Hawkesbury City Council

ordinary meeting business paper

date of meeting: 11 August 1998

location: Council Chambers

time: 7.30pm

ITEM **SUBJECT** **PAGE**

AGENDA

Infrastructure

Organisation and Resources

- **SECTION 4 - Reports for Determination**

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AGENDA

- **APOLOGIES.**
- **CONFIRMATION OF MINUTES.**
- **SECTION 1 - ENVIRONMENT.**
- **SECTION 2 - INFRASTRUCTURE.**
- **SECTION 3 - ORGANISATION AND RESOURCES.**
- **NEXT MEETING.**

Report of the Meeting of the General Purpose Committee held at the Council Chambers, Windsor, on 28 July 1998, commencing at 9.30am.

PRESENT: Councillor R G Calvert, Mayor and Councillor L Allan, H J M Books, M E Lawson, C A Paine, R D Searle, L C Sheather, and R P Stubbs.

Apologies for absence were received from Councillors A W Baczynskyj, W J Mackay, P J Minturn and R Sahasrabuddhe.

RESOLVED on the motion of Councillor Allan and seconded by Councillor Stubbs that the apologies be accepted.

RESOLVED on the motion of Councillor Books and seconded by Councillor Sheather that the Minutes of the General Purpose Committee Meeting held on the 30 June, 1998, be confirmed.

The following recommendations were passed as resolutions of the Committee:

SECTION 1 - ENVIRONMENT

1: Residential Flat Building Class B Development - Lot 107 and 108 DP877011, 161-163 Francis Street, Richmond (DA99/98/EVD/ENG28NAX.V07)

Councillors Lawson declared an interest on the basis that her father is Mr Hall's (applicant) business partner.

Councillor Sheather declared an interest on the basis that he has undertaken work for Mr Hall (applicant).

Mr N Hall, applicant, addressed the Committee.

Mr C Cassels, objector, addressed the Committee.

COMMITTEE’S RECOMMENDATION

There being no quorum present there is no Committee recommendation.

2: Residential Flat Building Class A - Attached Dual Occupancy - 3 Deane Place, Bligh Park (DA173/98/EVD/ENG28NAX.V09)

Mr Rod Frazer, objector, addressed the Committee.

COMMITTEE’S RECOMMENDATION

That the application not be approved for the following reasons:

1. The likely increase in traffic flow from the proposed development resulting in potential safety problems.

2. Lack of off-street parking, thereby causing parking congestion within the cul-de-sac and restricting access for service vehicles.

3. The nature of the proposed development causing general loss of amenity, therefore not being in the public interest.

3: DAMIT Signs (GC180/006Pt05/EVD/ENG28NBX.V02)

COMMITTEE’S RECOMMENDATION

That the current DAMIT signs be removed and there be a report to the Ordinary Meeting recommending appropriate signage, to advise the community about flooding with the SES consulted.

4: Proposal for Regional State of Environment Reporting
(GT225/003PT11/EVD/ENG28NBX.V01)

COMMITTEE’S RECOMMENDATION

That:

1. Council advise WSROC that it is willing to use its delegated authority under of the Local Government Act to allow WSROC to prepare a comprehensive Regional State of Environment Report for the Year 2000 on the understanding that Council will prepare annual update reports in the intervening years.

2. Council allocate the appropriate amount of money in the forthcoming budgets to cover the cost of preparation of this report.

5: **Rehabilitation of Quarry Site - Portion 4 Parish of Lockyer, Main Road 181 Mogo Creek** (68A/140/72, 68A/140/79/EVD/ENG28NBX.V03)

COMMITTEE'S RECOMMENDATION

That:

1. Correspondence be forwarded to Hymix Quarries congratulating them for their efforts in achieving successful rehabilitation of the site; and

2. Hymix Quarries be advised that any re-establishment of the hard rock quarry in accordance with existing consents would be subjected to the requirements of SEPP 37 and the provisions of the Environmental Planning and Assessment Act, 1979.

6: **Unauthorised use of land to deposit waste - Lot 53 DP79989, 190 Cornwallis Road, Windsor** (P365/180 PT02/EVD/ENG28NBX.V05)

COMMITTEE'S RECOMMENDATION

That the information be received.

ADDITIONAL INFORMATION

When considering the report on the above matter at the General Purpose Committee, Council requested information on the removal of the waste material. The material was removed within a week of the original inspection on 19 June, 1997. No further action is required in this regard.

Recommendation

That the information be received.

7: **Review of Consent - Storage of Earth Moving Equipment Lot 111 DP860774, No. 1182 Kurmond Road, North Richmond** (DA0122/96/EVD/ENG28NBX.V06)

Mr Mark Windberg, owner, addressed the Committee.

Mr Ted Ness, objector, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That:

1. The information be received; and

2. Sound monitoring be conducted over a 30 (thirty day) period at random intervals and the results reported to Council in conjunction with a recommendation regarding the development consent.

8: Hawkesbury Sustainable Agriculture Development Strategy (GT150/015 PT07/EVD/ENG28NBX.V08)

COMMITTEE'S RECOMMENDATION

That:

1. The draft Hawkesbury Sustainable Agricultural Development Strategy document be received.

2. A draft local environmental plan be prepared to amend Hawkesbury Local Environmental Plan 1989 to incorporate future character statements into the rural and environmental protection zones and to address the issue of rural subdivision by alternative options.

3. A further report be prepared on the implications of the recommendations of HSADS in terms of Council's Management Plan.

4. The Committee consisting of Councillors, government agencies and residents be thanked for their input in developing HSADS over the past 18 months and that the Committee continue to advise Council on the implementation of the Strategy and plans produced from the Strategy.

SECTION 2 - INFRASTRUCTURE

1: MacDonald Valley Association - St Albans Road (1929/R Pt 3/ENG/ING28NBX.E01)

Dr Kate Short, on behalf of the MacDonald Valley Association, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That the information be received.

2: Proposed Reclassification of Community Land at Lot 15 DP39350, No. 14 Manns Road, Ebenezer (P1304.70/ENG/ING28NBX.E02)

COMMITTEE'S RECOMMENDATION

That a draft local environmental plan be prepared in respect of Lot 15 DP39350 14 Manns Road, Ebenezer to reclassify from community to operational land. Further, that once reclassified the site be offered for sale and that the drainage works on the site be funded initially from the Drainage Reserve which would then be reimbursed from the sale of the land.

3: Wilberforce School of Arts (P2355/380 Pt2, GC318/002 Pt1, GH001/009 Pt3/ENG/ING28NBX.E03)

Mr Aub Voller and Mr Nigel Ryan, residents, Miss Dianne Campbell, Secretary of Wilberforce School of Arts Management Committee, Mr Leigh Williams and Mr Angus McDonald, residents addressed the Committee.

COMMITTEE'S RECOMMENDATION

That:

1. A discussion document be distributed to the residents of the area in relation to the three options outlined to provide a community hall for Wilberforce, that is rehabilitation of the existing School of Arts, utilisation of the Wilberforce School hall and the construction of a new hall at the intersection of King Road and William Streets. Following a survey/meetings be held and be further reported.

2. The Woodland Park area be considered in investigations and discussed with the residents.

3. The survey be formulated in conjunction with the Management Committee.

4: Community Hall - South Windsor (P819/695 Pt8, GC318/006 Pt1/ENG/ING28NBX.E04)

COMMITTEE'S RECOMMENDATION

That Council undertake community consultation and the matter be further reported to Council.

SECTION 3 - ORGANISATION AND RESOURCES

1: Monthly Financial Report - June 1998 (FO11/005 PT04/FNC/OGG28NAX.F03)

COMMITTEE'S RECOMMENDATION

That the information be received.

2: Financial Donation to the Upper Hawkesbury Power Boat Club (GF008/001 PT17/CSV/OGG28NBX.C02)

COMMITTEE'S RECOMMENDATION

That Council donate the sum of $500.00 (five hundred dollars) to the Upper Hawkesbury Power Boat Club for the hosting of the Australian Power Boat Association's State Titles being held in Windsor on 26 July 1998.

QUESTIONS WITHOUT NOTICE:

1. Councillor Allan congratulated all those who were involved in the erection of the fence in Richmond and advised that it has been well received by both the residents and the retailers.

2. Councillor Books advised that there was a weed problem at Susella Crescent and Elizabeth Street, North Richmond which Hawkesbury River County Council have been looking at and that there are some deep holes in the creek with logs in them which need cleaning out. He also advised that there were signs there with Hawkesbury Shire Council on them which need upgrading.

3. Councillor Paine advised that there is a valuable mosaic in the library which is being damaged by chairs being placed against it and requested that measures be taken to protect it.

   The Mayor advised that this would be done.

4. Councillor Searle advised that he has been approached regarding the repair of pot holes on Council owned roads and enquired who was responsible for it, contractors or Council staff? He also asked for an indication of how they were repaired as the pot holes were recurring after rain.

The Director of Asset Services and Recreation advised that Council were responsible and that both day labour and contractors were used to do the work. He further advised that appropriate methodology was used for the repair of the pot holes.

5. Councillor Searle tabled a letter from Mr Coulton dealing with the situation at Redbank Avenue and Bells Line of Road and requested that this item be included on the agenda for the next Local Traffic Committee meeting.

6. Councillor Stubbs requested an indication of the time frame for flood mitigation works to be undertaken at Mackenzies Creek.

   The Mayor advised that this would be provided.

7. Councillor Paine tabled a letter advising of the Internet site address for the Wetlands Project that Council helped Hobartville School set up.

The meeting terminated at 12.30pm.

Submitted to and confirmed at the meeting of the General Purpose Committee held on 25 August, 1998.

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Mayor

ordinary

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section

reports

for determination

ITEM: 1 **Legal Costs - Request for Assistance**

FILE NUMBER: GL001/005 Pt02/GMA/ORH11NAX.G03

REPORT:

The Local Government Association has written on behalf of Gosford City Council seeking assistance with legal costs incurred in recent litigation.

The Council has, since the 1995 Local Government elections, faced a series of challenges by a resident of its area Mr Bob Hudson. Mr Hudson alleges various irregularities, firstly in relation to the election of five Councillors at that election and secondly, in relation to alleged irregularities in the 1996 Mayoral election. In relation to the 1995 elections his allegations were essentially on the grounds that the five Councillors nominations were not lodged in time. This challenge was commenced in the local court at Gosford and was dismissed, with costs awarded against Mr Hudson. He appealed to the Supreme Court with this also being dismissed with costs against him. The 1996 challenge was commenced in the local court at Gosford, where Mr Hudson succeeded.

That decision was overturned by the Supreme Court and again, Mr Hudson was ordered to pay costs. None of the costs have been paid so far and bankruptcy proceedings are pending.

The Council seeks assistance in relation to the legal costs so far incurred by the several Councillors, on the basis that the outcome of the two actions is of significance to Local Government generally because it should eventually lead to changes in the Act to ensure that such baseless challenges cannot arise in the future.

The Association advises that the application does not fall within the Association’s guidelines for legal assistance however, have resolved to approve the application and recommend payment based on the importance of the issue.

The total costs incurred to date amount to $87,119 and in accordance with the Association’s formula the Council’s proportion is $1,110.

RECOMMENDATION:

That Council support Gosford City Council and provide its proportion in the amount of $1,110 (one thousand one hundred and ten dollars) for legal assistance.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 1 Oooo

ITEM: 2 **1998/2000 Insurance Tender**

FILE NUMBER: GI001/004/CSV/ORH11NBX.C01

REPORT:

The appointment of Council's Insurance Broker, Jardine Australian Insurance Broker Pty Ltd will expire on 20 August 1998, and at the same time Council's General Insurance Policies (with the exception of Public Liability, Professional Indemnity and Motor Vehicle) fall due for renewal.

In this respect, tenders for Council's General Insurances and Brokering services for a two year period were advertised for registered brokers who are members of the National Insurance Brokers Association. This has ensured that Council receives the most competitive insurance premium and service in the placement and supervision of Council's insurance needs.

In response to the tender process, three tenders were received from registered insurance brokers as listed below, who meet the tender specifications:

1. Jardine Australian Insurance Brokers Pty Ltd.
2. Aon Risk Services.
3. Heath Fielding Australia Pty Ltd.

Detailed below is an assessment of terms and conditions submitted:

Policy	Premium 1997/98	Jardine Australia	1998/99 Aon	Heath Fielding
Machine Breakdown	$3,925.00	Included in Industrial Special Risks	Not quoted	Included in Industrial Special Risks
Computer Equipment	$2,815.19	Included in Industrial Special Risks	Not quoted	Included in Industrial Special Risks
Fidelity Guarantee		$1,230.26	Not quoted	Included in Industrial Special Risks
Industrial Special Risks	$65,284.00	$41,958.97	$55,416.59	$53,330.66
Marine Hull (small plant)	$900.00	$650.70	Not quoted	$3,315.00
Marine Hull Ferry	$2,500.00	$1,980.00	Not quoted	

Policy	Premium 1997/98	Jardine Australia	1998/99 Aon	Heath Fielding
Workers' Compensation Excess of Loss	$11,750.00	$11,688.75	Not quoted	$22,500.00
Personal Accident	$1,890.00	$1,890.00	Not quoted	$111.98
Remuneration			$7,000.00	$6,000.00
TOTAL	$89,064.19	$59,398.68	$62,416.59	$85,257.64

Jardine Australain Insurance Brokers Pty Ltd has submitted the most competitive terms and conditions which will result in a $29,665.51 saving in respect of 1997/98 premium. It might also be noted that they are Council's current insurance broker.

Council will be aware that its Public Liability and Professional Indemnity is arranged through Westpool and Motor Vehicle Insurance is bulk purchased by the Westpool Member Councils.

RECOMMENDATION:

That Jardine Australian Insurance Brokers Pty Ltd be appointed as Council's Insurance Broker for a 2 (two) year period and that the specific categories of insurance, as detailed in this report amounting to $59,398.19 (fifty nine thousand three hundred and ninety eight dollars and nineteen cents), be renewed for the period 20 August 1998 to 20 August, 1999, with similar terms and conditions for 1999/2000 period.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 2 Oooo

ITEM: 3 **Documents for Execution Under Council's Seal**

FILE NUMBER: GC283/023 PT02, GC283/039 PT02, P824/234/CSV/ORH11NBX.C02

REPORT:

Retail Lease GC283/023 PT02	The three year option period under the current lease for Shop 9, Wilberforce Shopping Centre has been exercised by Mrs Luan Clenton-Tekstra. The rent for the first year of the term will be $12,186.00 (twelve thousand, one hundred and eighty six dollars) per annum ($1,015.50 per calendar month) to be reviewed annually by CPI plus outgoings.
Lease GC283/039 PT02	The lease to O'Brien Starkey Business Development for Reverend Turner Cottage expired on 31 July, 1998. The tenants have exercised the three year option available under the current lease. The rent will be $15,612.00 (fifteen thousand, six hundred and twelve dollars) per annum ($1,301 per month) for the first year of the term to be reviewed annually by CPI.
Residential Lease GC283/033 PT03	New lease to Steven Broome for Flat 1 Toxana House, Richmond. The term is 26 weeks at a rent of $130 per week.
Purchase of Sewer Pumping Site P824/234	Acquisition of Lot 11 DP861071 (No. 14) Havelock Street, McGraths Hill from RET Enterprises Pty Ltd, for use as a sewer pumping site. Compensation for the purchase is nil.

RECOMMENDATION:

That the Seal of Council be affixed to the above documents

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 3 Oooo

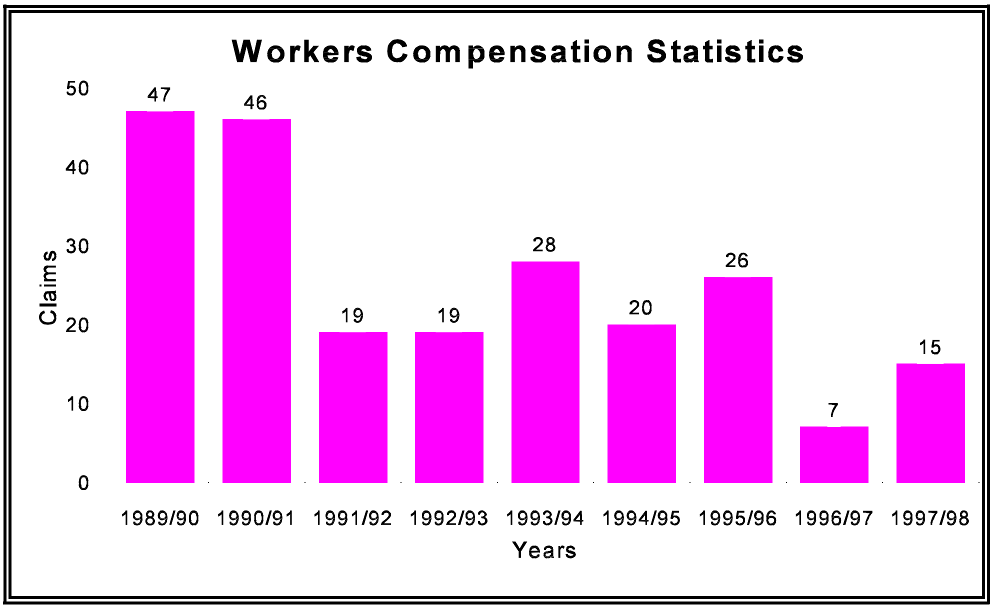
ITEM: 4 **Workers Compensation - Self Insurance Licence Renewal**

FILE NUMBER: GI055/007/CSV/ORH11NBX.C04

REPORT:

Council's licence to act as a self-insurer for Workers Compensation expires on 30 November, 1998. Council has been a self-insurer for workers compensation since 1983.

Under the terms of the licence, Council is required to set aside an amount equal to what would be paid as a premium if traditional coverage was effected. This amount is used to meet any claims liability.



From a financial perspective, there have been significant savings achieved in claim management by being self-insured and in addition by retaining the premium this has enabled those amounts to be invested and in turn provide income that could not otherwise be achieved.

In conjunction with a Self-Insurers Licence it will be necessary for Council to continue to hold an Excess of Loss Policy. This Policy limits Council's liability to a maximum of $350,000 (three hundred and fifty thousand dollars) indexed for any one claim.

It is considered appropriate for Council to renew its licence having regard to the financial advantages that have occurred to date.

The cost of maintaining this licence and to meet claims liabilities requires estimated funding of $330,500 (three hundred and thirty thousand, five hundred dollars) in respect of 1998/99 financial year. This allocation was made in the recently adopted estimates.

RECOMMENDATION:

That an application be submitted to the Workcover Authority to renew Council's licence for Workers Compensation.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 4 Oooo

ITEM: 5 **Sale of Lot 1 Woods Road, South Windsor**

FILE NUMBER: GR080/021/CSV/ORH11NBX.C05

REPORT:

The Property Development Strategy identified an opportunity to close a section of Salmon Road between Woods Road and Loder Crescent at South Windsor and place the property on the market for sale.

The land, which is zoned Residential 2(a) initially comprised a total area of 1,335m², however, it was affected by an easement for underground power mains 4m wide along the eastern boundary of the lot. Subsequently, a subdivision was pursued which excised the area of the easement and to create a public laneway between Woods Road and Loder Crescent with the residue of the lot, being 1,068m² being placed on the market for sale.

The property was listed through Century 21 Combined Windsor and they have received, on our behalf, an offer in the amount of $110,000 (one hundred and ten thousand dollars) from Macquarie Vale Homes for the purchase of the site. The Agents consider this to be a fair and reasonable offer and independent consultant valuers, K D Wood and Associates, have also endorsed the offer. It is noted that the site has potential for further subdivision into two separate lots or some form of medium density development.

In view of the advice from the listing agents and consultant valuers, the sale of the site for $110,000 is supported with it being noted that the Agents are also due a fee of $3,750 (three thousand seven hundred and fifty dollars). Proceeds from the sale are proposed to be directed towards the property development reserve for other income producing activities. It is noted that the Property Development Strategy is currently being reviewed with the objective being to strengthen the organisation's income base through property development activities and to identify properties which may be surplus to requirements, have potential for use for other activities or properties which could be further developed or rationalised and/or leased until required for future uses.

RECOMMENDATION:

That Lot 1 DP878394 Woods Road, South Windsor be sold to Macquarie Vale Homes in the amount of $110,000 (one hundred and ten thousand dollars). Further, the sales commission of $3,750 (three thousand seven hundred and fifty dollars) be payable to Century 21 Combined Windsor and that all documents be completed under Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 5 Oooo

ITEM: 6 **Acquisition of easement for drainage - 25 North Street, Windsor**

FILE NUMBER: GC281/063 PT01/CSV/ORH11NBX.C08

REPORT:

As a measure to improve drainage throughout the peninsula area of Windsor, a drainage scheme was devised which involves the acquisition of easements through the rear of a number of properties in North Street at Windsor.

The owners of the majority of the properties initially supported the proposal and compensation offered, except the owner of No. 25 North Street, Mr Shaun Bourke. As a result of initial negotiations being unsuccessful, it was resolved at the June 1997 meeting to compulsorily acquire the drainage easement.

The easement was compulsorily acquired by Gazettal Notice and compensation was determined by the Valuer General in the amount of $6,500 (six thousand five hundred dollars). Mr Bourke did not accept this amount and lodged a counter-claim with the Land and Environment Court in the amount of $18,000 (eighteen thousand dollars). He later made a verbal, without prejudice, offer to settle the matter for $12,250 (twelve thousand two hundred and fifty dollars) which was subsequently rejected.

Further discussions were initiated with Mr Bourke and as a measure to settle this matter without any further costs to either party, agreement was reached in principle to settle in the amount of $9,500 (nine thousand five hundred dollars) and it is recommended that this be endorsed by the Council.

RECOMMENDATION:

That Council agree to offer $9,500 (nine thousand five hundred dollars) in compensation to Mr Shaun Bourke, for the purchase of a drainage easement of variable width over No. 25 North Street, Windsor. Further, that each party meet its own costs in the matter and that the Seal of Council be affixed to any necessary documentation.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 6 Oooo

ITEM: 7 **Youth Strategic Plan - Crime Prevention Addendum**

FILE NUMBER: GC210/014/CSV/ORH11NBX.C10

PREVIOUS ITEM: 265, Ordinary (14.07.1998)

REPORT:

On 14 July, 1998 Council resolved to support in principle the submission of a (Draft) Crime Prevention Strategy to the Attorney General's Department. This action was undertaken to facilitate the timely endorsement of the draft document as a *Safer Community Compact* - a procedure which would enable Council to submit for funding through the Crime Prevention Division of the Attorney General's Department.

The (Draft) Hawkesbury Crime Prevention Strategy: *Towards a Safer Community* has been completed. In keeping with the Council resolution of 14 July, 1998 a copy of the draft document has been forwarded to the Attorney General's Department with a request for it to be formally endorsed as a Safer Community Compact.

It is proposed that public comment be sought regarding the draft Crime Prevention Strategy during August and September 1998. In addition, a meeting of organisations involved in the development of the draft Strategy has been scheduled for 1 September, 1998. This will enable participating organisations to provide feedback on the Strategy and to sign off on the document prior to its formal endorsement by Council.

Following this process, the Crime Prevention Strategy will be finalised and reported to the October meeting of Council for adoption.

RECOMMENDATION:

That:

1. The information be received; and

2. The Draft Crime Prevention Strategy be endorsed and public comment be sought.

ATTACHMENTS:

AT-1 (Draft) Hawkesbury Crime Prevention Strategy: Towards a Safer Community (separate document)

oooO END OF ITEM 7 Oooo

ITEM: 8 **Westpool Public Liability / Professional Indemnity Scheme**

FILE NUMBER: GF13/006/CSV/ORH11NBX.C20

REPORT:

Council will be aware of the discussion to join with five other councils, being Penrith, Fairfield, Blacktown, Liverpool and Blue Mountains in forming a Joint Insurance Authority (Westpool) which provides coverage to those councils against Public Liability and Professional Indemnity. This action was taken as a result of difficulties faced by Local Government Authorities in securing adequate insurance coverage at a competitive premium.

Westpool was formed on 1 March, 1988, with each Member Council entering into a Deed of Agreement which allows a Member Council to withdraw at the expiry of any fund year following one year's notice that they wish to do so.

Westpool continues to build on earlier achievements which is essential for the efficient operation of a pooling entity. Over the last ten years of operation, this organisation along with other members of Westpool have benefitted through its participation in this self-insurance scheme as opposed to engaging traditional insurance over in the market place. This is despite various trends of hardening and softening insurance market over this time frame. Apart from financial advantages, Council has also benefitted in areas such as enhanced risk management and related training programs.

An actuarial assessment of all claims is undertaken each fund year to ensure adequate funds are on hand to meet liabilities and determine each members contribution.

For 1997/98 the contribution from this organisation was $354, 333 (three hundred and fifty four thousand, three hundred and thirty three dollars). The contribution now proposed for 1998/99 is $311,014 (three hundred and eleven thousand and fourteen dollars), a reduction of $43,319 (forty three thousand three hundred and nineteen dollars).

RECOMMENDATION:

That Council contribute $311,014 (three hundred and eleven thousand and fourteen dollars to Westpool for the period 1 July, 1998 to 30 June, 1999.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 8 Oooo

ITEM: 9 **Quarterly Review as at 30 June 1998**

FILE NUMBER: GF004/003 PT01/FNC/ORH11NBX.F11

REPORT:

The final quarterly review of the Management Plan for 1997/98 Financial Year is reported to Council in accordance with the requirements of the Local Government Act 1993. Each of the "Targets" of the "Principal Activities" have been reviewed and the "Current Position" is now reported in the attachment to this Business Paper. In addition, the Quarterly Financial Statement, that forms part of the Management Plan, is included in the document.

RECOMMENDATION:

That the quarterly review of the 1997/98 Management Plan and Financial Statement for period to 30 June 1998, be adopted.

ATTACHMENTS:

AT-1 Management Plan distributed to Senior Officers and Councillors

oooO END OF ITEM 9 Oooo

ITEM: 10 **Annual Statements of Accounts 1997/1998**

FILE NUMBER: GF001/001 PT3, GF001/007 PT1/FNC/ORH11NBX.F12

REPORT:

The Annual Statements of Accounts for the period ended 30 June 1998, have been completed and in accordance with the Local Government Act a resolution is required to have the Annual Statements referred to the Auditors, Price Waterhouse, for Audit.

The Annual Financial Reports have been drawn up in accordance with:-

- the Local Government Act 1993, and Regulations;
- the Statements of Accounting Concepts;
- the Local Government Code of Accounting Practice; and
- Australia Accounting Standard No. 27.

A detailed report of results from operations will be submitted following completion and receipt of the Auditor's report.

RECOMMENDATION:

That the Statement in the approved form on the Financial Reports for the period ended 30 June 1998, be endorsed in accordance with Section 413 of the Local Government Act.

ATTACHMENTS:

AT-1 Statement by the Council on the Financial Reports for the year ended 30 June 1998.

oooO END OF ITEM 10 Oooo

ITEM: 11 **Governor Phillip Reserve, Windsor - Exclusive Use - Upper Hawkesbury Power Boat Club, Two Day Spectacular**

FILE NUMBER: PK/205 Pt5/ENG/ORH11NBX.E13

REPORT:

An application has been received from Upper Hawkesbury Power Boat Club requesting permission for exclusive use of Governor Phillip Reserve on 12 and 13 September 1998 for its 2 Day Spectacular.

This application does not comply with Council policy regarding use of the reserve, namely, exclusive use not be granted on consecutive days of a weekend nor on consecutive weekends.

The Club is specifically requesting 2 day consecutive exclusive use as its major fund raising event; monthly meetings held by the Club are usually conducted at a loss.

The Club's position notwithstanding, two issues need to be addressed:

1 Precedent - other boating organisations may make the same application leading to possible erosion of Council's policy.

2 Adjoining residents - the present policy was instigated in an endeavour to strike an equitable balance between boating clubs, the general boating public and amenity of adjoining residents.

Having regard to the foregoing issues, it is felt that the Club's application cannot be supported.

RECOMMENDATION:

That approval for exclusive use be granted for one day only, on either 12 or 13 September 1998 (Club to determine) subject to the following standard conditions:

1 The applicant undertaking a letter drop to all affected residents in proximity to the event, with that letter advising full details of the event.

2 The applicant paying the applicable contribution rate for exclusive use of the reserve.

3 A copy of a public liability policy for $10,000,000 (ten million dollars) and indemnifying Hawkesbury City Council, is to be submitted prior to the event by the applicant.

4 The applicant obtaining appropriate licences from the Waterways Authority regarding the conduct of this event.

5 If required, the applicant to obtain appropriate licence from the Licensing Branch of the NSW Police Service, for the sale of alcoholic beverages at the proposed event.

6 If required the applicant obtaining all necessary permits/approvals in relation to amusement devices/rides.

7 If required the applicant contacting Council's Environmental Health Officer with regard to the sale of Hot Foods.

8 The applicant to liaise with Integral Energy regarding the supply of power to devices/rides and their proximity to power supply lines.

9 The applicant obtaining approval from the NSW Police Service to conduct this event and complying with all the conditions imposed by the Service in granting any approval.

10 The Reserve being left clean and tidy with the applicant being responsible for collection and placement of all waste, into receptacles provided by Council. The applicant is to lodge with Council a refundable bond of $750.00 (seven hundred and fifty dollars) to cover.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 11 Oooo

ITEM: 12 **Subdivision options for rural areas**

FILE NUMBER: GT150/015PT/EVD/ORH11NBX.V06

REPORT:

The General Purpose Committee at its meeting of 28 July 1998 adopted a report on the Hawkesbury Sustainable Agricultural Development Strategy. Included in the resolutions of the Committee was the recommendation to prepare a draft local environmental plan to amend the Hawkesbury Local Environmental Plan 1989 to incorporate, among other issues, alternative methods of rural subdivision.

This report seeks to outline some of those alternatives as an adjunct to Council considering the report from the General Purpose Committee.

There are many ways to manage rural subdivision ranging from minimum allotment sizes to zoned rural residential areas; from concessional lots, to fix sized lots as currently used in the Hawkesbury LEP. In terms of a viable replacement for the current system, and given the fact that the Department of Urban Affairs and Planning has rejected lot averaging, its seems that there are three alternatives each with several permutations. The options would appear to be:

1. Continue the same, ie, allow the remaining 450-500 lots currently available in the rural areas to be subdivided using the current policies.

2. Introduce density controls, ie, to allow the lots to be generated by the land area involved but have a different minimum lot size than those currently available.

3. Transfer of development rights, ie, the ability to transfer the right to subdivide from one parcel of land to another. This philosophy of transfer of rights has been incorporated into the Sydney City Council's Local Environmental Plan. It is used to transfer the "rights" to construct levels in a multi-level building so that buildings with heritage protection have the ability to transfer their potential floor space to sites without heritage protection.

1. Continue the same subdivision policy

In adopting the recommendations from the HSAD Strategy, Council could continue the same subdivision policies as currently exist and allow the remaining 450-500 lots to be subdivided.

Advantages:

- it is a known system;
- it will end, ie, there is a finite number of lots to be created; and
- it will allocate more blocks in the rural environment

Disadvantages:

- the number of lots are not relevant to the land capability;
- lot sizes are fixed;
- can create unsuitable boundaries across areas such as wetlands;
- can create more blocks which can lead to more people and their impacts on the rural environment; and
- can create more conflict with adjoining rural industries.

2. Density controls

Density controls could be introduced to create the same number of lots as in the current system but the minimum lot size can be drastically reduced so that lots can be created in one location within the original property.

There are two permutations of this concept, these are:

(a) Simply divide the area of the original property by the factor and create that number of lots. Council could introduce rules as to where these lots are located and/or rules as to what the remaining large residue lot can contain; or

(b) Introduce density controls so that before land can be divided by the factor, ie, the number of lots to be created, certain classes of land are excluded; such as those affected by excessive slopes, unstable soils, some classes of vegetation, lands that are affected by flooding. This has the effect of lowering the density, ie, the number of lots that can be created will equate more closely with the capability of the land which is being subdivided.

There are advantages and disadvantages with each of these permutations.

1. <u>No constraints</u>

Advantages:

- it will create more flexible lot sizes and location;
- the yield will end some time in the future; and
- it will create blocks that are more responsive to the land forms.

Disadvantages:

- same number of lots will be created regardless of the land's capability;
- it can concentrate conflict with adjoining agriculture because the created lots are often located together;
- it can have a greater impact on scenery; and
- the increased number of septic tanks may affect the environment of the locality.

2. With constraints

Advantages:

- it can respond to the land's capability, ie, the number of lots created more closely equate to the land's ability to absorb them;
- flexible lot sizes; and
- important land types can be preserved, such as vegetation, flood prone lands, primary and agricultural soils.

Disadvantages:

- increased arguments over the yield unless precise definitions are included to describe what has been excluded from the calculation;
- potential increase in conflicts with neighbours; and
- it can concentrate non-agricultural uses in agricultural areas.

3. Transfer of development rights

Transfer of development rights requires the nomination of a sending area and the nomination of a receiving area. The concept is that subdivision potential is transferred from the sending area to the receiving area to allow subdivision to take place there, on the understanding that this is creating some environmental good or protecting some feature of the landscape but still allowing the owner of that land to receive benefits from subdivision potential.

There are at least three permutations for each of the areas, these are;

(i) Sending area:

(a) use the current lot yield available under the current subdivision rules as being the source of the sending rights; or
(b) give additional subdivision rights to all lands in rural areas; or
(c) give bonuses for the consolidation of rural land in the transfer process.

(ii) Receiving areas:

(a) give bonus densities as a result of using transfer rights; or
(b) give bonus lots as a result of using transferred rights; or
(c) that no subdivision takes place unless transfer rights are involved.

There are advantages and disadvantages again with this system. These are:

Advantages:

- it could remove subdivision pressure from agricultural lands;
- it could preserve the superannuation factor of rural subdivision;
- creates no more lots in the rural areas;

- it is not affected by the capability of the sending lands;
- the yield is known;
- can create a competitive market for these rights;
- bonuses can be given for creating environmentally sound results;
- dispersion of windfall gains resulting from land development; and
- rural land is valued for its agricultural value and not potential subdivision.

Disadvantages:

- it is unknown;
- unaccepted by the current market;
- receiving lands will be valued by their ability to obtain transfer rights;
- there is no windfall gain for the owner of the rezoned land;
- there will be a resistance to change; and
- the value to the sending property of the transferred rights may be less than the value received for current subdivision rights for subdivided lots.

For Council to achieve its goal of a co-ordinated rural policy regarding subdivision and the protection of agricultural values, any policy in rural subdivision needs to be co-ordinated with the Land Release Strategy and urban development strategies. Elsewhere in this business paper is a report concerning the issue of urban land strategies.

It is considered that each of the options outlined above is worthy of further detailed investigation as the most viable alternative for carrying out rural subdivision in the review of the Hawkesbury Local Environmental Plan arising from the HSAD Strategy. This review will require detailed discussions with the Department of Urban Affairs and Planning and the adoption of a co-ordinated approach to this land urban release strategy.

RECOMMENDATION:

For the purpose of reviewing rural subdivision, investigations be confined to:

1. Continuation of the current approach.

2. Investigation of density control measures with constraints and with no constraints.

3. Investigation of use of transfer of development rights with details regarding options for both sending and receiving areas be investigated.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 12 Oooo

ITEM: 13 **Industrial Fire, Box Avenue, Wilberforce**

FILE NUMBER: P234/60/EVD/ORH11NBX.V14

REPORT:

Further to the previous report regarding the industrial fire at Resolve Recycling in the Wilberforce Industrial Estate, the current situation is as follows:

1. Hazmat has now handed the responsibility of the site over to the Environment Protection Authority, as the fire is now officially out.

2. The site has been temporarily fenced by the Environmental Protection Authority (EPA) at both street entrances.

3. All run off from the site is being contained in sand bunding, with captured run off material being pumped and tankered away to the Lidcombe plant for disposal. Tankers supplied by Colex Industries are ready to pump out the bunds continually in the event of further rain fall.

4. The EPA are calling for tenders to complete the clean up of the site. This process will take a few weeks to finalise, and then the clean up itself will take a number of weeks to complete.

5. The catch dam installed by Council the day after the fire, has been cleaned and backfilled as it was no longer required to control run off from the site.

6. Analysis of grass, dirt, dust and ash collected from the Woodlands Park playing field has been conducted and completed by the Public Health Unit at Penrith and given the “all clear”. The playing fields were opened for use on Tuesday 28 July 1998.

7. Monitoring of the creek system down stream of the Industrial Park by the EPA is continuing, whilst the warnings for not using the water from this system are still current. Council staff have erected a warning sign in the public picnic area on Stannix Park Road as an added precaution.

8. Suggestions to the EPA have been made to erect signs on the temporary fencing around the affected site, warning people of the contamination and not to enter the site. We are awaiting a response to our offer to manufacture the signs.

9. On Friday 31 July 1998 the local Wilberforce Rural Fire Brigade and a Hazmat Brigade unit were called to the site to extinguish a drum which had ignited from what is believed to have been spontaneous combustion as the material leaked from a drum. This was extinguished and the site vacated again. This would indicate that some of the materials that are presently on site may be unstable, and the removal process will need to be performed by experts in this field with great caution.

To date, there has been no indication from the EPA other than to say that "Water samples taken from the creeks show that the solvents in the runoff are rapidly dispersing" (taken from the latest media release from the EPA 31 July 1998) as to whether or not any residues of contaminants left in the creek system will be cleaned up by the EPA. Whilst it is understood that the solvents will disburse in time, the other contaminants that were held in suspension in the solvents, may have settled out and be left behind in the creek system.

Subsequently, it is suggested that Council contact the EPA, asking the for details of any testing that is being done, to identify any residues of chemicals that may be present in the creek system down stream of the subject industrial area, and should contamination be discovered, who will be carrying out the remediation work, and who will be paying for this work to be undertaken.

RECOMMENDATION:

That Council contact the Environmental Protection Authority, requesting details of any testing that is being done, to identify any residues of chemicals that may be present in the creek system down stream of the subject industrial area. Should contamination be discovered, the Environmental Protection Authority be requested to outline who will be carrying out the remediation work, and who will be paying for this work to be undertaken.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 13 Oooo

ITEM: 14 **Urban Land Strategy**

FILE NUMBER: GT150/016/EVD/ORH11NBX.V15

REPORT:

Introduction

A number of reports have been presented to Council in recent years concerning rezoning or release of land for residential development within the City. The most recent report, which tabled a draft residential strategy, was presented in November 1997.

A review of the draft strategy and discussions with officers from the Department of Urban Affairs (DUAP) and Planning have raised some possible discrepancies between assumptions made in the strategy and current State policy. Other variables are also now relevant, ie:

- a recent request from the owner of the "Kemsley Downs" land at North Richmond for residential zoning for 200 potential lots;
- a request by the Local Economic Development Board to investigate possible industrial rezoning of land at Vineyard; and
- the relationship between rural subdivision and residential release (a report appears elsewhere on this agenda concerning this).

The purpose of this report is to rationalise the process for pursuing residential release and to link this to our overall strategic approach for development within the City.

Draft Residential Strategy

The draft Hawkesbury Residential Strategy was distributed to Councillors and reported to Council on 25 November 1997. The draft strategy contained some analysis of physical constraints and infrastructure, a description of housing demand, a review of policy and a settlement strategy.

The settlement strategy recommends the following releases:

Immediate Release

North Richmond	200 lots
North Bligh Park	600 lots

Short Term Release 0 - 5 years

Vineyard Area 1	400 lots
Vineyard Area 2	500 lots

Medium Term Release 5 - 15 years

Wilberforce	300 lots
Pitt Town	depends on strategy at time

Long Term Release 10 - 20 years

Vineyard Area 3	600-700 lots

The draft strategy was further considered at Council's Strategic Planning Workshop in February 1998. To date, the strategy has not been publicly exhibited, however the recommendations as reported in November 1997 have raised expectations of rezoning for areas identified for "immediate release".

Current Situation

The following matters are of relevance in further pursuing urban release, some of which have arisen since preparing the draft strategy.

<u>Advice from Department of Urban Affairs and Planning</u>

DUAP advised in July 1997 that:

- there should be further discussion with various government agencies and service providers before the strategy is debated in the public arena;
- any release proposing 150 dwellings or more is required to be incorporated in the Urban Development Program before a section 65 certificate could be issued for rezoning;
- development west of the Hawkesbury River should be limited to infill and incremental growth in existing towns and villages; and
- the rural lands study should identify land to be considered for residential development.

This advice was reiterated in a letter in March 1998.

It is clear from the written advice and more recent discussions that the residential strategy is unlikely to receive support from DUAP unless further investigations and discussions with relevant agencies are pursued. It is also clear that any proposed residential release would need to be accepted on the Urban Development Program prior to preparing a draft local environmental plan.

<u>Release of the Floodplain Management Strategy</u>

The Floodplain Management Strategy recommends improvements to flood evacuation routes. This may resolve the previous concerns with release of land at North Bligh Park.

Pitt Town Investigations

Following representations, Council resolved on 9 June 1998 to "advise the consultants on behalf of the owners of Lot 1 DP 133026 and Lot 5 DP 854221 that it supports in principle the conclusion that the land is capable of urban development subject to detailed suitability studies being carried out to determine its limitations".

These investigations have now commenced.

Request by the Local Economic Development Board

At its last meeting the Hawkesbury Local Economic Development Board requested that an investigation of land at Vineyard be carried out to assess its potential for future employment/industrial use. This includes the land identified by the draft residential strategy for future residential release.

Rezoning Request for "Kemsley Downs"

A request has been received on behalf of the owner of this property for Council to prepare a draft LEP to allow rezoning to proceed immediately. The request includes a copy of a planning report prepared in 1988 for an earlier proposal.

The request is based on the expectations created by the draft residential strategy and the report to Council in November 1997 which stated; "The Residential Strategy proposes that action be commenced immediately for the rezoning of the Kemsley Downs Estate for 200 lots".

Advice from DUAP is that any release proposing 150 dwellings or more is required to be incorporated in the Urban Development Program before a section 65 certificate could be issued for rezoning. Also development, other than infill and incremental growth in existing towns and villages, will not be supported west of the Hawkesbury River.

Clearly, any decision to rezone this property at this time would not be successful. It is considered that a coordinated approach to DUAP with a revised Residential Strategy will be necessary if we are to gain support for residential release at North Richmond.

Council resolved in 1996 to prepare a draft LEP for adjacent land at North Richmond, between Redbank Creek, Bells Line of Road and Rural Press, owned by Richmond Pastoral Company. Following advice from DUAP, the draft plan did not proceed in the absence of an overall residential strategy. It is considered that this area should be investigated as part of the revised strategy.

Rural Subdivision Strategy

A separate report appears elsewhere on this agenda concerning options for rural subdivision. If Council wishes to explore the transfer of development rights, the residential strategy will have to accommodate this by identifying "receiving areas"

Conclusion

Although it provides valuable information and a coordinated approach to releases, the draft residential strategy does contain some discrepancies and creates some conflicts with the current position of the Department of Urban Affairs and Planning.

We now have the opportunity to resolve those discrepancies and to move towards sustainable residential release through a more coordinated approach. We also have the opportunity to coordinate the residential strategy and the rural subdivision strategy.

It is concluded that Council should prepare local environmental studies for land identified on the attached maps at North Richmond, North Bligh Park, Vineyard, Pitt Town and Wilberforce, subject to their inclusion in the Urban Development Program. This will ensure that end design and yield is a product of the physical capability of the land, rather than a design which is largely market-driven to achieve a particular lot yield. The cost of the studies can be recovered via Section 94 contributions. Recent independent work carried out at Pitt Town could be reimbursed to the owner via Section 94, upon completion of future subdivision.

RECOMMENDATION:

That:

1. Council recognise that land identified in the attached maps at North Richmond, North Bligh Park, Vineyard, Pitt Town and Wilberforce has capability for urban development in the short to medium term;

2. Further discussions are held with the Department of Urban Affairs and Planning to promote the inclusion of the above areas in the Urban Development Program;

3. Local environmental studies be prepared by Council for the areas listed in (1) above, subject to Department of Urban Affairs and Planning agreeing to their inclusion on the Urban Development Program;

4. The draft Residential Strategy be reviewed to resolve discrepancies, to incorporate comments of relevant State Agencies and to address the relationship between residential release and rural subdivision;

5. Council inform all affected land owners of the above resolution. In particular that a draft local environmental plan will note be prepared at this time for “Kemsley Downs” at North Richmond; and

6. Regular status reports be provided to Council.

ATTACHMENTS:

AT-1 Area Map - North Richmond
AT-2 Area Map - North Bligh Park
AT-3 Area Map - Vineyard
AT-4 Area Map - Pitt Town
AT-5 Area Map - Wilberforce

oooO END OF ITEM 14 Oooo

ITEM: 15 **Exempt and Complying Development**

FILE NUMBER: LEP 6/98/EVD/ORH11NBX.V21

REPORT:

Introduction

The Environmental Planning and Assessment (EPA) Amendment Act 1997 commenced operation on 1 July, 1998. The EPA Amendment Act 1997 introduces, amongst other things, private competition to certain components of the development approval process. The operation of the Act has been staged so that initially private certification is limited to the issue of Construction Certificates, Compliance Certificates and Occupation Certificates.

By 1 January, 2000 Council must prepare a Local Environmental Plan (LEP) defining complying development and exempt development. Should Council not prepare an LEP by then a State Environmental Planning Policy (SEPP) prepared by the Department of Urban Affairs and Planning (DUAP) will apply to the local government area which will define exempt and complying development. Council will have no say in what type of development will be included in this SEPP. The purpose of this report is to confirm the information presented at the Councillor workshop held on 26 July, 1998 and to recommend appropriate action to take advantage of the new legislation.

What is Exempt Development?

A new classification of exempt development removes the need for any approval for minor development, provided that certain standards are satisfied.

What is Complying Development?

Complying development is development that may be defined as "routine development" which can be certified, by Council or a private person, entirely with predetermined standards. Development which is defined as complying development should involve no significant merit assessment. The Act requires complying development applications to be determined with seven (7) days of receipt.

What should Council include as Exempt Development?

Council has three options in terms of exempt development. These include:

1. Have no exempt development;

2. Maintain primarily the status quo which currently exists; and

3. Increase the number, type and size of development which does not require any approval.

Option 1 - No Exempt Development

If Council was to have no exempt development then all development would require approval. Development such as the erection of a clothes line, kitchen fit-out, installation of a new gutter, childrens play equipment etc. would all require approval.

It is not considered practical to require approval for these types of developments as they have minimal if any impact on the environment or adjoining owners. In any case the SEPP is likely to over-ride councils which have no exempt development.

Option 2 - Maintain Status Quo

Currently Council does not require approval for a number of minor developments such as clothes lines, decks, dog kennels etc. This is considered the preferred option. Attached as Schedule 1 is a list of development which may be considered for the purposes of exempt development. To ensure that exempt development is limited to minor structures certain criteria has been attached to each development limiting the scale, location and height of these types of developments.

Option 3 - Increase the number, type and size of development that does not require any approval

Development such as covered decks, commercial ratio towers, pools etc. could be included as exempt development. These types of development are of a larger scale than is currently exempt. These types of development have a potential to impact on adjoining owners and be located in areas which are not appropriate.

If Council was to increase the types and scale of developments which are exempt, more detailed criteria controlling the location, colour, size, height etc. would be required.

People interpreting the set criteria/standards would not be qualified and may not understand terminology etc. and therefore errors may occur with inappropriate development occurring.

It should also be noted that the larger the development the greater the investment and therefore where breaches of guidelines occur Council may receive increased resistance when people are asked to modify or demolish a non-complying structure. Increased resistance may lead to increased legal proceedings. For these reasons it is suggested that Council not take this approach.

What should Council include as Complying Development?

Council has three options regarding complying development. These are:

1. No Complying Development;

2. Include development with minimal impacts; and

3. Include all development which is not State significant, Integrated or Designated.

Option 1 - No Complying Development

If Council decided not to define any development as complying development then all applications would require development approval by Council. Developments such as minor additions, pergolas, dwellings etc. would all require Council approval and there would be not opportunity for a private certifier to approve any of these types of development.

This approach would be contrary to the intent of the amendment to the EPA Act. One of the aims of the amendment is to simplify and speed up approvals for less complex developments which involve minimal merit assessment. If Council was to adopt this option they would need to justify this approach for the Hawkesbury area prior to the Draft LEP going on exhibition.

Option 2 - Include development with minimal impact

This is considered the preferred option. Development which has minimal impact on adjoining owners and the environment is considered appropriate to be included as complying development. Complying development should not extend to areas which are flood prone, bushfire prone, are of scenic value, and are not sewered.

Schedule 2 is a suggested list of development which could be considered as complying development.

Option 3 - Include all development which is not State significant, integrated or designated

This would be the extreme approach and would require very detailed policy being developed for all development. The problem is that it is very difficult to pre-determine all the circumstances of a site. For example traffic issues generally dependent on the location of a site and the type of development. For larger scale developments such as a shopping centre individual circumstances may require specific controls depending on the volume of traffic generated, the location of access points, the width of existing streets, the nature of surrounding land uses etc.

The development of rigid controls decreases the level of flexibility and quite often results in poorer design. This is not considered desirable particularly for larger developments.

It should also be noted that once development is defined as complying Council will not have the discretion to refuse applications which meet pre-determined standards or may not even see these applications if they are approved by a private certifier.

What is the time frame for introduction of complying and exempt development?

Councils have until 1 January, 2000 to prepare LEP's for complying and exempt development prior to the introduction of the SEPP. However, there are considerable benefits to the community in introducing our own LEP as soon as possible.

The following broad work schedule is proposed:

Date	Action
11 August 1998	Section 54 resolution to prepare Draft LEP for complying and exempt development
27 August 1998	Workshop with Councillors to further development Schedules 1 and 2
September - December 1998	Preparation of LEP and Priority DCP's
January 1999	Obtain Section 65 Certificate
February 1999	• Exhibition of Draft LEP and DCP's. • Public meetings if required
March - June 1999	Amendments and review of existing policies
July 1999	Report back to Council
August 1999	Submission of DLEP to Minister for Gazettal

What are the priority tasks which are required to be done?

The following is a preliminary list of things which are required to be done:

- Preparation of Draft LEP for complying and exempt development;
- Preparation of DCP's for each type of complying development;
- Preparation of a DCP for notification of development proposals;
- Preparation of a DCP detailing all Council's engineering standards;
- Review of Council's existing DCP's and amendment where necessary; and
- Review of all Council's existing policies and incorporation into a DCP where appropriate.

Workshops

It is anticipated that a workshop will be held after each General Purpose Committee meeting on a range of topics, including biodiversity and the threatened species legislation, and development approvals processes.

Conclusion

Council is required to define and prepare a LEP for complying and exempt development under the Amended Environmental Planning and Assessment Act 1979. Attached are two schedules for exempt development and complying development. These lists are only preliminary and have been developed to initiate thought and further discussion. It is proposed to conduct a workshop at the conclusion of the next General Purpose Committee meeting to further develop these schedules.

Council has 17 (seventeen) months to prepare an LEP for exempt and complying development and all the other relevant DCP's which are required to accompany the LEP. This is a relatively short period considering the work which is required to be done. It is therefore suggested that Council resolve to prepare a draft LEP. The type of development to be included in this LEP will be discussed with Councillors at workshops prior to the LEP being placed on public exhibition.

RECOMMENDATION:

That:

1. In accordance with Section 54 of the Environmental Planning and Assessment Act 1979 Council prepare a Draft Local Environmental Plan defining exempt and complying development; and

2. Council, after the General Purpose Committee Meeting of 27 August, 1998 hold a workshop to further develop the schedules for exempt and complying development.

ATTACHMENTS:

AT-1 Schedule 1 - List of exempt developments
AT-2 Schedule 2 - List of complying developments

SCHEDULE 1 - LIST OF EXEMPT DEVELOPMENTS

Type of Activity Exempted From Approval	*Limits on Exemption*	*Advisory Note*
Access ramps for the disabled	Maximum height 1m. Maximum grade 1:14 and otherwise in compliance with AS1428.1. Building materials to blend in with existing.	
Air conditioning units for dwellings (attached to external wall or ground mounted)	Building work must not reduce the structural integrity of the building. Comply with the provisions of the Noise Control Act. Any opening created is to be adequately weatherproofed.	Consideration should be given to the location having regard to the amenity of the adjoining occupants.
Aerials / Antennae / Microwave Antennae	Maximum height above roof of 6m. Domestic use only.	
Awnings, shade canopies and storm blinds on single dwellings	Maximum area $9m^2$. Non reflective materials. Located within property boundaries. Awnings not to be used for storage of vehicles.	
Bird Aviaries and domestic pet enclosures (excluding poultry)	Maximum area $9m^2$ (total aggregate). Maximum height 1.8m. Domestic use only. Rear yard only. Compliance with Council's policies.	As roofed structures are subject to wind uplift forces, roof cladding should be securely fixed to roof beams or rafters. Supporting posts should be securely fixed to concrete footings or slabs. Should be located so as to minimise noise or possible odours to adjoining neighbours.
Cabanas / Gazebos, Barbeques, Greenhouses	Maximum area $9m^2$. Maximum height 2.4m. Non-reflective materials. To be located minimum 900mm from adjoining allotment boundaries. To be located behind principle building	
Cubby Houses and Playground Equipment	Maximum height 2.1m. Maximum area $9m^2$. Setback minimum 900mm.	As roofed structures are subject to wind uplift forces, roof cladding should be securely fixed to roof beams or rafters. Supporting posts should be securely fixed to concrete footings or slabs. Consideration should be given to adjoining occupants.
Decks attached to detached single dwellings (Does not include decking associated with swimming pools)	Maximum area $9m^2$. Finished surface level not greater than 1m above existing ground level. Maintain existing side boundary setbacks.	Roofing of deck requires approval. Fire resisting construction provisions of the BCA apply. Care should be taken to ensure placement of decks does not create privacy or overlooking problems for adjoining neighbours.

Type of Activity Exempted From Approval	*Limits on Exemption*	*Advisory Note*
Fences: • Boundary Fences (behind building line) • Fences (within building line) (Other than fences required by Swimming Pools Act 1992)	Maximum height 1.8m. Maximum height 1000mm (other than masonry or brick) New materials only.	It is generally necessary to discuss fencing with your neighbour at an early stage and consult the Dividing Fences Act as necessary. Fencing materials are to be in accordance with Council Policy.
Flagpoles - Residential zones	Maximum height 6m. Approval needed for any Corporate flags.	To be installed to manufacturer's specifications/engineering design.
Flagpoles - Commercial / Industrial zones	Maximum height 9m. Approval needed for any Corporate flags.	To be installed to manufacturer's specifications/engineering design.
Garden Sheds	Maximum floor area of a shed or sheds in total $9m^2$. Maximum height 2.1m. Non-reflective materials. Rear yard only.	As roofed structures are subject to wind uplift forces, roof cladding should be securely fixed to supporting structure. Supporting posts should be securely fixed to concrete footings or slabs. To be installed to manufacturer's specifications/engineering design.
Lighting (external) not including tennis courts, sportsgrounds and greenhouses		Care should be taken to ensure that lighting does not overspill onto adjoining properties, consideration to be given to adjoining occupants, particularly in residential areas.
Clothes / Hoist / Lines	Located behind the principle dwelling.	To be installed to manufacturer's specifications.
Open Pergola (attached to dwelling or free standing, unroofed structures only)	Maximum area $9m^2$ (total aggregate) Maximum height 2.4m Maintain required boundary setbacks. Located behind principle boundary setbacks.	Must not be roofed or enclosed without the issue of a complying development certificate.
Re-cladding of roofs or walls (excluding Heritage Buildings, Buildings in bushfire and flood prone areas).	No structural alterations. Replace existing materials with similar new materials.	The Workcover Authority has advised that: • care should be taken in work involving the removal of lead paint to avoid lead contamination. • the Authority's "Guidelines for Practices Involving Asbestos Cement" should be referred to for any work involving asbestos cement.

Type of Activity Exempted From Approval	*Limits on Exemption*	*Advisory Note*
Minor internal alterations - All buildings	Non-structural work only such as: • replacement of doors; wall, ceiling or floor linings; or deteriorated frame members with equivalent or improved quality materials. • renovations of bathrooms, kitchens, inclusion of built-in fixtures such as vanities, cupboards and wardrobes. Applies only to alterations or renovations to previously completed buildings. Work not to include changes to the configuration of rooms whether by removal of existing walls, partitions or by other means. Work not to cause reduced window arrangements for light and ventilation needs, reduced doorways for egress purposes or involve enclosure of open areas.	The alteration should not affect the structural strength and stability of the building. For example, external walls are often strengthened and stabilised by internal walls that resist loads such as wind forces. The removal of internal walls without considering overall strength and stability may result in the failure of external walls. Examples of minor alterations include - new door or internal servery windows, bathroom renovations, kitchen renovations or the like. **It is advised that Council Building Surveyors be requested to inspect wet area flashings prior to tiling or placing fitting.** Advice should be obtained from a structural engineer, architect or building surveyor before commencing alterations to ensure compliance with the Building Code of Australia and that they will not affect the structural sufficiency and stability of the building. The Workcover Authority has advised that: • care should be taken in work involving the removal of lead paint to avoid lead contamination; and • the Authority's "Guidelines for Practices Involving Asbestos Cement" should be referred to for any work involving asbestos cement.
Retaining Walls located no closer than 1m to any boundary	Maximum heigh 900mm. Masonry walls to comply with: • AS3700 - Masonry Code • AS3600 - Concrete Structures • AS1170 - Loading Code Timber walls to comply with: • AS1720 - Timber Structures • AS1170 - Loading Code All retaining walls are to be constructed so that they do not prevent the natural flow of stormwater drainage / run-off.	A retaining wall should be designed and constructed with an effective drainage system to prevent backfill becoming saturated, causing a build up of water pressure behind the wall. Effective drainage of backfill material can be ensured by providing weepholes and continuous drainage within the backfill. A structural engineer should be consulted in the first instance.

Type of Activity Exempted From Approval	*Limits on Exemption*	*Advisory Note*
Satellite Dishes	Maximum diameter 1m and maximum height not to exceed highest point of roof, and not visible from the street frontage, roof mounted. Maximum height 2.4m above ground level and not visible from the street frontage, ground mounted. Colour to match existing roof colour.	
Water Tanks in residential areas	Not exceeding 2,000 litres in capacity. Maximum height 1.8m above ground level and 1.5m diameter. Rear yard only. Located 900mm from boundary.	Water tanks on stands require approval. Consideration is to be given to location and impact upon adjoining occupants. Overflows to discharge to soak away located central of subject property.
Water Tanks in rural zones	Not exceeding 60,000 litres. No closer than 6m to adjoining boundary and buildings. Maximum height 2.4m.	Water tanks on stands require approval.
Dog Kennels / Dog Runs	Not exceeding 1m³. No more than two (2) kennels. Wire mesh not exceeding 1.2m high and dimensions 3 x 2 metres. Domestic use only located behind principle building and suitably screened from adjoining properties.	Consideration to be given to location and impact on adjoining occupants regarding noise, smells and visual amenity.
Letter boxes	Located within property boundary. Heights and sizes to comply with Australia Post Standards.	
Gate structures and supporting wing walls	Maximum 1.8m high. Maximum length 10m overall. Wholly within property boundary.	
Timber or lattice screen fences	Maximum height 1.8m. Minimum 500mm of side boundary, located behind front alignment.	
Fountains, fish ponds, sun dials, bird baths, wishing wells and the like	Water storage area no greater than 300mm deep, not exceeding 1.5m high.	
Portable gas bottles for domestic purposes	Maximum of two (2) bottles	Installed and serviced by qualified persons.

Type of Activity Exempted From Approval	*Limits on Exemption*	*Advisory Note*
Demolition (excluding Heritage Buildings)	Part A2 Approval is not required where Council has consented to demolition, as a condition of subdivision, building or development approval or an Order to demolish has been issued by Council under S121 of the Environmental Planning and Assessment Act 1979. Part A2 Approval is not required for demolition of any building (other than a retaining wall) in a category under this policy for which approval to erect that building would not be necessary (whether erected before or after this policy took effect). Demolition to be carried out to Australian Standard AS2601-1991 Demolition Code.	The Workcover Authority has advised that: • care should be taken in work involving the removal of lead paint to avoid lead contamination; and • the Authority's "Guidelines for Practices Involving Asbestos Cement" should be referred to for any work involving asbestos cement. Council should be consulted to determine whether a building has heritage value.
Real Estate Sales sign - Residential and Rural Areas (Limited to a Flush Wall Sign, Pole or Pylon sign)	One sign per street/road frontage. Maximum sign area $2.5m^2$. Sign not to obstruct pedestrian or road traffic vision or otherwise interfere with public safety. Sign not to be erected or placed in, on, or above any public place. Maximum height of 2m above finished ground level. Not to be directly illuminated by either an external or internal light source. Signs to be removed within seven (7) days of settlement.	
Real Estate Sales sign - Commercial and Industrial Areas (limited to a flush wall sign, pole or pylon sign)	One sign per street/road frontage. Maximum sign area $4m^2$. Sign not to obstruct pedestrian or road traffic vision or otherwise interfere with public safety. Sign not to be erected or placed in, on, or above any public place. Maximum height of 3m above finished ground level. Signs to be removed within seven (7) days of settlement.	

Type of Activity Exempted From Approval	*Limits on Exemption*	*Advisory Note*
Skylight Roof Windows	Maximum area to be 1m². Located not less than 900mm from property boundaries or walls separating attached dwellings. Structural integrity of the existing building not to be affected. Installed to manufacturers instructions and adequately waterproofed.	Advice from the Workcover Authority is to be sought for work involving asbestos materials / products.
Street signs comprising name plates, directional signs and advance traffic warning signals	Construction by or for Council. Designed, fabricated and installed in accordance with relevant Australian Standards.	
Water Heaters (excluding solar systems)	Installed to manufacturer's specifications / requirements. Installed by licensed person. Work not to reduce structural integrity of the building or involve structural alterations. Openings created to be suitably waterproofed.	
Windows, glazing, external doors and security grills (excluding Heritage items)	Non structural alterations / replacements. Floor area relationship regarding ventilation and light not less than BCA requirements.	Advice from the Workcover Authority is to be sought for work involving asbestos products / materials or removal of lead paint.
Place waste storage container in a public place	Maximum container length 3m. Single container only. Waste containers to be located and designed strictly in accordance with the requirements and guidelines of the Roads and Traffic Authority. Maximum duration of the activity being a total of fourteen days from the date of placement of the container in the public place to removal. Supplier of the waste container to ensure a minimum of $10 million public liability/risk insurance cover for the placement of the waste container. Container to be of light colour with name and address of the owner / proprietor clearly to be displayed. Waste container is used in association with works approved by Council.	Subject to compliance with Local Government (Approvals) Regulation, 1993. Council may order removal for failure to comply with exemption provisions or if placement of container results in a nuisance or danger to the public. Transporting waste over a public road requires approval under Sec. 68 of the Local Government Act, 1993. Council approval required for placement of containers for a period longer than 14 days.

Type of Activity Exempted From Approval	***Limits on Exemption***	***Advisory Note***
Carnivals, Fairs, Fund Raising events or the like carried out by Public Authorities or charitable organisations	No more than four (4) events per calendar year.	If amusement devices are to be operated then separate approval may be required under Section 68 of LGA Act.

SCHEDULE 2 - LIST OF COMPLYING DEVELOPMENTS

Type of Authority	*Criteria*
Single Storey Dwelling (does not apply to land containing heritage items)	• Residential zones • Sewered • Not flood prone area • Floor level does not exceed 1.2m from natural ground level
Single storey additions (excludes heritage items)	• As for single storey dwelling
Covered decks (excludes heritage items)	• Floor level not exceeding 1.2m above natural ground level • Extension to existing dwelling
Roofed pergola (excludes heritage items)	• Floor level not exceeding 1.2m from natural ground level • Attached to existing dwelling
Carports (excludes heritage items)	• Height not exceeding 2.4m • Area not exceeding $60m^2$. • Attached to existing dwelling
Garages	• Height not exceeding 2.4m • Area not exceeding $60m^2$ • Attached to existing dwelling
Cabanas (excludes heritage items)	• Not exceeding 2.4m in height • Area not exceeding $30m^2$
Screen enclosures (excludes heritage items)	• Not exceeding $60m^2$
Industrial Unit	• Not exceeding $300m^2$ • Not exceeding 9m in height
Industrial additions	• As for industrial units
Bed and Breakfast (excludes heritage items)	• Less than 3 bedrooms • Existing dwelling
Boundary adjustment	• No more than two (2) lots
Shop fit-outs (excludes heritage items)	• Where existing floor area does not increase
Pools	• Domestic use only
Signs (excludes heritage items)	• Excluding above awning and roof signs • Not exceeding $6m^2$ in area • Not illuminated
Home Activity (excludes heritage items)	• Does not involve the employment of staff • Does not involve any manufacturing process • Does not include retail sales
Retaining Walls (excludes heritage items)	• Exceeding 900mm in height • Not exceeding 1.8m in height

oooO END OF ITEM 15 Oooo

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ITEM: 16 **Rural Fire Brigade Office Bearers**

FILE NUMBER: GF10/24/GMA/ORH11NCX.G09

REPORT:

Council's Rural Fire Brigade Officers have been appointed under delegated authority and in accordance with the provisions of the Rural Fires Act for the Bush Fire Season 1998/99.

Brigade Captain/ Senior Deputy Captain	Deputy Captain	Permit Issuing Officer
Bilpin W Shields W Johnson	S McKinley P Harold S Lonergan A Newton J Newton	B Shields B Johnson
Blaxlands Ridge M Bobrige J Haszczywnyk	L Webber E Batten R Clarke T Duck D Dawson M Allen R Boyes	M Bobrige
Colo Heights N Cunningham D Cavanagh	A Bruce A Shorten P Impey E Petracco V Murphy	N Cunningham
East Kurrajong P Rutter K McKenzie	S Romano T McBurney L Brown J Muscat R Griffiths M McKinley R Purtell	P Rutter L Brown
Ebenezer D Mitchell J Hawkins	A Hupalo R Daniels P Kingcott K Thorn	D Mitchell

Brigade Captain/ Senior Deputy Captain	**Deputy Captain**	**Permit Issuing Officer**
Freemans Reach M Flaherty B Earle	O Earle C Bateson C Vesley K Robinson A Chapo	M Flaherty
Glossodia S McLoughlin B Groughan	J Peters T Tsourvakas C Tsourvakas M Lehane M Jones C Anderson J Hammerlok	S McLoughlin
Grose Vale A Cox P Dillon	L Duffy K Clewett L Bowyer S Humphreys P Coffill S Shepherd W Dillon G Corbett M Wilson M Steven J Owen	L Duffy R Turner
Grose Wold D Tandy S Killen	J Heath P Davies M Brown R Colbran	R Colbran
Headquarters D Ryan J McCarthy	P Humphrey L Worboyes M O’Connell J Garland B Vilnis S Pogoruitschnig M Mulvey C Heffernan R Miller G King	

Brigade Captain/ Senior Deputy Captain	**Deputy Captain**	**Permit Issuing Officer**
Kurrajong P Jones A Curtin	K Jones J Marshall R Duffy D King D Buckett J Hawkins T Buckett L Lane G Brierley	P Jones A Curtin
Kurrajong Heights B Williams R Lewis	R Scott W Pennell P Hurst A Jones D Webster A Waterhouse G Smith S McMillan	B Williams R Lewis R Scott
Lower Macdonald L White B Martin	P Bice I Gill T Rees S Moore	L White
Lower Portland B Cartwright K Anderson	G Jones K Bradley C Longworth L O'Carroll R Jones	B Cartwright K Anderson
Mountain Lagoon D Dutch R Bean	P Clarke B Dutch F Witte H Walter R De Iongh	D Dutch R Bean

Brigade Captain/ Senior Deputy Captain	Deputy Captain	Permit Issuing Officer
Oakville P Speet R Hobbs	D Powe K Thomas I Nicolson P Powe R Turnbull P Hession M Reay M Lieben L Morgan G Hession W Reinhardt M Rock G Thompson S Powe I Irons R Powe N Jeanneret A Rutter S Taylor	P Speet R Hobbs
St Albans G Bailey P Gibb	P Hunt G Jones N Falconer E Michaels-Hardy B Sendt	G Bailey P Gibb
Tennyson D Petrikas C Petrikas	A Emmanuel T Misdom G Coleman S King B Plummer J Cameron P Ropa	T Misdom
Upper Colo D Stone M Ward	G Bruce R Ward B Wood C Atkinson K Cox	D Stone M Ward

Brigade Captain/ Senior Deputy Captain	Deputy Captain	Permit Issuing Officer
Wilberforce M Scholz A Martin	A Henderson R Pogoruitschnig G Ryan J Brown S Barlow R Spiteri A Gray K Bowers W Kelly	M Scholz A Martin
Yarramundi K Pullen K Ford	C Dorrough A Green E Cameron C Ellison	K Pullen K Ford
Windsor & Richmond Fire Districts		P Speet D Tandy D Ryan

RECOMMENDATION:

That the information regarding Officers for the Bush Fire Season 1998/99 be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 16 Oooo

ITEM: 17 **Reports Requested by Council - Status as at 11 August, 1998**

FILE NUMBER: GC280/005 PT03/GMA/ORH11NCX.G16

REPORT:

10 Dec 1996	Walking Trail DAS&R	Between Windsor Downs and Bligh Park and traffic facilities at intersection Sanctuary Drive and Richmond/Blacktown Roads including funding.	Following finalisation of traffic facilities.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 17 Oooo

ITEM: 18 **Windsor Downs Nature Reserve - Draft Plan of Management**

FILE NUMBER: GP010/001/ENG/ORH11NCX.E07

REPORT:

A draft Plan of Management for Windsor Downs, Castlereagh, and Agnes Banks Nature Reserves has been prepared by NSW National Parks and Wildlife Service (NPWS). Windsor Downs Nature Reserve is the only one that occurs within the Hawkesbury LGA, with Castlereagh and Agnes Banks Nature Reserves located in the Penrith LGA.

The draft Plan of Management is on public exhibition until 14 September, 1998. Copies of the plan are available for public review at local NPWS offices and Council's enquiries counter.

A response to the draft Plan of Management is currently being prepared and will be reported to Council at its meeting on 8 September, 1998.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 18 Oooo

ITEM: 19 **Wallace Road, Vineyard - Linemarking**

FILE NUMBER: 2331/R Pt2/ENG/ORH11NCX.E18

REPORT:

Included in the minutes of the Local Traffic Committee meeting being reported to this meeting are a number of recommendations in relation to representations made by a resident of Wallace Road concerning the volume and speed of vehicles using the road and also the number of heavy vehicles.

As part of the recommendations it is proposed to place edge line and barrier line marking the full length of Wallace Road. The reason for the proposed edge and barrier markings is to create an environment which encourages drivers to recognise the need to drive in an “appropriate manner”. The linemarkings are an accepted method by which a perceived road narrowing occurs which encourages drivers to slow down or be more aware of the road environment in which they are driving.

The local resident Mrs Jody Sherry, having been informed of the recommendations of the Local Traffic Committee, states that she is acting on behalf of the residents of Wallace Road and expresses opposition to the introduction of the linemarking within the road. She states “that ‘linemarking’ will provide no solution whatsoever to the existing problem and that it is a form of upgrading and will enhance the road’s appearance to that of a major road rather than retaining the minor road status it has at present.” Mrs Sherry requested that Council be informed of the objection to the linemarking when considering the report of the Local Traffic Committee and also requested that the committee reconsider the option of a 3 tonne load limit being implemented in Wallace Road and consideration of the closure of the rail crossing at Level Crossing Road.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 19 Oooo

ITEM: 20 **Independent Pricing and Regulatory Tribunal**

FILE NUMBER: GE010/003 Pt3/ENG/ORH11NCX.E22

REPORT:

In July 1997 the Independent Pricing and Regulatory Tribunal capped the pricing of street lighting services for 1997/98 pending a more detailed review. This determination resulted in an average 22% reduction in Integral charging schedules and this was reflected in Council's Budget.

Following on from this interim determination, IPART commissioned Coopers and Lybrand and Worley Consultants to undertake a review of and provide recommendations for the appropriate approach to be adopted in costing of street lighting services. The consultants issued their report in March 1998 with wide-ranging recommendations, many of which require further deliberation by the Tribunal, customer Councils and the Electricity Distributors, before the Tribunal makes its decision.

The Tribunal intends to hold a public hearing on 20 August 1998 to further the enquiry. Following this public hearing, the Tribunal will be making a determination on street lighting charges for 1998/99.

In the meantime, Integral Energy has advised that it has agreed to continue with the current price cap until a determination is made or 30 June 1999, whichever occurs first.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 20 Oooo

ITEM: 21 **Lot 32 DP753828 Webbs Creek, Wisemans Ferry - The Grove**

FILE NUMBER: P2307/0180/EVD/ORH11NCX.V17

PREVIOUS ITEM: 122, Ordinary (09.12.1997)

REPORT:

At the Ordinary Meeting held on 9 December, 1997 Council resolved to take legal action to restrain the camping activities and meditation retreats at "The Grove", 718 Webbs Creek Road, Wisemans Ferry. The matter was referred to Council's solicitors, Abbott Tout, who commenced Class 4 proceedings in the Land and Environment Court.

The respondent agreed to mediation, and on 18 June, 1998 the mediation took place between the owners of the property, Council officers and legal representatives. The Assistant Registrar of the Court was the mediator.

It was apparent at the mediation that the owners of the property still wish to pursue some form of development approval for a range of activities on the property. The parties agreed to settle the matter by consent orders issued by the Court on 18 June, 1998. Attached for information is a copy of the Court Orders.

Copies of the Orders have also been forwarded to the previous objectors. Any development application received will be reported to Council for determination.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

AT-1 Court Orders of 18 June, 1998

oooO END OF ITEM 21 Oooo

ITEM: 22 **Proposed Mushroom Substrate Production Facility - Lot 191 DP751656, Putt Road, Blaxlands Ridge**

FILE NUMBER: DA170/98/EVD/ORH11NCX.V19

REPORT:

Council has received a designated development application for a mushroom substrate production facility at Lot 191 DP Putty Road, Blaxlands Ridge. The application was received prior to 1 July 1998 therefore the provisions of the Environmental Planning and Assessment Act and Regulations in effect prior to 1 July 1998 apply to this application.

The applicant is ELF Farm Supplies Pty Ltd and the development application is accompanied by an Environmental Impact Statement prepared by Perram & Partners, Planning and Environmental consultants.

The proposal includes:

- levelling an area of approximately 4.1ha for the development site
- erecting buildings for materials storage, workshops and office/amenities
- installation and operation of plant and equipment for composting of raw materials to create mushroom substrate
- construction of a 50m access road from Putty/Singleton Road
- construction of a caretakers residence

Mushroom substrate is a rich organic material produced through a composting process and comprises raw materials including straw, cotton seed hulls, cotton seed meal, poultry manure, dry stable bedding, gypsum and water. The maximum output of the facility is 750 tonnes per week of mushroom substrate.

The proposed activity is a “potentially offensive industry” as defined by State Environmental Planning Policy Number 33.

Council will recall that on 18 November 1997 a Special Meeting of Council was held to discuss a draft Local Environmental Plan (LEP18/96) which aimed to permit mushroom composting on the subject property.

The resolution of Council was:

1. *Council invite the applicant for the proposed mushroom composting facility, the subject of the draft local environmental plan, to submit a development application and environmental impact statement for the development of the site.*

2. Upon submission of the development application with the environmental impact statement, that Council immediately advertise the application for comment in accordance with the requirements of the Environmental Planning & Assessment Act.

3. Following the exhibition of the development application and environmental impact statement that the Independent Commissioners of Inquiry hold a public inquiry into both the draft local environmental plan and the development application and to make appropriate recommendations to Council in relation to both. The Commission of Inquiry would be funded by Council as an assessment of the draft local environmental plan and development application.

4. Council acknowledge the importance of mushroom composting and mushroom growing to the economy of the City of Hawkesbury. Hawkesbury City Council also states its support for the tourism industry especially the potential for ecotourism and other like industries, acknowledges the environmental significance of National Parks and the rights of individuals. That Council indicate to the applicant that approval for the draft local environmental plan and development application will be conditional upon there being no odour nuisance at the closest residence not associated with the development nor any potential for contaminated runoff from the site.

The development application and supporting Environmental Impact Statement will be on exhibition from Thursday 6 August to Monday 7 September 1998.

Land owners within a 3km radius of the site and all persons who made a submission to the draft LEP to permit the activity have been notified in accordance with the provisions of the Act.

The development application and EIS has been referred to the Roads and Traffic Authority, Hawkesbury-Nepean Catchment Management Trust, Environmental Protection Authority, National Parks and Wildlife Services, Department of Agriculture, Department of Land and Water Conservation, and NSW Health for comment.

We have had preliminary discussions with support staff to the Commissioners of Inquiry. The advise that a date for the Inquiry will be set once the public exhibition period is finished and submissions received. The Inquiry has its own advertising and notification process separate to that which is currently underway for the development application.

The Commissioners of Inquiry undertake the advertising and running of the inquiry. The inquiry will be held within the local government area at a venue to be announced and it is anticipated that the applicant, objectors, Council staff, and relevant government agencies will appear before the Commissioner. Once the inquiry has been completed, the Commissioner will then prepare a report for Council.

The Commission’s report will then be reported to Council along with our assessment of the proposal for determination of the application.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 22 Oooo

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The Friends of the Hawkesbury Art Collection Inc. - 2 July 1998

Present:

Clr Rex Stubbs, Margaret Ginnings, Brian Jones, Greg Hansell, Sheila Sharp, Clare Luland, Enid Colquhoun, Laurie Wood, Beryl Wells, Prue Charlton.

Apologies

Bill Wells

Accepted on the motion of Laurie Wood, seconded Sheila Sharp.

Previous Minutes

adopted with the following corrections:

"Apologies:... and Laurie Wood" on the motion of Brian Jones, seconded Sheila Sharp.

Business Arising

1. **Great Inspirations.** A notable person is required to perform the official opening.
   Further Action: Rex agreed to officiate, should Henry VIII not be available.

2. **Lecture on Colonial Art** by Dr Garry Darby, Windsor Golf Club 23 July 6.45pm for 7pm. Fifty bookings are required in order to break even.
   Further Action: It was agreed the lecture is sufficiently important to proceed even if those numbers are not achieved. Prue offered to print tickets and send them out.

3. **Donations - Wilbow quilts**

   Prue reported sending the letter and inclusions provided by Greg Hansell to Mrs Hedges, offering assurances of safe transit and storage. Greg reported that a "sister" quilt has been on display at the National Gallery of Australia in Canberra, and will be featured in a forthcoming book.
   *Further Action:*It was agreed both catalogue and book should be bought for the FOHAC library.

4. **Regional Gallery**.

   Clr Stubbs reported on moves to build a performing arts centre at UWS-Hawkesbury, with provision for artists in residence and a small gallery/retail outlet for the work produced. The City Art Collection could possibly be displayed temporarily, but not permanently, in such a facility. Some members reported attending the Historical Society meeting at which Mayor Calvert spoke about plans for the old hospital. Those plans include consideration of a combined library/art gallery facility. A wide-ranging discussion followed, with support shown for the former Macquarie Towns Acquisitive Art Exhbition, organised by Ellen Manning. Prue explained that significant changes have occurred in Council's cultural program, with a wide variety of events replacing that exhibition. Prue reminded the committee of her previous suggestion that members consider the association's Objects, with a view to re-defining their purpose now that the acquisitive has been cancelled. Prue further reminded the committee that the role of Executive Officer is one of administrative support, and asked that members adopt a realistic view of the means and extent to which the officer can assist the committee, particularly when its objects are so ill-defined. Clr Stubbs spoke of the number of other groups and events now being assisted by Prue, and moved a vote of appreciation. Margaret Ginnings seconded the motion, referring to the amount of work involved in producing the monthly newsletter, as well as various other administrative tasks. The motion was carried.

5. **Clint Exhibition**.

Prue reported that Council's insurance can be exteneded to cover the items concerned, and asked Brian to provide a list of titles and approximate values in order to put the extended cover into effect. Prue also reported that the plaque agreed to at the last meeting can be arranged for approximately $250.00 and that this could be done at no cost to the committee, if the committee could let Prue know what is the required text. Rex reported having approached the Gazette re sponsorship; a formal reply is expected before the next meeting. Brian reported that framing of the works to be exhibited is now underway, and that discussions have been held with the Independent re having a competition to identify some of the sites featured in the paintings. Brian repeated his request for helpers to serve lunch and assist with the official opening function at 2.30pm. Laurie, Margaret, Enid, Greg, Beryl and Clare all volunteered. Enid reported that Carmen Galea would also be pleased to assist.
Further Action:

6. **Youth Art Exchange**.

Further Action: Prue reported that 1999 is the year of the Cultural Olympiad themed "Australia To The World", and that the letter to local schools is underway.

7. **Community Heritage Grants**

Further Action: It was resolved on the motion of Enid to postpone till next year an application under this scheme, which is designed to assist with the preservation of collections of "major significance".

8. **Ferry trip**

Enid reported that the Lady Hopetoun has been booked for a Xmas function on Sunday 29 November. The ferry can take a maximum of twenty-seven passengers. The cost is $700.00; a 10% deposit is requred by 16 October to confirm the booking. It was agreed that tickets be sold for $35 (members) and $40 (non-members). Those attending are invited to bring their own picnic lunch including wine if so desired. Hot water is available on board for tea & coffee.

Correspondence

IN: Light & Shade (MTAS newsletter)
OUT: Mrs Joyce Hedges

Treasurer's Report

General A/C $726.57 (+ uncredited cheques $180 = $906.57)
Donations $194.40
TD (i) $5704.91 (reinvested 11/6/98 for 179 days)
TD (ii) $5096.82 (re-invested 2/7/98 on 30-day rollover)
ADOPTED on the motion of Brian Jones, seconded Enid Colquhoun.

Membership

RESOLVED on the motion of Clr Stubbs, seconded Stephen Doggett, that Mrs Judy Newland be accepted as a Life Member.

Members were reminded that annual memberships are now due for renewal and that members must be financial to vote at the AGM.

General Business

1. Henry Edgecombe

Enid showed a selection of works by Henry Edgecombe (1881 - 1954).
RESOLVED on the motion of Brian, seconded Sheila, that Enid look at the possibility of acquiring these works for the association.

The meeting closed at 9.15 pm

Next Meeting: Thursday 6 August at 7.30pm (Annual General Meeting)

oooO END OF REPORT Oooo

Heritage Advisory Committee - 9 July 1998

Minutes of the Heritage Advisory Committee held on Thursday 9 July 1998, commencing at 6.00pm.

PRESENT: Ms J Barkley-Jack, Mr G Edds, Professor I Jack, Mr B Flakelar, Mr P Pleffer, Ms Jyoti Somerville.

Ms Jan Barkley-Jack was elected chairperson for this meeting.

1. APOLOGIES: Councillor T Books, Mr A Hendrikson, Mr M Hatherly, Mr C Grinter.

2. CONFIRMATION OF MINUTES

The minutes of the previous meeting held on Wednesday 11 June 1998 were adopted subject to the following amendments:

a. Item 5 Windsor Streetscape Study - the second last sentence should be "Comments from the Heritage Advisor and Heritage Advisory Committee will form the basis of the report and area to be included in the proposed conservation area."

b. Item 6 Proposed Bus Shelter at Richmond Railway Station - Jyoti Somerville's comments regarding the proposed bus shelter and inspection are to included in the minutes.

c. Items for Adoption 1- the word "satisfactorily" is to be inserted after the word "have"

3. BUSINESS ARISING OUT OF PREVIOUS MINUTES

3.1 Proposed sewerage pumping facility electrical box at Thompson Square

The Committee was advised that Council's Assets and Recreation Division had been advised that the area in which the electrical box is proposed is within the Thompson Square Conservation area and that any development requires the approval of the Heritage Council under Section 60 of the Heritage Act 1977. The Assets and Recreation Division were also made aware of the relics provisions of the Heritage Act 1977 and that relics are known to be located in this area.

3.2 Thomson Square alfresco dining area

The Committee notes that the Heritage Office approval under Section 60 of the Heritage Act 1997 for the dining area expired on 31 October 1997. The Committee requested a further report about the future of the dining structure to the next meeting taking into consideration that the concept of the outdoor dining area should be supported as well as being sympathetically integrated into Thompson Square.

3.3 “Lilburndale” 403 West Portland Road, Lower Portland - loan to Mr Horace Irwin

Philip Pleffer advised that he would be meeting with Mr Irwin’s Power of Attorney, Mr Warwick Thompson within the next 7 days to discuss repaying the loan.

3.4 St Matthews Church, Moses Street, Windsor - Development Application for paved forecourt area

Philip Pleffer advised that the Council had received a copy of the Section 60 approval from the Heritage Office and that Jyoti Somerville had provided comments. It is expected that the application will be determined shortly.

4. CORRESPONDENCE

Nil

5. HERITAGE ADVISOR INSPECTION/REFERRAL UPDATE

Jyoti Somerville discussed some of her recent inspections and restoration advice given to owners and development/building application advice given to Council. A general discussion was held about how Council publicises the heritage advisory service and notifies owners that their property is heritage listed. Philip Pleffer advised that owners are generally made aware at the time of purchase under the provisions of the Section 149 Certificate issued by Council. Owners are also made aware that their property is heritage listed via letters sent to them inviting applications for funding under the Local Heritage Assistance Fund. Philip Pleffer also advised that in the course of answering counter and telephone enquiries relating to heritage matters people are made aware of Council’s advisory service. Jyoti discussed some recent seminars she had held at other Council for developers, owners and tradespeople covering a range of heritage issues. The Committee considered similar seminars would be of value for developers, owners and tradespeople in the Hawkesbury area.

Jyoti highlighted one recent site visit which was an application to demolish a two storey slab barn at Sackville. Jyoti discussed that importance of retaining such barns that exist throughout the City whether or not they were formally protected as a heritage item under the Hawkesbury LEP 1989.

The Committee discussed the unique nature and characteristics of the slab barns in the City and noted that there would be some barns in the City that were not formally protected by Hawkesbury LEP1989. The Committee further noted that this was a particular failing of Council’s current heritage study/inventory.

The Committee considered that the subject barn was of high local heritage significance which met the Heritage Office’s criteria of historic, social, aesthetic and scientific significance. The Committee agreed with Jyoti’s recommendation that the barn be retained.

Also discussed were situations where buildings which are not listed as heritage items under Hawkesbury LEP 1989 but could potentially have historic significance are subject to a demolition application. The Committee recommended that Council require that all applications for demolition be accompanied by a photograph to assist Council officers in determining the application.

6. <u>WINDSOR STREET SCAPE STUDY</u>

A map showing all heritage items under Hawkesbury LEP 1989 within the Windsor town centre was tabled. The Committee discussed the importance of defining an appropriate area to study. Copies of the maps are to be distributed to all Committee members prior to the next meeting and if possible members are to aware of *The Hawkesbury : A Structural History* by Helen Proudfoot which was prepared as part of the Heritage Study for the Hawkesbury Shire Council 1987.

The map and structural history are to be discussed at the next meeting with the aim being to define a suitable study area.

7. <u>LOCAL HERITAGE ASSISTANCE FUND UPDATE</u>

Philip Pleffer advised that once the end of financial year adjustments have been made funds in the Heritage Reserve will total $24,327. Mr Iwrin's $16,000 loan is outstanding and no advise has been received as yet from the Heritage Office regarding the grant applications made earlier this year for the continuation of Council's heritage advisory service, the local heritage assistance fund and heritage study.

8. <u>WILBERFORCE SCHOOL OF ARTS</u>

Jan Barkley-Jack advised that a meeting was held on 8 July 1998 at the hall with approximately 70 people in attendance. The recommendation of the citizens and action group was that the hall not be demolished. The matter is to be considered by the Council at the Ordinary Meeting on 14 July 1998.

9. <u>GENERAL BUSINESS</u>

9.1 <u>205 Macquarie Street, South Windsor</u>

Jan Barkley-Jack advised that the cottage on this property pre dated the railway (1861) and was the most southerly cottage of the original town. Jan stated that an adjoining property was recently sold and approval had been issued to for demolition of a dwelling on that land. Jan expressed concern that a similar demolition application may be lodged for this cottage.

9.2 <u>Restoration works to Windsor Court House</u>

Graham Edds advised that the restoration works to the Court house had revealed that the original finish of the external walls was a coloured lime wash and that the Attorneys General department had plans to return the Court house to this original finish.

8. NEXT MEETING

The next meeting of the Heritage Advisory Committee will be held on Thursday 13 August 1998.

Meeting closed at 9.00pm.

ITEM FOR ADOPTION

1. That all applications for demolition be accompanied by a photograph.

oooO END OF REPORT Oooo

Local Traffic Committee - 17 July 1998

PRESENT:	Councillor R Searle (Chairman)	
	The Hon K Rozzoli (MP)	
	Sen Const J Dobija	- NSW Police Service
	Mr D Lamont	- Roads and Traffic Authority
APOLOGIES:	Mr S Wilkinson	- Department of Transport
	Mr J Christie	- Officer of Mr P Gibson, MP
ALSO PRESENT:	Mr C Daley	- Director of Asset Services and Recreation
	Mr T Shepherd	- Administrative Officer, Asset Services and Recreation

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1. **GENERAL BUSINESS**

The Chairman introduced Ms M Martin, Hawkesbury Gazette, who had been invited to attend this meeting to observe the operations of the Committee.

2. **MINUTES**

2.1 Minutes of the meeting held on 19 June, 1998 were confirmed.

3. **CORRESPONDENCE**

3.1 ***McGrath Road, McGraths Hill - Traffic Conditions - S Gibbs (GT230/002 PT6)***

Requesting a light load limit restriction to prevent the increasing number of heavy vehicles passing through the McGraths Hill residential area presumably to circumvent traffic signals at the intersection of Windsor and Pitt Town Roads.

Report

(a) Traffic counts undertaken during 27 June 1998 - 3 July 1998 on McGrath Road revealed:

	Total No of Vehicle Movements	**Number of Heavy Vehicles**
Northbound	11,920	632 (5.3%)
Southbound	11,845	590 (5%)
	23,765	1,222

(b) A speeding problem appears to exist

Recommendation

That further traffic counts be undertaken at this location approximately one (1) month after completion of roadworks at the intersection of Windsor and Pitt Town Roads, McGraths Hill to gauge the effect of those completed works on traffic patterns.

4. **REPORTS**

4.1 ***Wallace Road, Vineyard - Traffic Conditions - Mrs J Sherry, 2331/R PT2***

(a) Traffic counts attached; in summary:

(i) Average daily traffic movement of 1,746 vehicles of which 125 could be classified as heavy vehicles ranging from car/trailer to multi-axle trucks;

(ii) Speeding problem exists.

(b) Traffic volumes may be attributable to motorists diverting off Windsor Road in PM peak period as well as Wallace Road being a connecting road between the Riverstone and Mulgrave industrial areas.

(c) Speed limit is 60 kph.

Recommendation

That:

1. The NSW Police Service be requested to include Wallace Road as part of its routine patrols;

2. Edge line and barrier line marking be installed the full length of Wallace Road;

3. A load limit not be placed on Wallace Road at this stage;

4. Discussions be initiated with Blacktown City Council for joint resolution of localised traffic management issues; and

5. A progress report regarding installation of traffic signals at the intersection of Groves Avenue and Windsor Road, be submitted to the next meeting.

4.2 ***Tennyson Road, Tennyson - Traffic Conditions - NSW Police Service - 2002/R PT2***

The committee at its March meeting requested that an investigation be undertaken of the road geometry in Tennyson Road in the vicinity of Valley Way following advice from Sgt G Thompson of a recent motor vehicle accident in that area.

The investigation found that the average pavement width is 5.6 metres, with a travelling surface comprised of a 2 coat bitumen seal which was observed to be in good condition. No surface deformation of the pavement was apparent which suggests that the pavement is in good condition. No widening is provided through the developed horizontal curve. The longitudinal profile follows the line of a gentle convex or crest vertical curve through its full length. Superelevation is well developed through the full length horizontal curve which was found to consist of a complex compound curve comprised of three distinct circular elements. The curve consists of three radii being 160 metres, 70 metres and 125 metres.

The Austroads Design Manual 1993 outlines a speed environment in hilly terrain for curve of radius less than 75 metres at 75 kph and curves of 75-300 metres at 85 kph which is consistent with the regulatory speed limit of 80 kph currently in place.

It is considered that due to the horizontal and vertical alignment which exists between Valley Way and East Kurrajong Road intersection with Tennyson Road that consideration should be given to reducing the regulatory limit from 80 kph to 60 kph throughout this length. This would include the section of Tennyson Road which crosses the Howes Creek Causeway.

Recommendation

1. That existing advisory signage be upgraded.

2. Additional Chevron signage be erected as necessary, as well as reduce speed signage; and

3. That a progress report on works already undertaken be submitted to the next meeting.

4.3 ***Windsor Street, Richmond - Community Bus Parking - Hawkesbury City Council, 2343/R Pt5***

The Committee, at its meeting held on 17 April 1998 resolved to defer further consideration of the provision of community bus parking on Windsor Street, Richmond pending receipt of advice from the NSW Police Service as to the legality of a combined taxi stand and community bus drop off/pick up point as well as clarification as to the minimum statutory distance “No Stopping” zone on the approach side to a pedestrian crossing.

Report

(a) the NSW Police service has orally advised that the proposed signage would be illegal;

(b) under Australian Standard 1742.10 1990 the length of “No Stopping” zones on the approach side to a pedestrian crossing is as follows:

i) Minimum - 9 metres
ii) Desirable - 12 metres
iii) At a school - 18 metres

(c) The NSW Taxi Council has objected to any loss of the taxi rank as has the Chamber of Commerce to any loss of parking;

(d) A recent inspection reveals that a “Loading Zone” exists immediately adjacent to Magnolia Mall; provision of a Community Bus drop off/pick up at this location would provide the same facility as previously existed at the entrance to Coles Department store.

Recommendation

That “Loading Zone - Community Bus Drop Off/Pick Up Excepted” be established within the existing Loading Zone, west of the entrance to Magnolia Mall in the Council car park.

Mr Stephen Enders, Town Planning Co-Ordinator, joined the meeting at this stage.

4.4 ***181 Windsor Street, Richmond - Australia Post Shop - Gray Puksand Architects DA155/98***

Development Application for refurbishment of an existing premises to provide an Australia Post Shop and seeking:

1 kerb-side pillar box;

2 provision of “No Standing” - Australia Post Vehicles Excepted” adjacent to that pillar box.

Report

1 Parking within the Richmond commercial centre is at a premium;

2 Ample on-site parking is available at the rear of the premises for Australia Post vehicles, with access off Woodhills car-park;

3 The mail pillar box could be built into the facade of the premises;

4 Arrangements outlined at 2 & 3 above appear to operate successfully at Windsor Post Office.

Recommendation

That the application not be supported and the applicant be requested to provide on-site parking for Australia Post vehicles and the mail box be built into the facade of the premises.

4.5 ***190 Macquarie Street, Windsor - Extensions to an existing Church - Hawkesbury Christian Centre, DA151/98***

Development application to extend the Hawkesbury Christian Centre located at 190 Macquarie Street. To meet the needs of the growing congregation, it is proposed to expand the centre in stages, with stage 1 to provide a seating capacity in the auditorium of 530 seats, with stage 2 taking the capacity to 750 seats. The expansion will take place on the land to the south of the existing building, in Brabyn Street.

As the proposal requires provision of 75 car parking spaces the application is referred to Council's Local Traffic Committee for comment.

Recommendation

1. That the western driveway, as depicted on the plan dated 10 February, 1998 submitted by the applicant, be deleted;

2. All ingress/egress be confined to the eastern driveway, which is to be widened if necessary, as depicted on the plan dated 10 February, 1998 submitted by the applicant; and

3. The applicant be advised of the Committee's concern at the lack of circular traffic flow within the proposed car park, which should be addressed by the applicant.

Mr Enders retired from the meeting at this stage.

5. QUESTIONS WITHOUT NOTICE

Mr D Lamont

5.1 Advised that a 60kph School Zone is to be installed on Comleroy Road, Kurrajong adjacent to Hawkesbury Independent School.

Recommendation

That the information be received.

Councillor R Searle

5.2 Advised of missing/incomplete signage at the intersection of Saunders/Old Pitt Town Roads, Oakville.

Recommendation

That all signage at that location be checked and replaced as necessary.

5.3 Enquired as to progress regarding widening and line-marking on College Street, Richmond.

Mr C Daley advised that works were scheduled for commencement during the week beginning 20 July, 1998.

Recommendation

That the information be received.

5.4 Advised of representations received regarding excessive noise generated by exhaust brakes as heavy vehicles halt at traffic signals located at Drummond/Macquarie Streets, Richmond.

Mr D Lamont advised that it was not appropriate to erect signage discouraging use of exhaust brakes at intersections.

Recommendation

That no further action be taken in respect of this matter.

5.5 Advised of increased incidence of heavy vehicles failing to stop when exiting the treatment ponds and joining the main carriageway of Packer Road, East Kurrajong.

Recommendation

That this matter be taken up with the contractor and that appropriate regulatory signs be erected within the gates to the treatment ponds.

5.6 Advised of vehicles failing to stop when exiting Hanckell Road, Oakville onto Old Pitt Town Road.

Recommendation

To defer further consideration of this matter to the next meeting pending submission of a report.

5.7 Advised that extensions to Coles Department Store, Richmond and associated specialty stores will open on 25 July, 1998 and traffic flow problems could be anticipated following the opening also concern of residents in regard to development on the western end of Francis Street..

Recommendation

Upon expiration of three (3) months from the date of opening, that a traffic study be undertaken to identify any traffic management problems generated by the development.

6. **GENERAL BUSINESS**

The Chairman invited Ms M Martin to raise issues that had been brought to the attention of the Hawkesbury Gazette and general discussion ensued regarding the following matters:

(a) intersection of Grose Vale and Bells Line of Road, North Richmond and other aspects arising from the North Richmond Traffic Study;

(b) intersection of Sanctuary Drive and Blacktown- Richmond Road;

(c) the intersection of Rifle Range Road and George Street as well as Colonial Drive and George Street; and

(d) the intersection of Freemans Reach Road and Wilberforce Road.

7. **NEXT MEETING**

The next meeting of the Committee will be held at 10.00am, 21 August, 1998.

The meeting terminated at 11.40am.

oooO END OF REPORT Oooo

Youth Strategic Plan - 23 July 1998

PRESENT: Clr Stubbs, Ms N Ambesi, Ms M Peterson, Ms B Ellis, Ms D Aspinall, Mr S Perry, Ms T Rhimes, Mr D Findlay, Miss M Cutts, Miss P Khalia, Milica Milosevic from Baulkham Hills City Council.

APOLOGIES: Mr M Montgomery

CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on the 28 May 1998 were confirmed by Mr S Perry and seconded by Ms D Aspinall.

BUSINESS ARISING:

1 **Youth Strategic Plan Implementation Officer (YSPI officer)**

Bronwyn Ellis commenced work in the new role of Youth Strategic Plan Implementation Officer, on the 21 July 1998. The committee welcomed new YSPI officer.

2 **Healthy Cities Transport Forum**

A transport co-ordinator submission has been submitted to WSAAS, a need highlighted in the transport forum.

A summary document of the transport forum is available and will be tabled next YSP meeting.

It is envisaged that the project will be managed by a community based committee.

3 **Youth Gazette**

Discussion took place in regards to the Youth Gazette taskforce.
The next meeting will be August 12, where young journalists, Photographers and cartoonists will present their draft work & develop a draft plan.

TASK FORCE REPORTS:

1 **Crime Prevention - Ms M Peterson**

The Safer Community/Crime Prevention report is in the final stages of being developed in it's draft form. The draft document will be submitted to the AGD in the beginning of August for their approval.

2. **Health Task Force- Ms T Rhimes**

A review of the YSP- Health strategies has commenced by the Health task Force. They have commenced reviewing the recommendations which are being developed. It was high lighted that there are some real gaps in the terms of what is actually happening in the community and within schools.

It was suggested that the support programs, supporting school absentee's should be addressed by the Directorate of School Education and not by external youth health teams for example. It was decided that the YSP committee develop a better understanding of the current procedures within schools to meet the needs of school absentee's.

Discussion took place in regards to the 24 hr Kids help line. It was decided a letter of support from the YSP committee will be forwarded to the local members of parliament.

3. **Transport and Motor Vehicle Prevention - Ms D Aspinall**

An evaluation of the youth Transport Project has commenced in accordance with WSAAS funding. Police reports have indicated a downward trend in crime since the project has been established. Procedures and protocols are currently being developed for drivers, police, ambulance and the process of incident reporting.

The Hawkesbury Road Safety project will be presented at the National Conference for Road Safety. Youth representative on the steering committee Myra Cutts has been invited to participate in the presentation in her position as Hawkesbury youth of the year.

4. **Venues & Activities- Mr S Perry**

A Dance party was held on the eve of school holidays commencing. The event was specifically a DJ event with no bands. A shuttle service from the show to Richmond and Windsor ran successfully. A youth events group of approximately 12 young people between the ages of 12 to 18 were heavily involved with the organisation of the event.

The new Windsor High School Hall was discussed as a possible venue for future events.
A committee has been developed in Wilberforce to look at the possible development of a Skate park in the area. There is a review of funding possibilities, need's, and usage is occurring at present.

5. **Homelessness - Mr D Findlay**

It was noted that the Hawkesbury has limited beds for young people in crisis. It was also discussed that there is a need for a clearer direction of referral procedures and support services for youth counselling, family reconciliation and mediation.

The Homelessness committee will be outreaching into schools and community groups.

There are major gaps for young women's accommodation services, particularly 13 year old. It was suggested that a homelessness audit occur. It was also suggested that the YSPI officer attend that Future Need's of Youth Committee and report on both. It was discussed that resources in the community need to be matched, ie. Church groups.

The Prime ministers report on homelessness was tabled.

General Business

1 YSP attendance of youth. It was discussed that two of the Youth Gazette page journalists attend the steering committee.

2 The WSAAS evaluation report for the Hawkesbury Youth Transport Project part of the Prevent Motor Vehicle Accidents & Transport task force will be tabled at the next meeting.

NEXT MEETING

There being no further business the meeting concluded at 11:45 am and the next meeting of the steering committee will be held on Thursday 24th September 1998, 10:00am at HCC.

oooO END OF REPORT Oooo

Hawkesbury Sports Council Management Committee Meeting - 24 July 1998

The meeting was declared open at 7.30 pm

Present: D. Bertenshaw, A. Daniel, J. Wellington, D. Thomas-Insch, S. Lowe, C. Eilbeck, L. Circosta.

Also Present: D. Tait & R. Morphett (Staff), G. Banting (HCC), Peter Ridley (BMX), M Siegenthaler (Baseball).

Apologies: J. Peare, G. Bannerman, Clr. L Sheather

Minutes of Previous Meeting:

Resolved on the motion of J. Wellington seconded by A. Daniel
That the minutes of the previous meeting be accepted as a true record.

Business Arising:

Bensons sewer:	Defer to reports.
Richmond Park:	Defer to reports.
Bensons Mowing:	Defer to reports.
Schools:	Defer to reports.
McMahons Park:	L. Circosta advised that they have made no progress with the development plan.

Resolved on the motion of S. Lowe Seconded by J. Wellington
That we suspend standing orders to discuss the Colbee Park BMX proposal.

Colbee Park Proposal:

Three different plans were presented for discussion regarding the proposed BMX track for inclusion in the “Draft Concept Plan”.

Resolved on the motion of S. Lowe seconded by D Thomas-Insch
That Option 1 with the proposed BMX track on the left hand side of lower ground 2 be included in the proposal.

Resolved on the motion of S. Lowe seconded by J. Wellington
That standing orders be resumed.

Finance:

Resolved on the motion of S. Lowe seconded by J. Wellington
That the amended finance report of the 12th June meeting be accepted.

Resolved on the motion of S. Lowe by J. Wellington
That the finance report for this meeting be accepted with notation that outstanding cheque no. 101455 should read Alecia James not Alex James.

Correspondence:

Resolved on the motion of D. Bertenshaw seconded by L. Circosta
That the correspondence items 14453 to 14510 be received as per detailed breakdown provided at meeting and available on request.

Correspondence received from Councillors was read and consideration given to appropriate advertisements was discussed.

Office Report:

Richmond Park:

The fence at Richmond Park has been installed in a different position than agreed between us and HCC. This item will be discussed and an amended irrigation plan presented for our approval.
* Fence has been installed.
* Irrigation plan provided for consideration.
* Request that an inspection of the turf wicket occur prior to turf being laid.
* Response to be provided to Council prior to 5th August.

Resolved on the motion by C. Eilbeck seconded by S. Lowe
That the information be received.

School Hire:

A meeting is to be arranged with Non-Government Schools in the next couple of weeks with the intention of them joining the PSSA. Several schools have indicated their wish to join and the PSSA have advised that they will be happy to let them. A deadline of the 14th August was given for replies so the meeting will probably take place towards the end of August. This should alleviate a lot of problems currently happening with fees etc. The Sub-Committee will be involved and a recommendation
will be presented at a later date.

Resolved on the motion of A. Daniel seconded by D. Thomas-Insch
That the information be received.

Vandalism:

Several minor instances of graffiti, some vehicle damage, major damage to the lights at Bounty Reserve due to the conduit being ripped off the poles (resulting in live wires left on ground) and a major problem with human faeces around Tamplin Field amenities. Woodlands Park is also closed due to the chemical fire in the area and the risk of contamination to the soil. The Health Department are due to advise next Monday if the area is safe to use.

Resolved on the motion by J. Wellington seconded by L. Circosta
That the information be received.

Budget:

Our budget was approved by Hawkesbury City Council and an invoice has been issued to HCC for the amount of $ 473,590 which includes $125,000 for capital works and $31,150 for elect/water costs.

Resolved on the motion of L. Circosta seconded by J. Wellington
That the information be received.

Fees:

Fees proposed by Hawkesbury Sports Council were approved by Hawkesbury City Council through their Management Plan submissions.

Resolved on the motion of S. Lowe seconded by C. Eilbeck
That the information be received.

End of Financial Year:

Our accounts have been finalised and given to H. G. Khouri & Assoc for auditing.

Resolved on the motion of S. Lowe seconded C. Eilbeck
That the information be received and a list of outstanding works be forwarded to Council reconciling available funds and commitments.

Richmond Club 1998 Sportsperson of the Year Awards:

The Chairman and Administrator have been invited to represent the Sports Council at the Richmond Club's 1998 event and an acceptance of the invitation is to be accepted.

Resolved on the motion of A. Daniel seconded by D. Thomas-Insch
That the information be received.

Hodgens mowing contract:

As the contract for the mowing of Bensons Lane Complex expires on the 25th July and the current contractor declined to take up his 2 year option.

Resolved on the motion of S Lowe seconded by J. Wellington
That a letter of appreciation be forwarded to Geoff Hodgen for services rendered and his security bond deposit be refunded.

Section 94:

It was advised that the Section 94 works programme is under review and it was requested that the $63,000 previously allocated for McQuade Park be reinstated as the proposal was to increase the floor space of the under grandstand area.

Resolved on the motion of C. Eilbeck seconded by L. Circosta
That the information be received.

Bensons Sewer:

The committee was advised of the current plan which has been lodged with Sydney Water and a response should be received by the 2nd August.

Resolved on the motion of S. Lowe seconded by J. Wellington
That the Section 94 programme be advised to the Sports Council for community consultation.

Kemsley Downs:

The adopted plan for Kemsley Downs was presented to the meeting incorporating the proposed future sporting fields.

Resolved on the motion of S. Lowe seconded by J. Wellington
That a revised plan be provided and that a second proposed wicket be included on the understanding that when the proposed fields are to be constructed, we accept that the wicket will have to be moved due to the extensive groundworks that will be required for this is to happen.

Rifle Range Road Funds:

It was advised that the contracts are expected to be exchanged in the next few weeks.

Resolved on the motion from C. Eilbeck seconded L. Circosta
That the information be received.

South Windsor Tennis Courts:

It was advised that a letter will be forwarded to the Sports Council and the matter will be considered. The Committee indicated that due to the resources required and time frame of operations that they were not interested in pursuing the proposal.

Resolved on the motion of D. Thomas-Insch seconded by A. Daniel
That the information be received.

Rangers:

It was advised that the proposal is under investigation by Council giving consideration to powers and approval and a report will be provided to the next meeting.

Resolved on the motion of S. Lowe seconded by L. Circosta
That the information be received.

Regional Capital Assistance Grants:

New applications have been called for Regional Capital Assistance Grants which will close on the 28th September. For your information the three main grants in the last round were Penrith $150,000 for a Sports Stadium, Blaxland High School $150,000 for a Multipurpose Centre and Parramatta $150,000 for heating and upgrading of the pool.

Resolved on the motion of J. Wellington seconded by A. Daniel
That the information be received.

Bensons Section 94 Groundworks:

It was advised that the Section 94 works programme is under review and it was requested that the $63,000 previously allocated for McQuade Park be reinstated as this proposal was to increase the floor space of the under grandstand area.

Resolved on the motion of S. Lowe seconded by J. Wellington
That the Section 94 programme be advised to the Sports Council for community consultation.

Hawkesbury City Netball:

The Committee was informed that the Hawkesbury City Netball Association were concerned with the recently imposed fee structure relating to consumable items. Whilst no formal advice has been received it appears that their continued use of the Hawkesbury Indoor Centre is at risk.

Resolved on the motion of S. Lowe seconded by C. Eilbeck
That a meeting be organised with the Netball Association to clearly set out the adopted fee structure position which is a fee to the registered player, not to the Association.

GENERAL BUSINESS:

b) **Bensons Mowing Contract:**

Tenders were called and by the closing date of 2 pm on the 30th June, the following were received.

1.	Perfection Landscaping.	$ 72,010
2.	Cleetondale.	$ 40,812
3.	Jeff Martin Property Maintenance.	$ 53,000
4.	That's One Property Maintenance.	$ 34,694
5.	M & J Mowing.	$ 69,426
6.	Hayes Lawn Maintenance.	$ 65,000
7.	P & S Wilkinson.	$ 39,900
8.	Pete's Lawn & Garden Service.	$ 53,960

An additional tender from Mutual Landscapes could not be accepted as it arrived after the closing time.

Present at the time of opening were, D. Thomas-Insch, Anne-Maree Lodge, Carl Eilbeck and D Tait.

On Wednesday evening, 1st July a meeting attended by D. Bertenshaw, Lowe, D. Thomas-Insch and D. Tait, short listed the applications and an interview was requested with three contractors, Cleetondale, Jeff Martin and Pete's Mowing. The three highest tender prices were discounted due to being over our budget limit and the details of the lower tenders were clarified and were not recommended in that the tender was either withdrawn due to lack of understanding of the extent of the contract, or the tender did not in the opinion of the committee satisfy our requirements considering available resources, references, flexibility etc.

The interviews were held on Wednesday 8th July with D. Bertenshaw, S. Lowe and D. Thomas-Insch. As our Sporting and Recreation Fields are extremely important to us, the applicants were assessed on various criteria including but not limited to, price, available staff and resources, back up support, equipment, experience in recreational mowing and general terms detailed in the specification and the unanimous opinion of the committee was that "The tender submitted by Pete's Lawn & Garden Service P/L., in the amount of $53,960 was the most appropriate to meet our requirements.

This recommendation was forwarded to Hawkesbury City Council on Monday 9th July, and on Tuesday 14th July they resolved as follows:

"That Council support the recommendation of the Hawkesbury Sports Council Inc. to accept the tender from Pete's Lawn & Garden Services Pty Ltd, in the amount of $53,960 (fifty three thousand, nine hundred and sixty dollars) commencing 3rd August, 1998 for a period of two years with an option of three years, and variation each year in accordance with the consumer price index for the Sydney Region."

Resolved on the motion from A. Daniel seconded by J Wellington
That the Executive recommendation be validated and the Sports Council Company Seal be affixed to the agreement on Monday 27th July, 1998.

Funding Applications:

It was advised that a request from the Hawkesbury Baseball Club has been received for funding to purchase safety fencing materials.

Resolved on the motion of A. Daniel seconded by J. Wellington
That the application for funding be approved.

It was advised that a request from Chisholm Catholic School has been received for a contribution towards the cost of practice cricket nets.

Resolved on the motion of L. Circosta seconded by C. Eilbeck
That the application be rejected as although Hawkesbury District Cricket Association are given access to the grounds, they are on private land, are not under our control and this expense was not included in our budget proposal.

It was advised that a request, supported by Hawkesbury District Cricket Association has been received from the Bligh Park Cricket Club for permission and financial assistance for the installation of a synthetic wicket at Bounty Reserve.

Resolved on the motion of L. Circosta seconded J. Wellington
That the application be supported after an onsite meeting to confirm that the wicket placement will not cause interference with current users.

Bensons Caretaker Contract:

It was advised that the current employment contract is due to expire on the 25th August, 1998.

Resolved on the motion of S. Lowe seconded by C. Eilbeck
That following written acceptance, the one year option be approved.

Meeting closed 10.20 pm.

Next meeting Friday 14th August, 1998 at 7.30 pm.

oooO END OF REPORT Oooo

Youth Strategic Plan - Safer Community/Crime Prevention Sub-Committee 30 July 1998

Minutes of the Youth Strategic Plan Safer Community/Crime Prevention Sub-Committee held at the Council Offices on 30th July, 1998.

PRESENT: Clr R Stubbs, Ms D Aspinall, Mr J Litwin, Ms M Peterson, SNR Const J Parkin, Mr B Hallem, Ms T Luland and Ms B Ellis.

APOLOGIES: Clr Lawson, Mr G Banting,

CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting held on 6th July, 1998 were confirmed by Mr J Litwin and seconded by Ms D Aspinall.

BUSINESS ARISING FROM LAST MINUTES

1 Update on Hawkesbury City Councils draft Safer Community/ Crime Prevention Plan

The Draft Plan was tabled for discussion. The draft document has been developed with feedback from the key partners. It was noted that the draft plan will be open for public exhibition and feedback from this process will be utilised to develop the plan further. The motion to submit the draft plan to the Attorney Generals Department was moved by Snr Const J Parkin and seconded by Mr J Litwin.

2 Safer Community/Crime Prevention Plan Time Frame

It was noted that the draft plan will be submitted to the Attorney Generals Department in the first week of August, 1998. The draft plan will be submitted to the next Ordinary Council meeting for approval for public exhibition. On completion of the public exhibition the draft plan will be amended as necessary and submitted to Council for adoption.

GENERAL BUSINESS

1 Attorney Generals Department Funding

Funding suggestions were discussed. It was agreed that a working party be established to evaluate the strategies within the draft plan and to review what resources are needed to complete these strategies. The working party will look at options, develop funding suggestions and gather feedback from young people on the suggestions.

2 Public Exhibition

It was agreed that the key partners will be invited to comment further on the draft plan, during the public exhibition period.

NEXT MEETING

There being no further business the meeting concluded at 8.30pm and the next meeting of the Sub-Committee will be held in the Council Chambers on Monday 14 September, 1998, commencing at 7.30pm.

oooO END OF REPORT Oooo

ordinary
meeting

end of paper