should be adopted to enable Council Management to progress the HTS in the tourism program.

**Conformance to the Hawkesbury Community Strategic Plan**

The proposal is consistent with the Supporting Business and Local Jobs Directions Statements:

- Plan a range of industries that build on the strengths of the Hawkesbury to stimulate investment and employment in the region.
- Offer an increased choice and number of local jobs and training opportunities to meet the needs of Hawkesbury residents and to reduce their travel times.
- Help create thriving town centres, each with its own character that attracts residents, visitors and businesses.

and is also consistent with the nominated strategy in the CSP being:

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

and is also consistent with a number of goals in the CSP, being:

- Increase level of GDP from tourism
- Have expanded, sustainable and growing industry base
- Stronger broader range of sustainable businesses
- Skills development and training opportunities are available locally

**Financial Implications**

There are no funding implications associated directly with this report at this stage. Some funds have been made available in the Strategic Activities component of the 2014/2015 Operational Plan to commence priority items of the HTS. However, funding for the implementation actions would need to be considered in future budgets.

**RECOMMENDATION:**

That Council:

1. Note the information in the report regarding the development of a Hawkesbury Tourism Strategy.
2. Adopt the Hawkesbury Tourism Strategy as attached to the report.
3. Progress the priority actions of the Hawkesbury Tourism Strategy subject to availability of funding.
4. Consider an annual report on the progress of the Hawkesbury Tourism Strategy at the appropriate time.
5. Establish a Hawkesbury Tourism Working Group to specifically inform and support the progression of the Hawkesbury Tourism Strategy and a further report be submitted to Council regarding the membership and activities of the group.

**ATTACHMENTS:**

- AT - 1** Draft Hawkesbury Tourism Strategy, March 2015 (prepared by The Stafford Group) - *(Distributed under separate cover)*

**oooO END OF REPORT Oooo**

## ORDINARY MEETING

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Item: 53

GM - NSW All Holden Day Car Show - (79351, 114515)

### REPORT:

#### Executive Summary

The 2015 NSW All Holden Day (AHD) Car Show will be held on 2 August 2015 at Hawkesbury Showground, Clarendon. The display is held in conjunction with a two day swap meet held on 1 and 2 August 2015. This year the event celebrates its 30<sup>th</sup> anniversary since commencing in the Hawkesbury in 1985.

The Event Organisers of the AHD approached Council in late March 2015 to provide assistance to the event in terms of in-kind sponsorship, but they are not seeking direct financial support. Council staff have met with representatives of AHD to discuss how Council could assist with the event.

The significance of this event in the Hawkesbury and car community and its potential positive impact on the Hawkesbury's local business and tourism sector is recognised. It is also recognised that Council should capitalise on the out of area attendance at the event to encourage repeat visits to the Hawkesbury.

This report outlines details of the 2015 NSW AHD and action Council can undertake to assist the event.

#### Consultation

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

#### Background

The 2015 NSW AHD Car Show will be held on 2 August 2015 at Hawkesbury Showground, Clarendon. The display is held in conjunction with a two day swap meet held on 1 and 2 August 2015. This year the event celebrates its 30<sup>th</sup> anniversary since commencing in the Hawkesbury in 1985. A letter from NSW AHD requesting support for the 2015 event is included as Attachment 1 to this report.

In 2014, 20,000 spectators passed through the gates of the event with many travelling from outside of the Hawkesbury local government area. Annually the event has over 800 car entries in the display on Sunday. Original and customised cars are displayed from first to current models. Participants travel from interstate and overseas to attend and enter the renowned display. This year there are several clubs travelling from New Zealand to attend the event.

The Event Organisers are passionate about supporting local businesses of the Hawkesbury. Catering for the event is primarily through local vendors. Local accommodation providers also experience high occupancy rates over the weekend due to interstate and international attendance.

AHD prides itself on supporting local communities and charities. A low cost entry fee of \$5 per person is charged, with under 15 years of age free with a paying adult. A proportion of profits collected from the entry and the sale of food and drinks are donated to primarily local charities of the Hawkesbury. Previously these proceeds have been given to the Hawkesbury Rural Fire Service, Hawkesbury SES, Wires, Camp Quality as well as many more. Money is also donated to the Rural Flying Doctor's service to support rural communities in isolated areas – a situation many community members of the Hawkesbury can understand.

The Event Organiser has been approached by several other local government areas interested in hosting the event. Event Organisers are keen to keep the event in the Hawkesbury at its original location due to its positive effect on the Hawkesbury community through their ability to participate and the local economy.



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The Event Organisers of the AHD approached Council in March 2015 to provide assistance to the event in terms of in-kind sponsorship, but they are not seeking direct financial support. Council staff have since met with representatives of AHD to discuss how Council could assist with the event.

The significance of this event in the Hawkesbury and car community and its potential positive impact on the Hawkesbury's local businesses and tourism sector is recognised. It is also recognised that Council should capitalise on the out of area attendance at the event to encourage repeat visits in the Hawkesbury.

As assessment has been made of all the requests by the event organisers and in an effort to support the event, it is proposed to provide the following as in-kind sponsorship:

- Assistance with promotion of the event through Council's promotional channels including -
  - inclusion in Mayoral Column
  - placement on Council website
  - media release
  - promotional material on Hawkesbury Events Facebook page.
- Facilitation of a display at the event to promote the Hawkesbury area and tourism opportunities.
- Printing of banners and the display of these on Council's community banner poles.

In return for the above in-kind sponsorship Council would be provided with the following from the Event Organisers to recognise Council's contribution:

- Participation of a Council representative at the official award presentation for the AHD Car Show.
- Sponsorship of a trophy in the AHD Car Show.
- Inclusion of Council logo and recognition of support on all promotional material, including but not limited to-
  - flyers
  - posters
  - banners
- An allocated site, free of charge, for the display listed above to promote the Hawkesbury area and tourism opportunities.

Council has previously adopted a 'Sponsorship Policy' to manage arrangements whereby Council may receive a sponsorship for an event or activity or consider granting a sponsorship to another party "*in money or in kind, to support an activity or event for the benefit of residents and visitors*".

Council's policy defines the following in respect of a sponsorship the Council may provide:

*"Sponsorship is not an unconditional grant. In providing sponsorship Council expects to receive an outcome for the benefit of the community which is consistent with the aims and objectives of its strategic, operational and community plans."*

It is considered that the above proposal meets the above definition in that the AHD Car Show will benefit the community through participation opportunities and economic benefits to local businesses and the Tourism sector in the Hawkesbury. As indicated in the "Conformance to Community Strategic Plan" section of this report the proposal also meets relevant aims and objectives of the Community Strategic Plan.

It is also considered that the proposal achieves a majority of the relevant "Sponsorship Principles" contained within the applicable section of the Council's policy.

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**Conformance to the Hawkesbury Community Strategic Plan**

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

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

and is also consistent with the nominated strategy in the CSP being:

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

**Financial Implications**

It is estimated that the provision of in-kind support for the 2015 AHD would be valued at approximately \$5,000. This in-kind support would be covered in relevant department's budgets.

**RECOMMENDATION:**

That Council agree to support the 2015 NSW All Holden Day Car Show as outlined in the report.

**ATTACHMENTS:**

**AT - 1** Letter from All Holden Day requesting support for the 2015 event.

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AT - 1 Letter from AHD requesting support for the 2015 event.



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26 March 2015

Ms J Bentham  
Events Co-ordinator  
Hawkesbury Council

Re: All Holden Day 2015

The All Holden Day has been held in the Hawkesbury since 1985 at the Hawkesbury Showground. This event is held on the first Sunday in August and this year marks our 30<sup>th</sup> year Anniversary.

This event brings 800 car entries and in 2014 spectators numbered 20,000. Charities and local community groups benefit from the funds raised at this event each year, and local business benefit from the increased tourism for this weekend. The All Holden Day is the largest Holden car display in Australia and we have interstate and international entries and visitors each year.

The All Holden Day Committee are seeking assistance from Hawkesbury Council for promotion of this event through Council's marketing channels. Council is also invited to be present at the event to promote the Hawkesbury area and the tourism opportunities. Assistance is also requested with the printing and display of banners to advertise the event.

In return Council will receive the following:

- Inclusion of logo on promotional posters
- Inclusion of Council representative at official award presentation
- Sponsorship of a trophy to recognise support
- An allocated site for Council Tourism marquee

Thankyou for the opportunity for consideration of this request.

Noel Eather  
President  
All Holden Day Committee  
[allholdenday@hotmail.com](mailto:allholdenday@hotmail.com)  
M: 0414449275

oooO END OF REPORT Oooo

## ORDINARY MEETING

Meeting Date: 14 April 2015

**Item: 54**                    **GM - NSW Government's "Fit for the Future" Package - Proposed Item for Extraordinary Meeting of Council on 23 June 2015 - (79351, 125776)**

**Previous Item:**        148 (Ordinary, 28 August 2012)  
                              41 (Ordinary, 12 March 2013)  
                              110 (Ordinary, 25 June 2013)  
                              4 (Ordinary, 4 February 2014)  
                              182 (Ordinary, 30 September 2014)

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### REPORT:

#### Executive Summary

At the meeting of Council held on 30 September 2014 a report was submitted providing information regarding the NSW Government's Response to the Final Report of NSW Independent Local Government Review Panel (the Panel) and Local Government Acts Taskforce and its subsequent "Fit For the Future" (FFF) package.

Under the FFF package Council is required to lodge a submission with the Office of Local Government (OLG) by 30 June 2015 demonstrating how it will progress to become financially sustainable into the future.

Action has been underway to prepare Council's submission and two Councillor Briefing Sessions have been held to date on the issue. A further Briefing Session is proposed for May providing further detail of Council's proposed submission.

Council's submission must be lodged by 30 June 2015 and due to the timing of the finalisation of the draft submission it is proposed that an item be included on the agenda of the Extraordinary meeting of Council currently scheduled for Tuesday, 23 June 2015 (to consider the adoption of the 2015/2016 Operational Plan) to enable Council to consider the draft FFF submission.

#### Consultation

The issues raised in this report, namely the holding of an Extraordinary Council meeting, concern matters which do not require community consultation under Council's Community Engagement Policy.

#### Background

At the meeting of Council held on 30 September 2014 a report was submitted providing information regarding the NSW Government's Response to the Final Report of the Panel and Local Government Acts Taskforce and its subsequent FFF package. Council subsequently resolved:

*"That:*

- 1. "The information regarding the NSW Government's Response to the Final Report of NSW Independent Local Government Review Panel and Local Government Acts Taskforce and associated "Fit For the Future" package be received and noted.*
- 2. Further reports be submitted to Council regarding the "Fit For the Future" package and process as required and necessary.*
- 3. Having regard to the recommendations of the Independent Local Government Review Panel and the "scale and capacity" aspects of the "Fit For the Future" package released by the NSW Government, Council not support nor entertain any proposals for the adjustment of the Council's boundaries as reportedly being proposed by The Hills Shire Council or the merger of the Council with any adjoining council area."*

## ORDINARY MEETING

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Under the Government's FFF package all councils are required to undertake a formal self-assessment using a Tool issued by the OLG enabling councils to review their current performance against the FFF criteria. Subsequently, councils are required to prepare a "Roadmap" for becoming FFF and financially sustainable into the future. The submission and "Roadmaps" are required to be submitted by 30 June 2015, and will be reviewed "by a team of independent experts."

The "Roadmap" will also need to consider scale and capacity of Council having regard to the recommendations of the Panel (relating to the possible merging of councils). As Hawkesbury City Council has been indicated as being a "no change" council following from the Panel's Final Report Council's submission is not required to address the issue of possible mergers with adjoining councils nor undertake the extensive community consultation associated with a submission addressing a merger proposal.

Action has been underway to prepare Council's draft submission and two Councillor Briefing Sessions have been held to date on the issue. A further detailed Briefing Session is proposed for May providing further detail of Council's proposed draft submission.

Council's submission must be lodged by 30 June 2015 and it is currently anticipated that the draft submission will not be finalised until early June 2015. As the only regular Council meeting in June is on 30 June 2015 this would not enable Council to lodge its submission by the required time. As such, it is proposed that an item be included on the agenda for the Extraordinary meeting already scheduled for Tuesday, 23 June 2015 (to consider the adoption of the 2015/2016 Operational Plan) to enable Council to consider the draft FFF submission.

### **Conformance to the Hawkesbury Community Strategic Plan**

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

- The Council be financially sustainable to meet the current and future needs of the community based on a diversified income base, affordable and viable services
- Maintain its independent identity and voice through strong local government and community institutions.

and is also consistent with the nominated strategy in the CSP being:

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

### **Financial Implications**

No financial implications are directly applicable to this report at this stage.

### **RECOMMENDATION:**

That an item be included on the agenda for the Extraordinary meeting of Council currently scheduled to be held on Tuesday, 23 June 2015 to allow Council to consider the draft submission prepared in response to the Government's "Fit for the Future" package to enable such submission to be lodged with the Office of Local Government within the required timeframe.

### **ATTACHMENTS:**

There are no supporting documents for this report.

oooO END OF REPORT Oooo

**ORDINARY MEETING**

**Meeting Date:** 14 April 2015

ordinary

section 4

reports  
of committees

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



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

**SECTION 4 - Reports of Committees**

**ROC**                      **Hawkesbury Access and Inclusion Advisory Committee Minutes - 26 February 2015 - (124569, 96328)**

The meeting commenced at 4pm.

**Present:**                      Mr Alan Aldrich, Community Representative  
                                      Ms Debbie Court, Community Representative  
                                      Mr Desmond Crane, Community Representative  
                                      Mr Gary London, Community Representative  
                                      Ms Carolyn Lucas, Community Representative  
                                      Ms Melanie Oxenham, Community Representative  
                                      Ms Alison Baildon, District Health Service Representative  
                                      Councillor Barry Calvert, Hawkesbury City Council  
                                      Councillor Leigh Williams, Hawkesbury City Council

**Apologies:**                      Mr Robert Bosshard, Community Representative  
                                      Mr Ken Ferris, Community Representative  
                                      Ms Mary-Jo McDonnell, Community Representative

**In Attendance:**                      Joseph Litwin - Executive Manager - Community Partnerships  
                                      Meagan Ang - Community Development Co-ordinator  
                                      Jan Readford - Minute Secretary

**REPORT:**

**RESOLVED** on the motion of Mr Desmond Crane and seconded by Ms Debbie Court that the apologies be accepted.

**Attendance Register**

<b>Member</b>	<b>25/9/2014</b> <small>[Postponed from 28/8/2014]</small>	<b>23/10/2014</b>	<b>26/2/2015</b>
Councillor Barry Calvert	✓	A	✓
Councillor Leigh Williams	✓	✓	✓
Mr Alan Aldrich	✓	✓	✓
Ms Alison Baildon	N/A	✓	✓
Mr Robert Bosshard	✓	A	A
Ms Debbie Court	✓	✓	✓
Mr Desmond Crane	✓	✓	✓
Mr Ken Ferris	A	A	A
Ms Carolyn Lucas	✓	✓	✓
Mr Gary London	✓	A	✓
Ms Mary-Jo McDonnell	✓	✓	A
Ms Melanie Oxenham	✓	✓	✓

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

It was noted on Page 5 of the minutes, that the wording regarding engineering specifications, included in the first sentence under the second bullet point, was stated by Mr Johnson, as not Ms Lucas.

Ms Court referred to the last bullet point on Page 5 of the minutes and advised that YMCA is investigating a sensory trail at Camp Yarramundi.

### **CONFIRMATION OF MINUTES**

**RESOLVED** on the motion of Mr Gary London and seconded by Ms Debbie Court that the Minutes of the Hawkesbury Access and Inclusion Advisory Committee held on the 23 October 2014, be confirmed.

## **SECTION 2 - Presentations to the Committee**

### **1. Ability Links**

Ms Ang welcomed Ms Roslyn McNally, Settle Services International (SSI), and Ms Debbie Watkins, Uniting Care, to the meeting to provide details of the Ability Links program and its services. Ms McNally and Ms Watkins are both Linkers with Ability Links, NSW.

Ms McNally advised the service is available to all people with a disability, aged 9-64 years, who are not accessing specialist disability services. Linkers are based locally so they can easily work with the individual, their carers and family. The Linker assists the individual with establishing goals and planning for the future, building support networks and helping with ways for them to participate in activities within the community. For many, this may include education programs that ultimately result in employment.

Ability Links NSW filmed, for a full day, the activities of a person with a disability out in the community, along with an able-bodied person (a Linker) who was rendered wheelchair bound with their legs incapacitated in stints to emulate the circumstances that a person with a disability would find themselves on a daily basis. The result proved extremely beneficial and provided a deeper understanding of the many impacts experienced by a person in a wheelchair. The Committee was fortunate to view this film.

Councillor Williams thanked Ms McNally and Ms Watkins for the presentation and information provided to the Committee.

Comments regarding Ability Links and the film viewed are included under Item 1 - Ability Links, in these minutes.

## **SECTION 3 - Reports for Determination**

### **Item 1: HAIAC - Ability Links - (124569, 96328)**

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#### **DISCUSSION:**

- Mr Aldrich referred to the age group serviced under the program and enquired why it stops at age 64 years. Ms Watkins advised that individuals 65 years and over are catered for by Aged Care Services.
- Ms Oxenham enquired if Ability Links NSW has identified any gaps or barriers to the service. Ms Watkins advised that the program was implemented in the Hawkesbury only 3.5 months ago, and that so far people are responsive. However, getting around in the Hawkesbury is an issue, so one of the major barriers is working out transportation.

**ORDINARY MEETING**  
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- Ms Watkins referred to an existing case where the Linker was able to assist with education that resulted in employment for the individual, and advised that whilst Ability Links NSW is not a job search provider, the Linker can facilitate assistance with this achievement.
- Ms Lucas enquired if the program assists people with a mental health issue. Ms Watkins agreed that mental health is classed as a disability, and can also be assisted under the program.
- Ms Watkins advised that some local schools have already come on board.
- Ms Lucas enquired if there were established target numbers for the program. Ms Watkins advised that whilst targets have been thought about, the program is not about how much time is spent on a person. However, if someone actually requires the services of a case manager, the Linker will refer them.
- Mr Aldrich referred to the film viewed by the Committee and advised that there were two things he noticed that were an issue in relation to the toilets visited by the person with the disability being that the toilet door opened inwards and was too heavy for a person in a wheelchair to manage. It is not always the case that someone is available to assist.
- Ms McNally and Ms Watkins, following the presentation to the Committee, requested they be able to attend future meetings of the Committee as they believed they could provide contribution. Mr Litwin thanked Ms McNally and Ms Watkins for their suggestion, however referred to the membership structure outlined in the Committee's Constitution and advised that he would explore if there were options for additional membership to be achieved, and will respond to their request.

**RECOMMENDATION TO COMMITTEE:**

The information be received.

**MOTION:**

RESOLVED on the motion of Mr Alan Aldrich, seconded by Mr Gary London.

*Refer to COMMITTEE RECOMMENDATION*

**COMMITTEE RECOMMENDATION:**

That the information be received.

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

**Item 2: HAIAC - Update on Priority Listing, Access and Inclusion Plan - (124569, 96328)**

**Previous Item:** 5, 7 April 2011  
7, 16 June 2011  
11, 6 October 2011  
17, 24 November 2011  
23, 23 August 2012  
5, 28 November 2013  
1, 26 June 2014  
3, 23 October 2014

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**DISCUSSION:**

- Ms Ang advised that only three responses providing a priority listing for the action items listed in the Access and Inclusion Plan were received from the Committee. There were inconsistencies in the method used to determine the priorities, however, a list of recommended actions, numbered 1 to 10, has been established, and will be reported on at future meetings.
- Ms Ang referred to Item 8 and advised that the work required under this item is actually part of Ms Ang's role, and therefore is not a working party function.
- Councillor Calvert enquired about what action would be taken if any work resulted from Item 4. Mr Litwin advised that Council's staff will be requested to do it as part of the job.
- Ms Court referred to Item 1 regarding the accessibility of the toilets in Windsor and Richmond, and enquired if a recommendation can be forwarded to Council. Ms Oxenham suggested that Item 1 is a Council action and not a Committee action. Mr Litwin advised, however, that investigation of the MLAK system may be a Working Party action.
- Councillor Williams advised that as the Committee only meets every two months, a working party is required to conduct any research required on issues to enable progress.
- Councillor Calvert enquired if the Working Party were to recommend an action, would this be reported to Council. Mr Litwin indicated that if there is already money available in the 2014/2015 Budget, the work will automatically be done. Otherwise a recommendation will be submitted to Council to consider as part of a future budget.
- Committee members Mr Aldrich, Mr London and Ms Lucas all agreed to be members of the Working Party. Mr Litwin recommended that the working party meet monthly with Ms Ang. Councillor Williams requested that he be included as a recipient of emails to the Working Party, to give him the opportunity to attend, if available.
- In response to Ms Baidon, Ms Ang advised that the audit of the shopping centres is not a focus for the Working Party, and will be managed separately.
- Councillor Williams advised he had been informed there were no accessible toilets available after-hours. Mr Aldrich advised the toilets in Richmond Park are not locked. Mr Crane however has found they are locked at times and that his master key does not allow access. Mr Crane advised that the toilets in the RTA allow wheelchair access.
- Mr Crane advised that the toilets at Pugh's Lagoon are unsatisfactory and has to take clients to another location to use the facilities. Mr Litwin advised that Pugh's Lagoon is being reviewed and will ask someone involved in the works to speak to the Committee.
- Mr Aldrich indicated that one of the problems for the Committee is that we do not have input for vision and hearing impaired persons.

**ORDINARY MEETING**  
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- Mr Aldrich referred to the pending accessibility of the outdoor pool at the Oasis Aquatic Centre. Ms Court advised there is no update available at this time. Mr Litwin advised that Council is still waiting for the adoption of the Section 94 Works Program. There is also provision included for the change to the change rooms. Ms Ang noted that this was included in the Scope of Works.

**RECOMMENDATION TO COMMITTEE:**

That:

1. The information be received.
2. The Committee endorse the priority for the Hawkesbury Access and Inclusion Plan action listing proposed in this report.
3. The Committee determine the establishment of a working party/s to assist in implementing the Hawkesbury Access and Inclusion Plan actions.

**MOTION:**

RESOLVED on the motion of Mr Desmond Crane, seconded by Mr Alan Aldrich.

*Refer to COMMITTEE RECOMMENDATION*

**COMMITTEE RECOMMENDATION:**

That:

1. The information be received.
2. The Committee endorse the priority for the Hawkesbury Access and Inclusion Plan action listing proposed in this report.
3. The Committee appointed Mr Alan Aldrich, Mr Gary London and Ms Carolyn Lucas as members of a working party to assist in implementing the Hawkesbury Access and Inclusion Plan actions. The working party will meet monthly with Council's Community Development Coordinator, and will keep the Committee briefed on progress.
4. Ms Ang to invite the relevant the Council officer to meet with the Committee to discuss proposed works to be conducted at Pugh's Lagoon.

**Item 3: HAIAC - Access and Inclusion Committee Audits - (124569, 96328)**

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**DISCUSSION:**

- Ms Ang tabled photographs of a number of footpaths in Windsor and Richmond and advised that funds are available in the 2014/2015 Budget for these footpath repairs.
- Mr Litwin advised that Council received a grant from the RMS to update footpaths. The Committee previously established a list of works required. Council will refer to the list and arrange for the work to be undertaken.

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

- Mr Aldrich indicated a preference for funds to be allocated to repair the crossing at East Market Street and March Street. Problems with the gutter are a high risk. However, it was noted that the intersection comes under the RTA and not Council.
- Mr Court referred to the gutter in March Street and the appearance of stone blocks, and enquired if this might indicate a heritage listing. Mr Litwin suggested that if it were heritage listed, this would then be a potential issue for its repair.
- Mr Aldrich referred to photographs seen in the Library and advised that whilst this is a heritage area, it is not necessarily a heritage issue.
- Ms Lucas enquired if it is being proposed to conduct another audit. Ms Oxenham enquired if there was an established program for future audits. Ms Ang advised there is a program for the audits and that the audits will be resumed with Pugh's Lagoon and Kurrajong.
- Mr Aldrich suggested that the Committee ask Craig Johnson to meet the Committee at Pugh's Lagoon.

**RECOMMENDATION TO COMMITTEE:**

That matters raised by the Committee in relation to Access and Inclusion Committee audits, be noted.

**MOTION:**

RESOLVED on the motion of Mr Melanie Oxenham, seconded by Ms Debbie Court.

*Refer to COMMITTEE RECOMMENDATION*

**COMMITTEE RECOMMENDATION:**

That the matters raised by the Committee in relation to the Access and Inclusion Committee audits, be noted.

**Item 4: HAIAC - Progress on Access and Inclusion Plan - (124569, 96328)**

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There were no further matters raised.

**RECOMMENDATION TO COMMITTEE:**

That matters raised by the Committee relating to the progress of the Access and Inclusion Plan, be noted.

**MOTION:**

RESOLVED on the motion of Mr Alan Aldrich, seconded by Mr Desmond Crane.

*Refer to COMMITTEE RECOMMENDATION*

**COMMITTEE RECOMMENDATION:**

That the matters raised by the Committee relating to the progress of the Access and Inclusion Plan, be noted.

**Item 5: HAIAC - Meeting Dates for 2015 - (124569, 96328)**

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**RECOMMENDATION TO COMMITTEE**

That the Access and Inclusion Committee meeting dates for 2015, as outlined in the report, be approved.

**MOTION:**

RESOLVED on the motion of Mr Gary London, seconded by Councillor Barry Calvert.

*Refer to COMMITTEE RECOMMENDATION*

**COMMITTEE RECOMMENDATION:**

That the Access and Inclusion Committee meeting dates for 2015, as outlined in the report, be approved.

**SECTION 4 - General Business**

**1. Creating Liveable Communities Grant Application**

Ms Ang advised that it has been announced by the Minister for Disability Services, John Ajaka, and Minister for Local Government, Paul Toole, that Council has been successful in its Creating Liveable Communities grant application under Local Government NSW.

The project will enable the installation of accessible outdoor fitness units adjacent to the existing fitness units in Ham Common. YMCA NSW will facilitate the use of the equipment with the support of health professionals. The work is expected to commence in July 2015.

**2. Bush Walking Trail**

Ms Ang advised that following a previous resolution by the Committee to establish an accessible bush walking trail, various options are being considered.

Mr Aldrich agreed the bush walking trail is needed and should be established somewhere where people will use it, suggesting that a trail be located along the riverbank from Howe Park through to Percival Street, Windsor. Mr Litwin advised that some of the land in the area was privately owned preventing complete access. Councillor Williams suggested access to the walk could be provided via Greenway Crescent and Cornwallis Road. Ms Ang noted that people already use the area, walking from Howe Park and down behind St Matthew's church. Councillor Williams suggested that Council consider the proposal.

The meeting terminated at 5:35pm.

Submitted to and confirmed at the meeting of the Hawkesbury Access and Inclusion Advisory Committee held on Thursday, 16 April 2015.

**oooO END OF REPORT Oooo**

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

**ROC                                      Waste Management Advisory Committee - 11 March 2015 - (95249)**

The meeting commenced at 4:05pm in Council Chambers.

**Present:**                                      Councillor Kim Ford, Chairperson  
Councillor Jill Reardon, Deputy Chairperson  
Councillor Bob Porter, Hawkesbury City Council  
Professor Basant Maheshwari, University of Western Sydney  
Ms Robin Woods, Community Member

**Apologies:**                                      Councillor Leigh Williams, Hawkesbury City Council  
Mr Geoff Bessell, Community Member  
Mr Jeff Organ, Hawkesbury City Council  
Mr Oliver Bradshaw, Hawkesbury City Council  
Mrs Shari Hussein, Hawkesbury City Council

**In Attendance:**                                      Mr Matthew Owens, Hawkesbury City Council  
Mr Ramiz Younan, Hawkesbury City Council  
Ms Suzanne Stuart, Hawkesbury City Council  
Ms Sophie Barrett, Hawkesbury City Council  
Ms Robyn Kozjak - Minute Taker, Hawkesbury City Council

**REPORT:**

**RESOLVED** on the motion of Councillor Porter and seconded by Councillor Reardon that the apologies be accepted.

**CONFIRMATION OF MINUTES**

**RESOLVED** on the motion of Councillor Porter and seconded by Councillor Reardon that the Minutes of the Waste Management Advisory Committee held on the 8 October 2014, be confirmed.

**Attendance Register of Waste Management Advisory Committee**

Member	08/10/14	11/03/15			
Councillor Kim Ford	✓	✓			
Councillor Bob Porter	✓	✓			
Councillor Jill Reardon	✓	✓			
Councillor Leigh Williams	✓	A			
Mr Geoffrey Bessell	✓	A			
Ms Robin Woods	A	✓			
Prof. Basant Maheshwari	A	✓			

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



**SECTION 4 - Reports for Information**

**Item: 1**                      **WMAC - Householders Asbestos Disposal Scheme Update - (95249)**

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**RECOMMENDATION TO COMMITTEE:**

That the information be received.

**MOTION:**

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

*Refer to COMMITTEE RECOMMENDATION*

**COMMITTEE RECOMMENDATION:**

That the information be received.

**Item: 2**                      **WMAC - Progress Report - Waste Education Officer - Extra Christmas Recycling Collections - (95249)**

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**DISCUSSION:**

- During the meeting discussion arose and concern was raised regarding the costs incurred for the extra recycling collections, particularly as the comparison in tonnage figures for January 2014 and January 2015 showed a difference of only one tonne. However, post-meeting, Ms Barrett advised after a re-calculation of the exact period where extra collections occurred (as opposed to simply the month of January as stated at the meeting), it was found there was an increase of 90 tonnes of recycling during the four week period, compared to the corresponding dates in the previous year.

**RECOMMENDATION TO COMMITTEE:**

That the information be received.

**MOTION:**

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

*Refer to COMMITTEE RECOMMENDATION*

**COMMITTEE RECOMMENDATION:**

That the information be received.

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

**Item: 3**                      **WMAC - Progress Report - Waste Education Officer - National Recycling Week 2014 and Schools Waste 2 Art Competition - (95249)**

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**DISCUSSION:**

- Ms Woods asked if Ms Barrett's position (as Waste Education Officer) included managing the recycling of waste for businesses, and made reference to issues with the North Richmond Shopping Centre where skip bins were constantly overflowing with rubbish and occasionally set on fire.

Ms Barrett responded her role was limited to educating business owners regarding waste matters.

Mr Owens added Council's compliance staff do follow up the waste complaints referred to by Ms Woods (at North Richmond).

**RECOMMENDATION TO COMMITTEE:**

That the information be received.

**MOTION:**

RESOLVED on the motion of Councillor Reardon, seconded by Ms Woods.

*Refer to COMMITTEE RECOMMENDATION*

**COMMITTEE RECOMMENDATION:**

That the information be received.

**Item: 4**                      **WMAC - Progress Report - Clean Up Australia Day 2015 - (95249)**

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**DISCUSSION:**

- The Chair asked if staff were aware of any proposals to salvage larger items of waste such as cars dumped in the river.

It was suggested Rotary and 4 wheel Drive Clubs be approached in future to assist and Mr Owens advised the cost may not be viable as specialist divers would be required to undertake the task of securing and preparing the submerged vehicles prior to hauling out of the water.

**RECOMMENDATION TO COMMITTEE:**

That the information be received.

**MOTION:**

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

*Refer to COMMITTEE RECOMMENDATION*

**COMMITTEE RECOMMENDATION:**

That the information be received.

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

**Item: 5**                      **WMAC - Grant - Household Chemical Cleanout Drop-Off Centre for HCWMF - (95249)**

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**DISCUSSION:**

- Ms Woods enquired if Council had prepared a waste management master plan and if so asked if she could be provided with a copy of same.

Mr Younan responded Council had recently resolved to prepare a new Waste Strategy in line with the Western Sydney Regional Waste Avoidance and Resource Recovery Strategy 2014 - 2017, a Strategy prepared in collaboration with WSROC member Councils and funded through the EPA. Mr Younan reported the preparation of that Strategy sought to provide a regional approach in dealing with waste management. Mr Younan added the new Waste Strategy would incorporate this Council's specific needs in relation to waste management.

**RECOMMENDATION TO COMMITTEE:**

That the information be received.

**MOTION:**

RESOLVED on the motion of Councillor Reardon, seconded by Mr Maheshwari.

*Refer to COMMITTEE RECOMMENDATION*

**COMMITTEE RECOMMENDATION:**

That the information be received.

**SECTION 5 - General Business**

Ms Woods addressed the Committee advising she (on behalf of and in conjunction with Hawkesbury Environmental Network), sought to put the following Motion to the Committee in relation to Council's landfill operations.

*That the Committee resolve to ask Council to review relevant proposals and actions to carry out the following improvements to its landfill operations.*

- a) *A commercialisation of suitable assets such as methane capture and use*
- b) *Commercialise industrial sorting*
- c) *Introduce food and garden tunnel composting as per guidelines to increase commercial value of compost*
- d) *Urgently undertake grant applications for the above through OEH.*

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

**MOTION:**

RESOLVED on the motion of Ms Woods, seconded by Councillor Porter.

***Refer to COMMITTEE RECOMMENDATION***

**COMMITTEE RECOMMENDATION:**

That the:

1. Information be received.
2. Committee resolve to ask Council to continue to review its processes and actions to carry out improvements to its landfill operations.

Mr Younan referred to the proposals and actions listed in the Motion, and advised Council was currently undertaking many of those actions, for example, in relation to:

- *Methane capture and use* - It was advised a flaring system (which captures methane) was utilised at the WMF, reducing CO2 by approximately 25 times. Mr Younan added co-generation was not a viable energy management solution for the facility as the volumes were not conducive to that system.
- *Industrial sorting* - It was advised items such as metals (which provided HCC with a source of income), bricks, timber, concrete and plastics were currently removed at the landfill. Mr Younan reported manual separation of those items once they had gone through the garbage collection process was not feasible due to WHS issues and mechanical sorting processes were an expensive option.
- *Food and garden composting* - It was reported Council currently provided a third bin option to its residents as technologically advanced composting systems such as the FOGO system would require a significant upgrade to the WMF and would be costly to install. It was advised composting technology was something which could be further investigated in the future once the proposed land acquisition matter with the University, had been settled.
- *Grant applications* - It was reported various grants were actively pursued by Council's Waste Management Co-ordinator and Waste Education Officer.

The meeting closed at 5:12pm.

**oooO END OF REPORT Oooo**

**ORDINARY MEETING**  
Questions for Next Meeting

**QUESTIONS FOR NEXT MEETING**

**Councillor Questions from Previous Meeting and Responses - (79351)**

**REPORT:**

**Questions - 31 March 2015**

#	Councillor	Question	Response
1	Paine	Requested that Council acknowledge the work of Council employee Greg Bretherton, for his work on installing the basketball backboards at the Hawkesbury Indoor Stadium and pass on thanks for work well done.	The Director Infrastructure Services advised that Council's thanks and acknowledgement had been conveyed to Mr Bretherton.
2	Paine	Requested that Council write to the new Member for Hawkesbury, Dominic Perrottet MP, congratulating him on his success in the recent NSW State Election and invite him to a meal with Council and to attend a Council meeting.	The General Manager advised that appropriate correspondence has been forwarded to Mr Perrottet MP by the Mayor.
3	Lyons-Buckett	Requested an update on the progress of a report from Sydney Water on the capacity of water delivery and timeline for sewerage to be delivered in Kurrajong.	The Director City Planning advised that discussions with Sydney Water have been held in relation to planned upgrades of facilities. Sydney Water require definite strategies from Council, such as defined investigation area for Kurmond/Kurrajong (Council meeting of 31 March 2015) to assist with further discussions. A response is being pursued from Sydney Water and will be reported to Council when received.

**ORDINARY MEETING**

**Questions for Next Meeting**

<b>#</b>	<b>Councillor</b>	<b>Question</b>	<b>Response</b>
4	Creed	Requested details on the number of legal brothels in the Hawkesbury.	The Director City Planning advised that Council's records do not contain any approvals for the defined use as "Brothel". This is due to the definition not being included in the Hawkesbury LEP until 2012. There are a number of approvals that could potentially allow a premise to be used as a brothel (such as "commercial premises" or Massage Centre). These would need to be investigated on a case by case basis and that investigation has not been undertaken. Council has planning controls and registration/inspection fees that would apply to any new development applications for such uses.
5	Conolly	Enquired if the Local Traffic Committee could consider if installing traffic calming devices on Canoona Avenue, Windsor Downs would be appropriate to resolve traffic issues in that area.	The Director Infrastructure Services advised that investigations were currently being undertaken and the matter would be referred to the Local Traffic Committee.

**oooO END OF REPORT Oooo**

**ORDINARY MEETING**  
**CONFIDENTIAL REPORTS**

**CONFIDENTIAL REPORTS**

**Item: 55**                      **IS - Tender No. 00956 - Construction of Concrete Bridge on Stannix Park Road, Wilberforce - (95495, 79344)**

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**Reason for Confidentiality**

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

*Specifically, the matter is to be dealt with pursuant to Section 10A(2)(d) of the Act as it relates to details concerning tenders for the supply of goods and/or services to Council and the information is regarded as being commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, confer a commercial advantage on a competitor of the Council, or reveal a trade secret and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.*

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



ordinary  
meeting

end of  
business  
paper

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