



Hawkesbury City Council

ordinary meeting business paper

date of meeting: 8 February 2000

location: Council Chambers

time: 7.30pm

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Notices of Motion of Rescission

ORDINARY MEETING Notices of Motion of Rescission
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Notices of Motion of Rescission

Ordinary Meeting - 8 February 2000

By Councillors CA Paine, L Allan and LA Williams:

We the undersigned Councillors give notice of rescission of the Motion carried at the meeting of 14 December, 1999 (Ordinary meeting of Council) and being:

"That relocatable homes be permissible on land with a minimum height of 7.7m AHD and with a minimum floor level of 8.7 AHD on sites 5-28."

oooO END OF NOTICES OF MOTION OF RESCISSION Oooo



ordinary

3
section

**report
of the
general
purpose
committee**

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 25 January 2000, commencing at 8.00am.

PRESENT: Councillor R P Stubbs, Mayor and Councillor L Allan, B J Calvert, K F Conolly, D Finch, G J Gilling, C A Paine, P R Rasmussen, L C Sheather, L A Williams, and C J Woods.

Apology for absence was received from Councillor P Davies who had been granted leave of absence.

RESOLVED on the motion of Councillor Allan and seconded by Councillor Sheather that the Minutes of the General Purpose Committee Meeting held on the 30 November, 1999, be confirmed.

The following recommendations were passed as resolutions of the Committee:

Councillor Allan left the meeting at 10.00am.

Councillor Allan returned to the meeting at 10.50am.

Councillor Calvert left the meeting at 11.20am.

Councillor Finch left the meeting at 1.50pm.

SECTION 1 - ENVIRONMENT

50: Mobile Phone Telecommunications Facility - 121 Fairey Road, South Windsor (M 1400/99/EVD/ENA25NAX.V08)

COMMITTEE'S RECOMMENDATION

That:

1. The information be received.
2. This matter be deferred until Council has revised the present Development Control Plan for telecommunications facilities.
3. The applicant be advised of the Council's intending DCP provisions and be requested to review the current proposal on this revision and the existence of the number of sites in the South Windsor locality.

- 51: Two-Storey Duplex - Cnr Lot 1 DP662568 No. 32 Cox Street, South Windsor (M 1766/99/EVD/ENA25NAX.V09)**

Mr Glen Falson, representing the applicant, addressed the Committee.

Mr Jason Vowels and Mrs Leanne Vowels, objectors, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That:

- A.** A Deferred Commencement Approval be granted for a two-storey duplex at 32 Cox Street, Windsor, Cnr Lot 1, DP662568, subject to the following conditions:
- (I) Upon compliance with the conditions appearing in Schedule 1, and with the issue of confirmation to that effect in writing from Council, this "Deferred Commencement" consent shall commence to operate as a development consent inclusive of all conditions appearing in Schedule 2 pursuant to Section 80(3) of the Act.
- (II) The Deferred Commencement consent will lapse in twelve months from the date of this consent unless the condition appearing in Schedule 1 has been complied with.

Schedule 1

1. Design details and reduced levels of the proposed development site to determine the sewer service is available to the entire development are to be submitted and approved by Council.

Schedule 2

General

1. To confirm and clarify the terms of this approval, the development shall be carried out in accordance with the approved stamped plans (prepared by RE & PA Collis Design numbered 56299 (4 sheets) dated 5/11/99) submitted with Development Application No. M 1766/99 dated 8 November, 1999 and any supportive documentation, except as otherwise provided by the conditions of this consent.

Note: modifications to the approved plans will require the lodgement and consideration by this organisation of a separate application pursuant to Section 96 of the Environmental Planning and Assessment Act, 1979.

2. This consent covers the removal of trees and other vegetation from the site of approved buildings, structures, permanent accessways and car parks. This consent also covers the removal or lopping of trees within 6m (six) of approved buildings. No other trees or vegetation shall be removed or lopped except with prior written approval of the this office.

3. Compliance with the provisions of the Environmental Planning and Assessment (Amendment) Act 1979, and the Building Code of Australia.
4. Prior to construction of the approved development it is necessary to obtain a Construction Certificate.
5. The applicant is advised to consult with:
 - (a) Sydney Water Corporation Limited
 - (b) Integral Energy
 - (c) Natural Gas Company
 - (d) a local telecommunications carrier

regarding their requirements for the provision of services to the development and the location of existing services that may be affected by proposed works, either on site or on the adjacent public road(s).

6. No excavation or site works shall be commenced prior to the issue of the construction certificate.

Prior to Issue of Construction Certificate

7. A monetary contribution is to be paid to Council, pursuant to Section 94 of the Environmental Planning and Assessment Act 1979, towards the provision of the following public facilities in the locality:
 - (a) Open Space and Recreation (\$1,023)
 - (b) Community Facilities (\$1,115)

The above contributions have been determined in accordance with Hawkesbury Section 94 Contribution Plan. A copy of the Contributions Plan may be inspected at Council's Offices, George Street, Windsor.

Contributions are to be paid prior to issue of the construction certificate.

The amount of contribution payable under this condition has been calculated on the basis of costs as at the date of consent. In accordance with the provisions of the Contributions Plan, this amount shall be INDEXED at the time of actual payment in accordance with movement in the Consumer Price Index as published by the Australian Bureau of Statistics. In this respect the attached fee schedule is valid for 3 (three) months.

8. The submission of a Certificate from Telstra Australia that satisfactory arrangements have been made for the provision of cables for telephones to the development.
9. The following documentary evidence is to be obtained prior to the issue of any Construction Certificate, whether by Council or an accredited certifier:

- (a) A Section 73 Certificate issued by the Sydney Water Corporation Limited or other evidence of Sydney Water's non-objection to the commencement of work on the basis of service availability.
 - (b) A written clearance from Integral Energy, stating that electrical services have been made available to the development or that arrangements have been entered into for the provision of services to the development.
10. A schedule of external finishes are to be submitted to Council for assessment.
11. Separate details of the proposed roofwater and surface water drainage system shall be lodged in duplicate for approval. Such details shall be approved prior to issue of construction certificate.
12. A detailed diagram shall be submitted indicating existing ground levels, proposed cut and fill levels and proposed floor level (levels to datum or AHD).
13. Payment of a sewer headworks contribution to Council of \$4,820 (four thousand eight hundred and twenty dollars). This contribution shall remain fixed for a period of 3 (three) months after which time it will be recalculated at the rate applicable at the time of payment.
14. Design and construction of site drainage shall be carried out in accordance with Council's Guidelines for Stormwater Drainage Requirements for Commercial, Industrial and Medium Density Developments. Full details of works shall be submitted for approval with the building application.

Prior to Commencing Works

15. Building work that involves residential building work (within the meaning of the *Home Building Act 1989*) must not be commenced unless the principal certifying authority for the development to which the work relates:
- (a) in the case of work to be done by a licensee under that Act:
 - (i) has been informed in writing of the licensee's name and contractor licence number, and
 - (ii) is satisfied that the licensee has complied with the requirements of Part 6 of that Act, or
 - (b) in the case of work to be done by any other person:
 - (i) has been informed in writing of the person's name and owner-builder permit number, or

- (ii) has been given a declaration, signed by the owner of the land, that states that the reasonable market cost of the labour and materials involved in the work is less than the amount prescribed for the purposes of the definition of owner-builder work in Section 29 of that Act

and is given appropriate information and declarations under paragraphs (a) and (b) whenever arrangements for the doing of the work are changed in such a manner as to render out of date any information or declaration previously given under either of those paragraphs.

Note: A certificate purporting to be issued by an approved insurer under Part 6 of the *Home Building Act 1989* that states that a person is the holder of an insurance policy issued for the purposes of that Part is, for the purposes of this condition sufficient evidence that the person has complied with the requirements of that Part.

16. Toilet facilities are to be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out, at the rate of 1 toilet for every 20 persons or part of 20 persons employed at the site.

Each toilet provided:

- (a) must be a standard flushing toilet; and
- (b) must be connected:
 - (i) to a public sewer, or
 - (ii) if connection to a public sewer is not practicable, to an accredited sewage management facility approved by the Council, or
 - (iii) if connection to a public sewer or an accredited sewage management facility is not practicable, to some other sewage management facility approved by the Council.

The provision of toilet facilities in accordance with this condition must be completed before any other work is commenced.

17. A sign must be erected in a prominent position on any work site on which the erection or demolition of a building is being carried out:
- (a) stating that unauthorised entry to the work site is prohibited; and
 - (b) showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside working hours.

This condition does not apply to:

- (a) building work carried out inside an existing building; or

- (b) building work carried out on premises that are to be occupied continuously (both during and outside working hours) while the work is being carried out.
- 18. Erosion and sediment control devices are to be installed and maintained to ensure that there is no increase in downstream levels of litter, vegetation debris or other water borne pollutants in accordance with Council's Development Control Plan 1/94 - Soil Erosion and Sedimentation
- 19. The applicant or person having the benefit of this development consent must give at least two days notice prior to commencement of works to Council of the intention to commence works. This notice is to be given in accordance with form 7 of the Environmental Planning and Assessment Regulation 1998.
- 20. The applicant shall advise Council of the name, address and contract number of the principle certifier, in accordance with Section 81A 4(b) of the Environmental Planning and Assessment Act, 1997.

During Construction

- 21. All building work must be carried out in accordance with provisions of the Building Code of Australia.
- 22. Inspections shall be carried out and compliance certificates issued by Council or an appropriately accredited person for the following components of construction:
 - (a) erosion controls, site works and site set out;
 - (b) piers;
 - (c) steel reinforcement;
 - (d) framework, after the installation of all plumbing, drainage and electrical fixtures, and after the external cladding and roof covering has been fixed prior to fixing of internal linings and insulation;
 - (e) wet area flashing, after the installation any bath and shower fixtures;
 - (f) internal drainage lines prior to covering;
 - (g) external drainage lines, prior to backfilling; and
 - (h) on completion of the structure.
- 23. All demolition, construction and associated work necessary for the carrying out of the development being restricted to between the hours of 7.00am and 6.00pm on Mondays to Fridays and between 8.00am and 4.00pm on Saturdays.
- 24. No burning of demolition or construction material being carried out on the site.
- 25. The developer is responsible for full costs associated with any alteration, relocation or enlargement to public utilities whether caused directly or indirectly by this proposed subdivision. Such utilities include water, sewerage, drainage, power, communication, footways, kerb and gutter.

26. The development is to be constructed in accordance with the noise report prepared by Murphy Pastoral and Technical Company Pty Ltd dated 4th December 1999.
27. The bathroom and ensuite windows located on the second storey are to be frosted glass.
28. The building shall be set out by a Registered Surveyor and the Survey Certificate of the building shall be lodged with the Principal Certifying Authority upon completion of the footings and prior to the external wall construction proceeding above floor level.
29. Construction of Council's standard residential footway and layback vehicular crossing to suit the access to the site.
30. Removal of the existing redundant layback crossing and replacement with concrete kerb and gutter and the restoration of the footway area.

Prior to Issue of Occupation Certificate

31. An occupation certificate is to be obtained on completion of all works and prior to commencement of the approved use. The occupation certificate will not be issued if any conditions of this consent are outstanding.
32. Landscaping shall be completed in accordance with the approved landscaping plan and shall be maintained in perpetuity by the existing or future owners and occupiers of the property. In this respect a occupational certificate will not be granted on the application until the landscaping is complete.
33. In order to enhance the amenity of the development, new boundary fences shall be provided at the applicant's expense. Such fencing behind the building line shall be to a height of 1.8m and at least lapped and capped. (D264).
34. In order to enhance the amenity of the area, all fencing fronting the street shall be a feature fence incorporating masonry piers with decorative infill panels.

The Use of the Site

35. All landscaping shall be permanently maintained in a good condition and in accordance with the intent of the landscaping plan.

ADDITIONAL INFORMATION

Further information was requested at the General Purpose Committee in relation to potential overshadowing and the possibility of sewer connection. After the meeting, the applicant also requested that the section 94 contribution be reviewed as the dwelling is currently being used as two units.

A more detailed shadow diagram prepared by the applicant is attached. The property located north of the development site (30 Cox Street) receives no shadow from the proposed two storey duplex. The shadows are towards the road frontage of Bell Street with the 3pm shadow falling over No. 2 Bell Street.

It should be noted that the DCP seeks to control shadows for mid-winter between 9.00am and 3.00pm. Outside these times other shadows may indeed affect the adjoining properties.

The development will result in an afternoon shadow over the side windows and front yard area of No.2 Bell Street. This dwelling has awnings which would currently shade those windows. The afternoon shadow only covers a small portion of the front yard area of No. 2 Bell Street, allowing this property to receive more than 6 hours of sunlight midwinter.

It is therefore considered that the shadowing impact is acceptable as the proposed development will not restrict adequate solar access to the adjoining properties.

The applicant has submitted a survey of the subject property showing the levels of the land and the sewer main, which is a requirement of Schedule 1 of the recommended deferred commencement consent. From this survey it is considered that the development will be able to be serviced by the sewer and therefore the deferred commencement condition is not required.

The applicant raised the issue that the existing dwelling is being used as two units and therefore the section 94 contribution fee should be waived. A search of Council records reveals no record of an approval given for two units on the subject property. The section 94 contribution of \$2138 is still payable unless the applicant can prove that the units have Council approval.

The application is recommended for approval, subject to conditions.

Recommendation

That the application for a two storey duplex be approved, subject to the following conditions:

General

1. To confirm and clarify the terms of this approval, the development shall be carried out in accordance with the approved stamped plans (prepared by RE & PA Collis Design numbered 56299 (4 sheets) dated 5 November, 1999) submitted with Development Application No. M1766/99 dated 8 November, 1999 and any supportive documentation, except as otherwise provided by the conditions of this consent.

Note: modifications to the approved plans will require the lodgement and consideration by this organisation of a separate application pursuant to Section 96 of the Environmental Planning and Assessment Act, 1979.

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 - (c) Natural Gas Company
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regarding their requirements for the provision of services to the development and the location of existing services that may be affected by proposed works, either on site or on the adjacent public road(s).

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 - (a) in the case of work to be done by a licensee under that Act:
 - (i) has been informed in writing of the licensee's name and contractor licence number, and
 - (ii) is satisfied that the licensee has complied with the requirements of Part 6 of that Act, or
 - (b) in the case of work to be done by any other person:

- (i) has been informed in writing of the person's name and owner-builder permit number, or
- (ii) has been given a declaration, signed by the owner of the land, that states that the reasonable market cost of the labour and materials involved in the work is less than the amount prescribed for the purposes of the definition of owner-builder work in Section 29 of that Act

and is given appropriate information and declarations under paragraphs (a) and (b) whenever arrangements for the doing of the work are changed in such a manner as to render out of date any information or declaration previously given under either of those paragraphs.

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Each toilet provided:

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18. Erosion and sediment control devices are to be installed and maintained to ensure that there is no increase in downstream levels of litter, vegetation debris or other water borne pollutants in accordance with Council's Development Control Plan 1/94 - Soil Erosion and Sedimentation
19. The applicant or person having the benefit of this development consent must give at least two days notice prior to commencement of works to Council of the intention to commence works. This notice is to be given in accordance with form 7 of the Environmental Planning and Assessment Regulation 1998.
20. The applicant shall advise Council of the name, address and contract number of the principle certifier, in accordance with Section 81A 4(b) of the Environmental Planning and Assessment Act, 1997.

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 - (b) piers;
 - (c) steel reinforcement;
 - (d) framework, after the installation of all plumbing, drainage and electrical fixtures, and after the external cladding and roof covering has been fixed prior to fixing of internal linings and insulation;
 - (e) wet area flashing, after the installation any bath and shower fixtures;
 - (f) internal drainage lines prior to covering;
 - (g) external drainage lines, prior to backfilling;
 - (h) on completion of the structure;
23. All demolition, construction and associated work necessary for the carrying out of the development being restricted to between the hours of 7.00am and 6.00pm on Mondays to Fridays and between 8.00am and 4.00pm on Saturdays.
24. No burning of demolition or construction material being carried out on the site.

25. The developer is responsible for full costs associated with any alteration, relocation or enlargement to public utilities whether caused directly or indirectly by this proposed subdivision. Such utilities include water, sewerage, drainage, power, communication, footways, kerb and gutter.
26. The development is to be constructed in accordance with the noise report prepared by Murphy Pastoral and Technical Company Pty Ltd dated 4th December 1999.
27. The bathroom and ensuite windows located on the second storey are to be frosted glass.
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33. In order to enhance the amenity of the development, new boundary fences shall be provided at the applicant's expense. Such fencing behind the building line shall be to a height of 1.8m and at least lapped and capped. (D264).
34. In order to enhance the amenity of the area, all fencing fronting the street shall be a feature fence incorporating masonry piers with decorative infill panels.

The Use of the Site

35. All landscaping shall be permanently maintained in a good condition and in accordance with the intent of the landscaping plan.

AT1: Site plan and shadow diagram

SITE PLAN

52: Alligator Weed (GE020/013 Pt 03/GMA/ENA25NAX.G13)

COMMITTEE'S RECOMMENDATION

That the information be received.

53: Stormwater Management Plans - Funding for Implementation (GD001/004 Pt 03/GMA/ENA25NAX.G01)

COMMITTEE'S RECOMMENDATION

That:

1. Council advise the Environmental Protection Authority, the Hawkesbury Nepean Catchment Management Trust and WSROC of the need to have an agreed period for the implementation of Urban Stormwater Management Plans in catchments to maximise water quality improvements from the efficient application of resources.
2. Council seeks support from the relevant bodies to approach the Government for funding for the implementation of the Stormwater Management Plans.

54: Hawkesbury Nepean Catchment Management Trust (GR060/067 PT02/GMA/ENA25NAX.G02)

COMMITTEE'S RECOMMENDATION

That Council supports the continuing participation of Councillor Sheather in the Interim Total Catchment Management Sub-Committees.

55: Policy for the Erection of Rural Sheds (M609/98/EVD/ENA25NBX.V18)

COMMITTEE'S RECOMMENDATION

That:

1. A draft development control plan be prepared in accordance with the design principles contained within this report and be exhibited in accordance with the provisions of the Environmental Planning & Assessment Act.

2. Following exhibition, the draft Development Control Plan be reported to Council for consideration of any submissions received and adoption.
3. Council seek advice from the Cut Flower Growers Association, Free Growers Horticultural Association and the NSW Farmers Association.

56: Information Report - Rodeo at Tourmaline Hotel/Motel, 711-725 Windsor Road, Vineyard (M1286/99/EVD/ENA25NBX.V19)

COMMITTEE'S RECOMMENDATION

That the information be received.

57: Rural Industries (LEP008/98, LEP006/98/EVD/ENA25NBX.V20)

Mr Rob Toslon, Ms Judy Conners, Mr Don Shaddick (solicitor), Mr Chris Gough (solicitor) and Mr George Smith (town planner), objectors, addressed

Mr Neville Diamond addressed the Committee.

COMMITTEE'S RECOMMENDATION

That:

1. The proposed distribution of rural industries within Draft Local Environmental Plan 8/98 (Amendment 108) which seeks to implement the Hawkesbury Sustainable Agricultural Development Strategy be retained.
2. The Deferred item from Draft Amendment 6/98 (Amendment 110) where it relates to rural industries in its land use Matrix be amended to be consistent with LEP8/98.
3. The two Draft Local Environmental Plans be exhibited simultaneously and appropriate material be advertised to draw the public's attention to the issues of rural industries that affects the Hawkesbury Valley.

ADDITIONAL INFORMATION

There were questions asked at the General Purpose Committee meeting as to the status of zones in the rural areas when Hawkesbury LEP 1989 was gazetted, particularly references to rural industry. Prior to Hawkesbury LEP 1989, Hawkesbury LEP 1984 was in force. Under this LEP it is quite clear that rural industries were prohibited in the 1(b), 1(b1), 1(b2) and 1(b4) zones. They were possible with Council consent in the 1(a), 1(a3), 1(b3) and 1(d) zones. Generally speaking land to

the east of Blaxlands Ridge Road and Putty Road was zoned as one of the 1(b) zones. When Hawkesbury LEP 1989 was gazetted, this land was zoned 1(b) and it is clear from the documentation associated with the Council resolution to prepare this plan that one of the issues to be addressed was to make rural industries permissible with Council consent.

The structure of LEP 1989 is different from LEP 1984 which worked on a land use table. LEP 1989 in fact, has paragraphs listing those matters that can be carried out without consent, those matters that can only be carried out with consent, and those prohibited. It would appear to be the case that the authors of this LEP were under the impression at the time that if items were defined by the plan and were not listed in the prohibition items, then they were possible with Council consent. This conclusion is drawn by analysis of the prohibition paragraphs associated with 1(a), 1(b) and 1(c) zones.

In all cases, rural industries are not listed in the prohibition paragraph however as light industries and extractive industries are listed in some and not in others. This clearly indicates that the author thought that by not listing them they would be possible with Council consent. It could be concluded therefore that as rural industries were defined by the plan, the author of the plan was of the opinion that they were possible with Council consent. This is supported by the fact that Council has approved a number of rural industries in these zones. There does not appear to be any submissions to Council from the exhibition of LEP 1989 concerning rural industries.

It may be argued however that some people perceive that as industries were prohibited in all of these zones they also conclude that rural industries would be prohibited although there is no documentation on Council's file indicating this was presented to Council as an argument.

The Egan case and subsequent decisions of the Land and Environment Court have now revealed that rural industries are indeed prohibited, particularly in the 1(a) and 1(b) zones.

In respect of the property at Blaxlands Ridge which is the subject of a development application for a mushroom substrate production plant, Council has a resolution in place that this matter be deferred, for the purposes of rural industry, from LEP 1989 Amendment No. 110 (Exempt and Complying). This draft plan is currently with the Legal Branch of the Department of Urban Affairs and Planning obtaining an opinion from Parliamentary Counsel regarding its legal drafting. Following the receipt of this opinion, the plan will be referred to the Minister with a request that the plan be gazetted.

In light of Council's subsequent resolutions to defer all references to rural industries from the plan, some consideration may need to be given as to what to do with this deferred matter. There appears to be three options:

1. Continue with the gazettal of the draft plan as prepared which will mean that rural industries will not be permitted on that block of land at Blaxlands Ridge Road unless a subsequent amendment to the draft plan is made.
2. Advertise the deferral with the other matters being deferred on this Draft LEP as per the General Purpose Committee recommendations.

3. Abandon this item.

It would seem that, in light of the General Purpose Committee recommendations, Option 3 is appropriate as general deferral of rural industries covers this land. The Committee has recommended this matter be re-exhibited including land with this type of zoning and that this is to be exhibited simultaneously with the HSADS exhibition. It would seem therefore that the purpose of this deferral to allow public consultation on this issue has been fulfilled by the General Purpose Committee's recommendations.

Additional Recommendation

That the deferred matter relating to Lot 191 DP751656 1344 Singleton Road, East Kurrajong be removed from Amendment No. 110 to LEP 1989.

- 58: Hawkesbury Nepean Catchment Management Trust - Advocacy Position on Extractive Industries (GT170/004Pt03//ENA25NBX.V05)**

COMMITTEE'S RECOMMENDATION

That the information be received and the matter be further reported to the Ordinary meeting.

- 59: Wilberforce Abattoir - Lot 1 DP 741444 No. 47 King Road, Wilberforce (P1102/560Pt08//ENA25NBX.V04)**

Mr Neville Diamond, objector, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That the information be received.

- 60: Lot 25 DP742749 Corner North and Palmer Streets, Windsor (P1409/10/EVD/ENA25NBX.V07)**

Councillor Sheather declared an interest as he had a financial interest with the applicant during the recent election.

Mr Phipps, land owner, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That the information be received.

61: Proposed Amendments to Telecommunications Facilities Development Control Plan (GT001/007 PT01/EVD/ENA25NBX.V10)

Mr Mares, objector, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That:

1. The proposed locational criteria amendment to the Telecommunications Facilities DCP be publicly exhibited in accordance with the Environmental Planning and Assessment Regulation 1994 for a period of not less than 28 days.
2. Following the exhibition period the matter be reported to Council.
3. Following the gazettal of HLEP 1989 - Amendment No. 110 the matter be further reported to Council for the purposes of repealing the Telecommunications Facilities DCP and adopting a modified version of the DCP as policy guidelines.
4. Inclusion of amended locational criteria table as follows:

Zone	Locational Criteria
Any land zoned Rural, Residential, Special Uses, Open Space, Environmental Protection, Nature Reserve, Proposed Road under HLEP 1989 and land immediately adjacent to these zones	A minimum of 300 metres from any school, child care centre or hospital.
Any land zoned Rural, Residential, Special Uses, Open Space, Environmental Protection, Nature Reserve, Proposed Road under HLEP 1989 and land immediately adjacent to these zones	A minimum of 300 metres from any residential dwelling unless annual average exposure at any such premises is less than 0.2 <i>uw/cm2</i> .
All zones, including the above.	To minimise visual impact no tower may be constructed closer than 100 metres or three times the height of the tower, whichever is the greater, to any residential dwelling. This condition does not apply in cases of co-location or location on existing built structures.

ADDITIONAL INFORMATION

Additional information was requested relating the Australian Standard AS 2772.1, low impact facilities, the relationship of a Council policy to the Telecommunications Act 1997 and a map of existing mobile phone towers. The additional information is provided below.

Australian Standard AS 2772.1

Australian Standard expired on 1 April 1999. The Australian Communications Authority have set standards for EME exposure in Radiocommunications (Electromagnetic Radiation - Human Exposure) Standard 1999. The EME exposure standard for the general community is 200 micro watts per square centimetre.

Low Impact Facility

Low impact facilities are defined by the Telecommunications (Low-impact Facilities) Determination 1997. Low impact facilities may be installed without the need for development consent. Examples of low impact facilities are included as an attachment to this report. Under the present structure of Hawkesbury Local Environmental Plan 1989, development consent is required if a facility is not "low impact" then Telephone towers are not defined as low impact.

Relationship of a Council Policy to Telecommunications Act 1997

At present, development consent is required for telecommunication facilities, other than low impact facilities. In assessing a development application Council, under Section 79(C) of the Environmental Planning and Assessment Act 1979, may take into consideration the provisions of a Development Control Plan and/or Council Policy.

If development consent is not required for a carrier to install a mobile phone base station then a carrier would only have to comply with the provisions of the Telecommunications Act 1997 and the Telecommunications Code of Practice 1997. A Council policy relating to telecommunications facilities would have no statutory effect with respect to the operation of the Telecommunications Act 1997 or the Telecommunications Code of Practice 1997.

Conclusion

As reported on 25 January 2000 mobile telephone towers do not require consent under draft Amendment 110 to Hawkesbury LEP 1989 (Exempt and Complying Development). This draft amendment will be gazetted in the near future, at which time the DCP would have no statutory force, but would be a voluntary guideline for the carriers.

If Council wishes to maintain statutory control after gazettal of Amendment 110 a further amendment to HLEP 1989 would be required. If Council is of this view the appropriate course of action would be to proceed with amending the Telecommunications Facilities DCP by inserting the locational criteria contained in Recommendation No. 4 of the General Purpose Committee report of 25 January 2000 and exhibiting the amendment to the DCP. Separate to draft Amendment No. 110,

Council could resolve to make a further amendment to HLEP 1989 to exclude “mobile phone base stations” from the definition of “public utility installations”. This amendment could classify “mobile phone base stations” as exempt or complying development subject to certain criteria being satisfied or development requiring consent. The detail of the amendment to HLEP 1989 can be further explored after the exhibition of the proposed amendment to the DCP and assessment of any submissions received.

A map of existing mobile phone base stations will be displayed at the Ordinary Meeting.

AT-1 Examples of Low Impact Facilities:

Telecommunications (Low-Impact Facilities)
Determination 1997

Section 3.1

FACILITIES AND AREAS

PART 1 - RADIO FACILITIES

Column 1	Column 2	Column 3
Item no.	Facility	Areas
1	Subscriber connection deployed by radio terminal antenna or dish: (a) not more than 1.2 metres in diameter ; and (b) either: (i) colour-matched to its background; or (ii) in a colour agreed in writing between the carrier and the relevant local authority	Residential Commercial Industrial Rural
2	Panel antenna: (a) flush mounted to an existing structure; and (b) either: (i) colour-matched to its background; or (ii) in a colour agreed in writing between the carrier and the relevant local authority	Residential Commercial Industrial Rural

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Environment

Column 1	Column 2	Column 3
Item no.	Facility	Areas
3	Panel antenna: (a) not more than 2.8 metres long; and (b) if the antenna is attached to a structure - protruding from the structure by not more than 3 metres; and (c) either: (i) colour-matched to its background; or (ii) in a colour agreed in writing between the carrier and the relevant local authority	Residential Commercial Industrial Rural
4	Array of omnidirectional antennas: (a) not more than 4.5 metres long; and (b) not more than 5 metres apart; and (c) if the array is attached to a structure - protruding from the structure by not more than 2 metres	Industrial Rural
5	Radiocommunications dish: (a) not more than 1.2 metres in diameter; and (b) either; (i) colour-matched agreed in writing between the carrier and the relevant local authority	Residential Commercial Industrial Rural
6	Microcell installation with: (a) a cabinet not more than 1 cubic metre in volume; and (b) a separate antenna not more than 1 metre long	Residential Commercial Industrial Rural
7	In-building coverage installations: (a) to improve cellular coverage to mobile phone users operating inside a building; and (b) wholly contained and concealed in a building	Residential Commercial Industrial Rural
8	Equipment installed inside a structure, including an antenna concealed in an existing structure.	Commercial Industrial Rural
9	An extension to a tower if: (a) the height of the extension does not exceed 5 metres; and (b) there have been no previous extensions to the tower	Industrial Rural

62: The Care and Management of Dogs and Cats in NSW Pounds
(GE020/002/EVD/ENA25NBX.V17)

COMMITTEE'S RECOMMENDATION

That the information be received.

63: Rural Production and Water Sharing Package (Farm Dams and Volumetric Conversion Policy) (DCP001/96//ENA25NBX.V15)

COMMITTEE'S RECOMMENDATION

That the information be received.

64: Charges for Micro Chipping of Cats and Dogs at Hawkesbury City Dog Pound
(GE020/002/EVD/ENA25NBX.V03)

COMMITTEE'S RECOMMENDATION

That:

1. Council ensure all dog controllers are trained as authorised identifiers of companion animals.
2. A fee of \$25 (twenty five dollars) be adopted for the insertion of micro chips into animals by Council's Dog Controllers.
3. The procedures for setting a fee of Council, including public exhibition, be followed and implemented.
4. Should no submissions be received at the end of the public exhibition period, the fee will be included in the list of Council fees and charges under the Management Plan.

65: Outcome of Appeal against refusal to grant consent to extension of trading hours for North Richmond Hotel (M170/98/EVD/ENA25NBX.V14)

COMMITTEE'S RECOMMENDATION

That the information be received.

ADDITIONAL INFORMATION

Council's solicitors advise that there is a point of law in relation to the decision made by the Court and that Council would have an arguable case in relation to that point of law. If Council was successful in the Court of Appeal, that court may rule that the point of law is determinant of the case and the proposal is prohibited. Alternatively, if the point of law is proved but is not determinant of the case the matter would be referred back to the Land and Environment Court to consider the merits, in which case additional evidence would be placed before the court.

If Council was unsuccessful in the Court of Appeal, it is likely that Council would be ordered to pay the respondents costs.

Given the advice from Council's solicitors, and the uncertainties if the matter is referred back to the Land and Environment Court it is difficult to gauge Council's prospects of success of an appeal. Accordingly it is considered that an appeal would be an inefficient use of resources.

Recommendation

That Council instruct its solicitors to take no further action.

Supplementary Reports

66: Regional Advisory Committee (GL040/009/GMA/ENA25LAX.G21)

COMMITTEE'S RECOMMENDATION

The Committee exercising its delegation of Whole Council

306 RESOLVED on the motion of Councillor Paine seconded by Councillor Allan

That Council nominate a Councillor for the Blue Mountains - Wollom National Parks and Wildlife Service Regional Advisory Committee and exercise its power in forwarding the nomination from this meeting.

307 RESOLVED on the motion of Councillor Paine seconded by Councillor Finch

Councillors Gilling and Williams were nominated as representatives to this Committee.

Councillor Gilling was elected as Council's representative for this Committee.

SECTION 2 - INFRASTRUCTURE

- 23: Hawkesbury Park - Proposed Memorial Tree Planting** (PK/284 PT 1/GMA/INA25NAX.G02)

COMMITTEE'S RECOMMENDATION

Rotary Club of Kurrajong be advised that Council agrees in principle with their proposal to establish a memorial growth of trees in the southern end of Hawkesbury Park at their cost with the details of the project being finalised with the Council staff.

- 24: Richmond Park Enhancement** (PK/202/ENG/INA25NBX.E06)

COMMITTEE'S RECOMMENDATION

That:

1. The landscape design for the north western corner of Richmond Park be adopted and the on-going park improvements previously adopted be implemented as funding becomes available.
2. Council write to the Richmond School of Arts asking them for input into the carpark area and the planting of trees in consultation with the consultant.

- 25: McMahon Park** (PK/007/ENG/INA25NBX.E04)

COMMITTEE'S RECOMMENDATION

That:

1. The short term projects for which Council is responsible be considered in current parks maintenance, building services and carparks/road maintenance budgets.
2. Support be given to the committee and user groups in endeavours to achieve the other short term projects.
3. The longer term projects be further reported.

- 26: Proposed Sand Extraction Operations for Flood Mitigation Works Hawkesbury River, Macquarie Park, Windsor (PK/006 Pt4/ENG/INA25NBX.E03)**

COMMITTEE'S RECOMMENDATION

That the proposal to extract sand from the Hawkesbury River for flood mitigation purposes adjacent to Macquarie Park Windsor not proceed at this time.

- 27: Capital Assistance Grants (GG021/172/ENG/INA25NBX.E05)**

COMMITTEE'S RECOMMENDATION

That the 1999/2000 Capital Assistance Grants be accepted.

SECTION 3 - ORGANISATION AND RESOURCES

- 46: Monthly Financial Report - November 1999 (GF011/005/FNC/OGA25NAX.F03)**

COMMITTEE'S RECOMMENDATION

That the information be received

- 47: Monthly Financial Report - December 1999 (GF011/005/FNC/OGA25NAX.F04)**

COMMITTEE'S RECOMMENDATION

That the information be received with the inclusion of the following amended table in Section C - Investments - December 1999:

Investment Type	Balance 30-Nov-1999	Deposits	Withdrawals	Interest Paid	Balance 31-Dec-1999
Managed Funds	\$22,665,099.08			\$99,587.02	\$22,764,686.10
On Call Funds	\$5,325,000.00	\$725,000.00	\$-950,000.00		\$5,100,000.00
Term Investments	\$1,950,000.00				\$1,950,000.00
TOTAL	\$29,940,099.08	\$725,000.00	\$-950,000.00	\$99,587.02	\$29,814,686.10

48: Leasing of Lot 161 Greenway Crescent, Windsor (GC283/086 PT2/CSV/OGA25NBX.C01)

COMMITTEE'S RECOMMENDATION

That Lot 161 Greenway Crescent, Windsor be leased to Mr Paul and Mrs Dianne Sheehy on the basis of the principle terms and conditions as outlined in this report.

49: Hawkesbury Power Boat Club (GF008/001 PT21/CSV/OGA25NBX.C05)

COMMITTEE'S RECOMMENDATION

That Council donate \$500.00 (five hundred dollars) to the Hawkesbury Power Boat Club towards the cost of staging the NSW Titles on the Hawkesbury River.

50: Grose Vale Scouts (GC283/099 PT2/CSV/OGA25NBX.C02)

COMMITTEE'S RECOMMENDATION

That the matter be deferred until the next General Purpose Committee meeting.

51: Council River Front Property Audit (GC283/065 PT02/CSV/OGA25NBX.C07)

COMMITTEE'S RECOMMENDATION

That the information be received.

QUESTIONS WITHOUT NOTICE:

1. Councillor Gilling referred to an article in the Sunday Telegraph relating to inspection of sandwich shops. She enquired if Council inspectors deal with these issues.

The Mayor advised that this article had been read and that Council inspectors carried out these inspections.

2. Councillor Gilling advised that she has received enquiries in relation to Francis Street Richmond. She enquired what the status of the development of this road was.

The General Manager advised that this was a requirement of the development consent. He advised that this would be investigated and she would be advised.

3. Councillor Gilling advised that she has not received answers in relation to her questions from 26 October relating to Turnbolls Mid Track, the condition of Wharf Street in St Albans, the trucks and rubbish dumped on the property at Wharf Street, and the property off Webbs Creek and Chaseling Road. She enquired if anything had been done about these matters.

The General Manager advised that staff had discussed these issues. He advised that it is necessary for staff to advise Councillors on what Council can take action on and that the Director of Environment and Development was preparing a paper on this matter.

4. Councillor Gilling advised that the road verges on Greens Road from the Bridge to Nowhere to the unsealed road, and on the West Portland Road on the old wooden bridge, were overgrown which was causing poor visibility. She requested that this be dealt with.

The Mayor advised that this would be done.

5. Councillor Gilling enquired what was happening with Teale Place.

The Director of Asset Services & Recreation advised that this matter would be reported to the next Local Traffic Committee meeting.

6. Councillor Gilling enquired why the business papers provided for the public gallery did not include the minutes from the previous meeting.

The General Manager advised that the minutes were not printed for the public gallery as they were not confirmed until the current meeting. He further advised that these minutes were to be made available to the public via the Council Web Site once confirmed.

7. Councillor Gilling enquired when the business paper would be available on Council's Web Site.

The General Manager advised that the business paper was currently available on the Web Site. He advised that the business papers was available on Council's Web site on the Friday evening prior to meetings.

8. Councillor Gilling advised that Packer Road needed to be done again.

The Director of Asset Services & Recreation advised that it was to be done next week.

9. Councillor Conolly referred to a conversation he had with staff in relation to footpath and guttering work that Freemans Reach Public School had requested. He had been advised that at that time it had not been allowed for within this year's budget and that it would be dependent upon money being left in the budget once works were completed. He enquired if this work was likely to occur.

The Director of Asset Services & Recreation advised that it would have to be looked at as part of next year's construction program.

The General Manager advised that private schools were required to provide the road shoulder and kerb and guttering as part of their development. He advised that the State refuses to do this as they consider they are providing a community facility and therefore see the Council and its rate payers should pay for all of the ancillary works. He advised that this was a matter which needed be reported to Council as once a decision is made for one school there were other schools which would need to be addressed.

Councillor Conolly advised that he would interested to know which other schools require this kind of work to be done.

The Mayor advised that this would be investigated.

10. Councillor Rasmussen enquired if Council had received an update on the RAAF Base Economic Assessment.

The General Manager advised that a meeting had been held prior to Christmas with three representatives from the Department of Defence. He advised that they were to write to Council as a result of this meeting in relation to Council's request to be involved in the assessment process.

The Mayor advised that this letter had not been received as yet but that they have been reminded that it is required.

11. Councillor Rasmussen requested an update on the status of the tenders for the Old Hospital Site.

The General Manager advised that this matter will be reported to the next Ordinary meeting. He advised that tenders had been re-called, that there would be an increase in price and a tenderer will be recommended. He advised that it will not be the company that was previously involved.

12. Councillor Rasmussen enquired if community groups had been advised of the process to be followed when making submissions to gain community funding.

The General Manager advised that they had not been notified of what the process would be this year, as it is yet to be determined. He suggested that this was an issue which should be discussed at the Corporate Planning Weekend.

13. Councillor Rasmussen enquired if a meeting had been held in relation to Windsor Mall.

The Mayor advised that a meeting will be held in the next two weeks.

14. Councillor Sheather enquired if it were possible to move the catwalk behind the engine house on the Lower Portland Ferry to allow additional cars to be transported.

The Director of Asset Services & Recreation advised that it may be possible to move this to allow one additional car. He advised that this had been moved as a Workcover requirement and that other possibilities were being investigated.

15. Councillor Sheather advised that the girl operating the ferry was walking amongst the cars to collect fees when she should be in the wheelhouse. He advised that her back was down river and she may not be able to see vessels approaching. He enquired if this needed to be investigated as a Workcover issue.

The Mayor advised that this would be investigated.

16. Councillor Sheather referred to an accident in Pecks Road on Saturday night. He advised that cars were parking on the corner on the road causing traffic to drive on the wrong side of the road. He requested that these people either be approached in relation to not parking there or investigate the possibility of putting no parking signs in this area.

The Mayor advised that this would be investigated.

17. Councillor Williams advised that he had written to Council in relation to Nick Samporas of Long Neck Lagoon who is a certified organic farmer. Mr Samporas is concerned about the possibility of the spraying of weed on Long Neck Lagoon. Mr Samporas had advised that if Long Neck Lagoon floods after it has been sprayed the flood water will cause chemical contamination which would cause him to lose his certification. Councillor Williams requested that this be investigated and discussions held before any spraying is undertaken.

The General Manager advised that he has been unable to contact anyone at the Long Neck Lagoon Trust. He advised that once he had any information he would be advised.

18. Councillor Williams referred to correspondence he sent to Council on 1/11/99 and 11/1/2000 regarding water flowing onto 728 Sackville Road from a neighbouring farm. He enquired if any action had been taken in relation to this.

The General Manager advised that this would be investigated.

19. Councillor Williams advised that he has received two letters relating to trees being poisoned at Kurrajong Heights. He enquired if Council could review its policy on enforcing breaches of the Tree Preservation Act.

The General Manager advised that it was not Council's policy that was the problem. He advised that in such cases of breach of the Tree Preservation Act it was difficult to prove as it required either a statement of omission from the responsible person or a witness. In either case failure to provide proof would result in the Court not accepting the evidence. The General Manager further advised that breaches of the Tree Preservation Act were not a major problem within the area.

20. Councillor Paine advised that at the last meeting Councillor Sheather had raised an question in relation to the mess in Baker Street. She advised that another skip had been placed there and pallets and cardboard had also been stacked there. She requested that the developers be required to clean up and maintain the area whilst work is being undertaken.

The Mayor advised that this would be investigated.

21. Councillor Paine referred to a subdivision application for the area above Redbank Creek at North Richmond. She enquired if this matter would be reported to Council.

The Director of Environment & Development advised that he was unaware of the application but that it would come to Council once received.

22. Councillor Paine enquired if an approach had been made by either the Council or the Waste Board to have the Waste Board address the new Council.

The General Manager advised that the Waste Board had not been approached.

Councillor Paine requested that the Waste Board be invited to address the new Council.

The Mayor advised that this would be done.

23. Councillor Paine advised that she would like to table some information at the next General Purpose Committee meeting in relation to Unique Horsesports and what they are doing in the Hawkesbury.

The Mayor advised that it was not within the Code of Meeting Practice to do this however she may request a report which would her allow her to address this issue.

The meeting terminated at 2.50pm.

Submitted to and confirmed at the meeting of the General Purpose Committee held on 28 February, 2000.

.....
Mayor



ordinary

4
section

reports
for determination

ITEM: 116 Representation on WESTIR Board**FILE NUMBER:** GC070/013 Pt 4/GMA/ORB08NAX.G05**REPORT:**

WSROC has advised that at its November meeting, the WSROC Executive Management Committee resolved to nominate Councillor Jim Angel of Blue Mountains City Council to the WESTIR Board and to write to member Councils seeking a second nomination, as well as supporting Miss Andrea Ward's nomination as the staff representative.

WESTIR (Western Sydney Regional Information & Research Service Ltd) is a community-based information and research service that was founded in 1981, under the auspices of WSROC. Since 1988, WESTIR has been separately incorporated as a company limited by guarantee. WESTIR provides a statistical clearinghouse service for community services, local government, State government agencies and others in the Greater Western Sydney region and offers support for social research in the region, especially research conducted by community-based agencies. WESTIR also:

- has an extensive collection of statistical data and other information (including a resource library which is available to researchers)
- produces a number of publications including an annual Funding Calendar - a compendium of grants funds available to not-for-profit organisations
- produces a Western Sydney Bulletin statistical publication
- produces a Western Sydney Letter newsletter & WESTIR Whisper
- holds extensive data holdings and computer mapping capabilities
- participates in joint venture research, including projects submitted on transport disadvantage, and social exclusion and housing
- continues significant involvement in the human services component of the TeamWest process and other regional activities.

The next WESTIR Board meeting will be held on Thursday, 24 February 2000, from 9.30am to 11.30am at the WESTIR office in Blacktown. These meetings are held bi-monthly on the last Thursday of the month.

RECOMMENDATION:

Council nominate a representative to WSROC for the WESTIR Board.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 116 Oooo

ITEM: 117 **Advice of Successful Expression on Interest - Ageing and Disability Department**

FILE NUMBER: GC160/001/CSV/ORB08NBX.C08

REPORT:

In November 1999, responding to a call from the Ageing and Disability Department (ADD), an Expression of Interest (EOI) was made under the Home and Community Care (HACC) Program.

The EOI sought recurrent funding of \$25,475 which had been made available by ADD for an Aged and Disability Worker Project for the Hawkesbury. This Project had been identified as a priority for the Nepean Area under the HACC Program.

The recurrent funds made available by ADD were to be used to meet 50% of the costs of employing an Aged and Disability Worker. Non-recurrent funds were also made available for the purchase of a motor vehicle and computer equipment for this position.

In January 2000 Council received advice that ADD had decided that Council's EOI most appropriately addressed the service specifications for the project and would be submitted to the Minister for Ageing and Disability Services for approval.

The recurrent funds to be provided by ADD will be used to contribute to the costs of the Ageing and Disability Officer Position (a permanent full-time position) within the Community Services Branch. This position had originally been established with a two-year funding subsidy obtained under the Western Sydney Area Assistance Scheme (which expires at the end of this financial year). The project specifications for the tendered position (as outlined by ADD) are consistent with the current role performed by Council's Ageing and Disability Officer.

RECOMMENDATION:

That:

1. Council agree to accept funding under Round 15 of the HACC Program for the purpose of contributing to the salary and ongoing operating costs of the existing Aged and Disability Officer Position.
2. The non-recurrent funds to be provided by ADD be used to fund the initial purchase of a motor-vehicle to be attached to Aged and Disability Officer Position.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 117 Oooo

ITEM: 118 **Access to Information**

FILE NUMBER: GL010/001 PT02/CSV/ORB08NBX.C09

PREVIOUS ITEM: 42, GPC Section 3 - Organisation & Resources (30.11.1999)

REPORT:

At its December 1999 meeting Council considered a report regarding the Draft Policy for Access to Information and resolved to place the document and the proposed fee for processing and photocopying of \$30.00 (thirty dollars) per hour, on public exhibition for a period of 42 (forty two) days. Further, following the public consultation period, the draft policy and necessary amendments to the Complaints Policy are to be reported back to Council.

Subsequently, the Draft Policy and proposed fee were placed on public exhibition and it is noted that no written submissions were received during the exhibition period. Accordingly, it is recommended that the draft document now be adopted as policy and a \$30.00 fee applied for processing and photocopying associated with applications received for access to information under the provisions of Section 12 of the Local Government Act.

In relation to the Complaints Policy, it is pointed out that the intent of the policy is to resolve issues without necessarily disclosing the identity of the person or organisation being the subject of the complaint. The existing Complaints Policy is as follows:

“Complaints to Council will be managed as follows:

- *The identity of the complainant will not be revealed to the person/organisation about whom they are complaining;*
- *In the interest of resolving issues, the substance or nature of the complaint against an individual or organisation can be supplied if it is considered appropriate. Information which may disclose the identity of the complainant will be obliterated before issue in such circumstances. Hand written complaints will be retyped before issue to protect anonymity;*
- *In relation to objections lodged with Council to development applications, confidentiality will not be available as information may be used in reporting matters to Council. This will be made clear in letters to adjoining owners and in advertisements; and*
- *Complaints made under Freedom of Information legislation will be dealt with as per the legislation.”*

It is pointed out that as the requirements of the Act overrides any policy, the new Policy for Access to Information effectively supersedes the Complaints Policy and accordingly it is considered appropriate to revoke the Complaints Policy. As the identity of complainants can now only be protected in situations limited to those outlined in the new policy, it is considered prudent that on adopting the Policy for Access to Information, and nature of complaints, the community be made aware that the identity of complainants may be revealed to the person/organisation about who they are complaining.

RECOMMENDATION:

That the attached document be adopted as Council's new Policy for Access to Information and a \$30.00 (thirty dollar) processing and photocopying charge be applied for applications submitted under this Policy. Further, the existing Complaints Policy be revoked.

ATTACHMENTS:

AT-1 Policy for Access to Information

**DRAFT POLICY
FOR
ACCESS TO INFORMATION**

Introduction

In adopting an open file policy for access to information, Council recognises and promotes the public's right to broad ranging access to Council information and documents. Also Council encourages open and transparent governance and well informed community debate.

All requests will be processed promptly and in accordance with the relevant legislation.

Statutory Access to Council Documents

Requests to access documents may be made under the Freedom of Information Act 1989 or the Local Government Act 1993.

It is pointed out that Section 12(6) of the Local Government Act 1993 provides that:

"The Council must allow inspection of its other documents (other than the documents freely available under Section 12(1)) free of charge unless in the case of a particular document, it is satisfied that allowing inspection of the document would, on balance, be contrary to the public interest."

The following documents are freely available under Section 12(1) of the Local Government Act 1993:

- Code of conduct
- Code of meeting practice
- Annual Report
- Annual financial reports
- Auditor's report
- Management plan
- EEO management plan
- Civic expenses and facilities policy
- Land register
- Register of investments
- Returns of the interests of councillors, designated persons and delegates
- Returns as to candidates' campaign donations
- Agendas and business papers for Council and Committee meetings (but not including business papers for matters considered when part of a meeting is closed to the public)
- Minutes of Council and Committee meetings, but restricted (in the case of any part of the meeting that is closed to the public), to the resolutions and recommendations of the meeting
- Any Codes referred to in the Local Government Act
- Register of delegations
- Annual reports of bodies exercising delegated Council functions

- Applications under Part 1 of Chapter 7 of the Local Government Act for approval to erect a building, and associated documents
- Development applications (within the meaning of the Environmental Planning and Assessment Act 1979) and associated documents
- Local policies adopted by the Council concerning approvals and orders
- Records of approvals granted, any variation from local policies with reasons for the variation, and decisions made on appeals concerning approvals
- Records of building certificates under the Environmental Planning and Assessment Act 1979
- Plans of land proposed to be compulsorily acquired by the Council
- Leases and licences for use of public land classified as community land
- Plans of management for community land
- Environmental planning instruments, development control plans and plans made under Section 94AB of the Environmental Planning and Assessment Act 1979 applying to land within the Council's area
- The statement of affairs, the summary of affairs and the register of policy documents required under the Freedom of Information Act 1989
- Departmental representatives' reports presented at a meeting of the Council in accordance with Section 433 of the Local Government Act

Additionally, Council's Complains Policy provides for access to documents in particular, objections to development proposals.

Processing Applications for Access to Information

It is proposed that access to documents other than those listed as freely available under Section 12(1) of the Act, be provided in accordance with Section 12(6) of the Act rather than under Freedom of Information legislation. No fees are payable for viewing the documents, however, a processing fee as detailed in the Revenue Pricing Policy - Fees and Charges Schedule, may be applied.

Requests to view other documents will be approved unless:

- (a) Granting public access is prohibited under relevant legislation or
- (b) The General Manager or Public Officer (or other delegated staff member) believe granting access to a particular document is contrary to the public interest or
- (c) If in the case of a complainants name and contact details:
 - (i) The information has not previously been made public and
 - (ii) In the opinion of Council's General Manager, Public Officer or his/her delegate;
 - it is clear that the life or physical safety of the complainant could reasonably be expected to be endangered if such information was released or
 - there are facts in relation to the complainant other than the mere fact that a particular person has made a complaint which would amount to an unreasonable disclosure of information concerning personal matters
 - release of these details would be contrary to the public interest

When requesting access to documents not listed in Section 12 of the Local Government Act, customers will be requested to complete a request form.

If access to a document or any information is restricted:

- the customer will be given written reasons for the restriction
- the details of the restriction will be reported to a Council meeting and will be publicly available
- Council will review the restriction under Section 12(A) of the Local Government Act 1993.

Conclusion

This policy aims to meet the objective of open and transparent governance and encourages community input on matters before the Council. Privacy of the complainants is also recognised through denial of access where the release of information would compromise individual safety, constitutes an unreasonable disclosure of personal information or is contrary to public interest.

oooO END OF ITEM 118 Oooo

ITEM: 119 Review of Hawkesbury Community Transport Service**FILE NUMBER:** GC200/002/CSV/ORB08NBX.C10**PREVIOUS ITEM:** 207, Ordinary (08.06.1999)

REPORT:

At its Ordinary Meeting held on 8 June, 1999 Council resolved to accept the interim funding auspice for the Hawkesbury Community Transport Service.

This decision was made following a resolution of the Management Committee of the Hawkesbury Community Transport Service Inc. to relinquish the auspice of all funds administered by the Department of Transport (DOT). The Committee took this decision in view of the complex and demanding nature of the financial and operational concerns confronting the Service - concerns which were beyond the capacity of a part-time voluntary management committee to resolve.

The Department subsequently approached Council to assume responsibility for auspicings the Service. The approach by the DOT was made on the basis that Council would assume the interim auspice of the service for a period of twelve months. At the end of the interim auspice period, the Department would seek expressions of interest from community based organisations to take on the ongoing management of the Service

It was anticipated during the interim auspice period, Council would undertake a review of the Service in order to identify a restructure plan to secure the effective operation and long-term financial viability of the Service. Council assumed responsibility for the management of the Service on the 16th August 1999 - the interim auspice expires on the 16th August, 2000.

An evaluation of the Hawkesbury Community Transport Service has been completed. The Draft Review document has been prepared which outlines the findings of the review process and identifies a series of recommendations to secure the long-term future of the Service.

It is proposed that the document be released for public comment and a copy forwarded to the Department of Transport for their advice regarding the recommendations contained in the report. Council staff will also liaise with service users and the Service Advisory Committee to discuss the findings of the review process. The outcomes of these consultations will be reported back to Council to seek formal approval to begin the implementation of the proposed restructure plan.

RECOMMENDATION:

That:

1. The Draft Review of the Hawkesbury Community Transport Service be received

2. The Draft Review be released for public comment and consultation

ATTACHMENTS:

AT-1 Draft Review of Hawkesbury Community Transport Service (separated document)

oooO END OF ITEM 119 Oooo

ITEM: 120 **Quarterly Review as at 31 December 1999**

FILE NUMBER: GF004/003 PT01/FNC/ORB08NBX.F03

REPORT:

The second quarter's review of the Management Plan for the 1999/2000 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 1999/2000 Management Plan and Financial Statement for the period to 31 December, 1999 be adopted.

ATTACHMENTS:

AT-1 Management Plan distributed separately to Senior Officers and Councillors

oooO END OF ITEM 120 Oooo

ITEM: 121 Governor Phillip Reserve - Drag Boat Racers of Australia**FILE NUMBER:** PK/205/ENG/ORB08NBX.E02

REPORT:

An application has been received from the Drag Boat Racers of Australia requesting permission for exclusive use of Governor Phillip Reserve and the overflow parking area on Sunday 27 February 2000.

Non exclusive use on this date has been granted to the Club by Council at its meeting held on 10 August 1999. The Drag Boat Racers of Australia are now asking permission for exclusive use as they have invited the American "Kentucky Thunder" race team to participate at this event. A great deal of public interest was generated during their last visit to Australia.

Racing events would be carried out between 9.00am and 5.00pm.

Admission charges will be \$15.00/Adult, \$5.00/Pensioners and Free/Children.

This application complies with Council's policy regarding use of the reserve

RECOMMENDATION:

That approval be granted for the application by the Drag Boat Racers of Australia for exclusive use of Governor Phillip Reserve on Sunday 27 February 2000 subject to compliance with the following conditions.

1. The Applicant obtaining appropriate licences form the Waterways Authority regarding the conduct of this event.
2. If required the applicant is to obtain appropriate licences from the Licensing Branch of the NSW Police Service, for the sale of alcoholic beverages at the proposed event.
3. If required the applicant obtaining necessary approvals with regard to the sale of hot food.
4. The applicant paying the exclusive use contribution rate being \$600.00 or \$1.00 per person whichever is the greatest.
5. The reserve being left clean and tidy with the applicant being responsible for collection and disposal of all waste. The applicant paying to Council \$840.00 being:
 - i. payment of \$90.00 for the use of 10 (ten) additional rubbish bins. These bins must be empty, clean and ready to picked up the following working day.

- ii. a refundable bond of \$750.00 less any costs incurred by Council, administrative or otherwise to clean/restore the area.
- 6. A letter drop be undertaken to all affected residents in proximity to the event by the applicant, with that letter advising full details of the event.
- 7. The applicant submitting a public liability policy for \$10,000,000 with the interest of Hawkesbury City Council noted on the policy.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 121 Oooo

ITEM: 122 Request for Support from Council as Adjoining Land Owner for Application to Use Hawkesbury River**FILE NUMBER:** GR030/020 PK/205/ENG/ORB08NBX.E13

REPORT:

Correspondence has been received from the NSW Water Ski Show Division requesting support from Council as an adjoining land owner for an application to the Waterways Authority.

The division have applied to Waterways for use of the Hawkesbury River for the purpose of training for waterski shows. The division have outlined two location options with the preferred location being the stretch of river between Rickabys Creek and the Windsor Bridge, namely between Howe and Macquarie Parks. The second option is between South Creek and the Windsor Bridge, adjacent to Governor Phillip Reserve.

The team needs a safe environment to train as they human construct pyramids and learn harness acts, and can have up to 12 skiers behind the boat at any one time. They currently use one boat, however are proposing to utilise three (3) boats, two for towing skiers and a third for collecting fallen skiers and skis.

Skiers would use a combination of beach starts, deep water starts and, if approved by the Waterways, also start from and land on a removable floating pontoon. The boats will be travelling between speeds of 15-40 miles per hour depending on the activity. The boat that they would be used has not been tested for noise emmision.

Contact has been made with the Waterways Authority regarding the application and it appears unlikely that the preferred option will be approved due to safety concerns. Macquarie Park has a very high rate of informal recreation usage and therefore would be unsuitable for the activities proposed. This section of river is used extensively on weekends and weekday afternoons for swimming, fishing, canoeing and kayaking, remote control boating and other activities. There is an extremely high likelihood of serious conflict occuring between the different water users in this section of the river.

The second location option, namely between South Creek and the Windsor Bridge would appear to be a much safer and more appropriate location. The usage of this section of river is almost exclusively boats, with swimmers and canoeists for the most part staying upstream of the bridge. There is also very minimal chance of conflict occuring between park users of Governor Phillip Reserve and the skiers as there are no points of easy water access from Governor Phillip Reserve.

The Hawkesbury River is already used extensively for boating activities and events, with groups like the Upper Hawkesbury Power Boat Club having a long history of organising and running boating events. The main users of Governor Phillip Reserve have been meeting regularly to discuss the needs of each group and their yearly calendars in advance of applying to Council in order to reduce the chance of conflict and overuse of the reserve and the river. It is suggested that the division should attend the next meeting to discuss these issues with the existing users.

RECOMMENDATION:

That:

1. The application by the NSW Water Ski Show Division for use of the Hawkesbury River between Rickabys Creek and the Windsor Bridge not be supported.
2. Support be given for the application by the NSW Water Ski Show Division for use of the Hawkesbury River between South Creek and the Windsor Bridge subject to the following conditions.
 - i. The applicant obtaining appropriate licences from the Waterways Authority regarding the conduct of this event.
 - ii. A letterdrop be undertaken to all affected residents in proximity to the activity advising full details of the activity.
 - iii. The applicant attending the Governor Phillip Park User Group Meeting on Tuesday 7 March 2000 at 7.30pm. This Meeting is held at the UHPBC club house at Governor Phillip Reserve.
 - iv. Co-operation and compliance with other users of the park with regard to the dates that the activity is undertaken.
 - v. The Applicant submitting to Council a public liability policy for \$10,000,000 (ten million dollars) with the interest of Hawkesbury City Council noted on the policy.
 - vi. The reserve being left clean and tidy with the applicant being responsible for collection and disposal of all waste. The applicant is required to pay to Council a refundable bond of \$750.00 less any cost cost incurred by Council to clean or restore the area.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 122 Oooo

ITEM: 123 **HACC Services Building - Reconstruction of Existing Building Cnr George and Christie Street, Windsor**

FILE NUMBER: GT020/366 PT02 GC305/105 PT02/ENG/ORB08NBX.E15

REPORT:

Tenders for the completion of the reconstruction of the Bateman Block at the Old Hospital Site for Home and Community Care Services, George Street, Windsor, have been called with five tenders submitted:

Cranebrook Constructions	\$665,685
Denning Constructions Pty Ltd	\$667,337
Brisk Corporation Pty Ltd	\$676,950
Hinchey & Cross Pty Ltd	\$725,750
Winterton Constructions Pty Ltd	\$838,900

The lowest tender in the amount of \$665,685 (six hundred and sixty five thousand, six hundred and eighty five dollars) was submitted by Cranebrook Constructions, 97 Taylor Road, Cranebrook NSW 2749 with a practical completion date within eighteen (18) weeks after the acceptance of the tender.

Cranebrook Constructions have been operating out of Australia (Papua New Guinea) for around seven years and have only recommenced work in Australia in late 1998.

The only project completed by the company since this time was for North Sydney Council with a value of \$17,000, however, a project is currently being undertaken for Pittwater Council with a value of \$500,000.

The next lowest tender was submitted by Denning Constructions Pty Ltd in the amount of \$667,337 with a practical completion date within 18 weeks after the date of acceptance of the tender.

Denning Constructions have undertaken a number of projects for Council including McGraths Hill Community Centre, Colonial Drive Amenities, upgrading works at the Council building and a number of other private projects with a value up to a million dollars. All works undertaken for Council have been of a high standard and have been completed within the contract period and budget.

It is considered that in view of the small difference in the tendered amounts, the problems that have occurred on site, the relatively complex nature of the works to be completed and the fact that Denning Constructions have a proven record with Council projects, that the tender of Denning Constructions should be accepted to complete this project.

The revised estimated project costs are set out below:

Project expenditure to 2 February, 2000	\$278,364.79
Claim from Spoletti Constructions at termination of contract	\$34,073

Account for disable doors from "Inglis"	\$13,335
PABX Telephone - supply, install PABX and call accounting system	\$17,770
Data/Communications Cabling	\$12,000
Professional Fees	\$2,100
Fire Equipment	\$4,105
Master Keying	\$2,000
Security Alarm	\$3,500
Roadworks	\$30,000
Construction Tender	\$667,337
Contract Administration	\$16,642
Administration costs	\$2,500
Contingency	\$20,000
Alter Site Signs	\$150
Total Construction Cost	\$1,103,876.79
Funding provided from NSW Ageing & Disability Department	\$551,000
Building Maintenance and Construction Program 1997/98	\$261,117
Section 94 Contribution	\$291,759.79
Total Project Funds	\$1,103,876.79

Funding to meet the shortfall is recommended to come from Section 94 funds for Catchment 3. These are currently available for a South Windsor Hall which is likely to take some time to resolve. When they are required for the Hall, loan funds could be used for any shortfall at the time and repaid by future Section 94 contributions.

The justification for using these funds for the HACC centre in Windsor lies in the following arguments:

- the ageing population will require the provision of infrastructure for aged services and currently the aged population in Windsor makes up 20% of the total population and will no doubt increase substantially over the next ten years (the aged population in the other areas of Catchment 3 is also relatively high in comparison to the rest of the Hawkesbury).
- Richmond and Windsor are the primary residential centres in the Hawkesbury, there is already Senior Citizens Centre in Richmond which provides a venue for HACC related services. The construction of a facility for older people in Windsor would compliment this centre. As the ageing population increases we will probably need to expand the number of community facilities for older residents - in the next 15 years it is likely that the aged population in Catchment 3 will increase (probably to the level of the current total aged population of the Hawkesbury i.e. in excess of 4,000 persons). Given this scenario the HACC Centre in Windsor would probably be only able to meet the needs of the older residents in Catchment 3.

In considering the appropriateness of outlaying more funds for the HACC Centre the following points should be noted:

- by providing a capital outlay for the HACC Centre to be built, Council is providing the means for ensuring that the Hawkesbury continues to receive \$2 million in annual recurrent funding for HACC services for its residents. More importantly it provides an opportunity for increasing this level of funding. Over the next ten years, Council's investment will realise recurrent funding for the area in the order of \$20 million to \$30 million.
- Hawkesbury's population is ageing. The latest ABS estimates indicate that over the next 15 years the population aged over 65+ will increase by 117% (from 4,628 to 10,041). Given these projections, at some time in the future Council will need to construct community facilities for its ageing population (the same way it needed to build child care centres for its growing population of children). The completion of the HACC Centre will provide an essential starting point for meeting this future demand (and represents good pro-active planning).

RECOMMENDATION:

That:

1. The Tender of Denning Construction Pty Ltd in the sum of \$667,337 (six hundred and sixty seven thousand, three hundred and thirty seven dollars) for the reconstruction of the Bateman Block at the Old Hospital site for HACC Services, George Street, Windsor, be accepted and the necessary documents be executed under Seal of the Council.
2. The additional funds to complete the project be provided from Section 94 Contributions for Catchment 3.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 123 Oooo

ITEM: 124 **Naming of Point on the Hawkesbury River at Lower Portland**

FILE NUMBER: GB010/001 PT4/ENG/ORB08NBX.E04

PREVIOUS ITEM: 60, Ordinary (12.10.1999)

REPORT:

Council at its meeting held on 12 October, 1999 resolved that public comment be sought regarding a proposal by the Hawkesbury Progress Association for the naming of a point on the Hawkesbury River at Lower Portland as Paradise Point.

The location is immediately north west of the confluence of the Colo and Hawkesbury Rivers. The Hawkesbury Historical Society support the naming proposal.

Public comments were sought by way of correspondence addressed to adjacent residents and the Waterways Authority as well as by advertisement in local press and the Government Gazette.

At the expiration of the comment period only one supporting submission had been received.

RECOMMENDATION:

That the Geographic Names Board be advised that Council has no objection to the subject geographical feature being named Paradise Point.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 124 Oooo

ITEM: 125 **Teale Road, Kurrajong - Extension of Named Road**

FILE NUMBER: 2029/R Pt2/ENG/ORB08NBX.E07

REPORT:

Following recent subdivision of Lot 2 DP878464 Council has assumed control and management of a former Crown Road as public road. This road is a continuation of Teale Road, East Kurrajong, a presently named public road.

The overall length of public road is 1305 metres, with 156 metres named as Teale Road.

It is proposed that the remaining 1149 metres be named Teale Road.

RECOMMENDATION:

That the section of public road over Chainage 156-1305, and extending in a generally western direction from Teale Road, East Kurrajong, be named as Teale Road.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 125 Oooo

ITEM: 126 **Richmond Main Street Committee - National Fiddle Festival,
Richmond Park 14-16 April 2000**

FILE NUMBER: PK/202/ENG/ORB08NBX.E14

REPORT:

An application has been received from Richmond Main Street Committee requesting permission to use Richmond Park and Oval for the National Fiddle Festival from Friday 14 to Sunday 16 April 2000.

The festival proposes three main activities:

1. Buskers in various locations throughout Richmond from Friday 14 to Sunday 16.
2. A fiddle orchestra performance on Sunday 16 April.
3. A series of workshops and concerts in private venues throughout Richmond.

Busking

It is proposed to organise a series of buskers over the three days in various locations throughout Richmond. The locations include Richmond Park and footpaths around the township, the Richmond Marketplace and several Richmond Malls. Pedestrian access will be maintained at all times. There is currently no policy regarding busking on footpaths and this would be a trial application.

Fiddle Orchestra Performance

The use of Richmond Oval is requested for the afternoon of Sunday 16 April 2000 to hold the world's biggest fiddle orchestra performance in an attempt to break the World Record. The request included the use of the Council stage for the main fiddle performers. The Hawkesbury Sports Council have been contacted and have confirmed that use of the Oval is acceptable subject to conditions relating to the wicket and irrigation system which have been included in the conditions below.

Workshops and Concert

Workshops and concerts will be held at venues such as Richmond Community Centre, Richmond School of Arts, the Uniting Church Halls, Richmond Club Ltd and The Royal Hotel. An entry fee will apply to these events.

In relation to the use of Richmond Park, there will be no food or alcohol sales and no amusement rides. There will be stalls throughout the park for artisans, instrument makers and music associations. Richmond Main Street Committee will ensure that there is no parallel trading with local businesses. Banners advertising this event will be located at Clarendon and Richmond Park.

Application has also been received from the Richmond RSL sub-branch to hold the 2000 Anzac Day March and Commemorative Service in Richmond Park on Sunday 16 April from 2.30pm to 4pm. The Anzac Day service also involves a procession and several road closures throughout Richmond. The traffic management plan has been submitted to the RTA for the road closures and Westbus have arranged to alter their service to accommodate the march.

Anzac Day services are generally held on the Sunday prior to 25 April each year. This year however, that date coincides with Easter Sunday and consequently the sub-branch wish to hold the service on Sunday 16 April. A small marquee and several tables are required for the service and the sub-branch have requested permission to cordone a small area around the memorial for the entire day. They have also requested that the activities of the festival, namely any busking or music activities be suspended between 2.30pm and 4pm.

RECOMMENDATION:

That permission be given to the Richmond Main Street Committee to undertake the activities of the National Fiddle Festival outlined within the report in Richmond Park and footpaths within Richmond, subject to the following conditions:

1. No undue interference to other patrons of the park.
2. Pedestrian access along footpaths and the pathway within the park must be maintained at all times.
3. The applicant to obtain approval from the owners of other proposed venues for activities related to the event.
4. All Fiddlefest activities within the park and on footpaths in close proximity to the park be suspended from 2.30pm to 4pm.
5. The applicant submitting to Council a public liability policy for \$10,000,000 with the interest of Hawkesbury City Council noted on the policy.
6. The reserve being left clean and tidy with the applicant being responsible for collection and disposal of all waste. The applicant is required to pay a total of \$950 being for:
 - i. A refundable bond of \$750.00 less any cost incurred by Council to clean or restore the area.
 - ii. A non-refundable fee of \$200.00 for hire of the oval and barricading the cricket wicket.
7. The applicant is to contact the Hawkesbury Sports Council at least one week prior to the event to make appropriate arrangements with regard to access to power.

8. No amplified noise above 5dB(A) above ambient level.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 126 Oooo



ordinary

5
section

reports
for information

ORDINARY**Meeting Date: 8 February, 2000****Item: 127****ITEM: 127 Payment to External Organisations****FILE NUMBER:** GP070/018 GR030/030 PT09 GT050/005 PT10/CSV/ORB08NCX.C12**PREVIOUS ITEM:** 75, Ordinary (16.11.1999)

REPORT:

Council resolved in November 1999 to request a revised business plan from Tourism Hawkesbury Inc. to identify the expenditure for the purposes of marketing and promotion in the 1999/2000 financial year. In addition it was requested to have a satisfactory acquittal process for all external organisations.

Detailed in the report was advice provided by Council's external auditors:

"that a funding agreement exists between Council and the external organisations and that records should be maintained to satisfy acquittal processes. Council's management work in partnership with the external organisations to implement and efficient and effective means to provide such acquittal".

Discussions with the three main external organisations receiving Council funding i.e. Hawkesbury Sports Council Inc., Hawkesbury City Chamber of Commerce, and Tourism Hawkesbury Inc., were held following Council's request and all organisations have provided a financial summary of operations to 31 December, 1999 with information regarding the operation of the external bodies to that date. The organisations are prepared to provide this information on a quarterly basis and can be reported to Council in accordance with a review of Council's operations at the end of each such quarter.

Set out in the table below are the summarised financials for these organisation to 31 December, 1999.

Organisation	Income	Expenses	Net Profit or Loss
Hawkesbury Sports Council Inc.	\$245,094.36	\$210,252.00	\$34,842.36
Hawkesbury City Chamber of Commerce	\$99,509.94	\$37,938.57	\$61,571.37
Tourism Hawkesbury Inc.	\$155,771.45	\$67,031.95	\$88,739.50

Hawkesbury Sports Council Inc.

For the Hawkesbury Sports Council Inc. the figures above indicate a surplus of \$34,842.36 for the period to 31 December, 1999. Hawkesbury Sports Council Inc. continues to maintain and manage Council's sporting facilities including mowing, cleaning and repairs as well as the collection of fees and responsibility for security of these facilities.

In relation to capital works from Council's funding the Hawkesbury Sports Council Inc. have in progress a number of shade shelters, flood lighting and irrigation under way for the upgrading of facilities and future development of sport within the Hawkesbury including permanent grounds for Soccer, Australian Rules, Rugby Union and additional hard courts for Netball.

Meetings of the Hawkesbury Sports Council Inc. are held monthly with delegates meeting on a quarterly basis.

Hawkesbury City Chamber of Commerce

In relation to the Hawkesbury City Chamber of Commerce a net profit of \$61, 571.37 was reported for the period to 31 December, 1999. Funding in accordance with the business plan provided by the Chamber included the employment of Main Street Co-Ordinators for the Hawkesbury. The Richmond Main Street Co-Ordinator commenced work in August and the Windsor Main Street Co-Ordinator started during December.

The Chamber provided additional information on activities for the first six months of the financial year including sponsoring Christmas display competitions and producing information booklets on the Goods and Services Tax. The Chamber have produced a monthly information newsletter and distributed this to all members and every business within the Hawkesbury. In addition a Windsor Road Taskforce has been set up in conjunction with Council's Local Economic Advisory Board.

The Chamber's President has indicated that the Main Street Program has had a successful six months and this is expected to extend with the employment of South Windsor and North Richmond Co-Ordinators in the near future.

Tourism Hawkesbury Inc.

For Tourism Hawkesbury Inc. a net profit of \$88,739.50 was provided for the period to 31 December, 1999. Information provided by the Chairman of Tourism Hawkesbury indicates the achievement of a five year business and marketing plan which has been amended for the 1999 period in accordance with Council's request. The five year plan is currently under review and will be completed and put to the Tourism Hawkesbury Inc. Board for adoption.

The five year business and marketing plan identified a need for a booking centre which is in the development stages and will become part of the current Visitors Information Centre.

Tourism Hawkesbury Inc. has recently circulated the Year 2000 Visitors Guide as part of the operations of the Visitors Centre. The Visitors Guide is an important publication for the Hawkesbury Valley with the advent of the Olympic Games coming to Sydney and the many overseas visitors that will be on our door step. The Visitors Guide is an opportunity to market and provide information about the Hawkesbury Valley effectively and efficiently at a minimal cost.

The number of Hawkesbury ambassadors has recently been increased by Tourism Hawkesbury Inc. in readiness for the Olympic visitation. The ambassadors show off the Hawkesbury Valley to outsiders and provides an example of the commitment to marketing the Hawkesbury to all visitors.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 127 Oooo

ITEM: 128 **Reports requested by Council - Status as at 14 December, 1999**

FILE NUMBER: GC280/005 PT03/CSV/ORB08NCX.C01

REPORT:

16/11/99	Sandmining DED	Report on proposed Sandmining of the Richmond lowlands and current position of two State Members for this region.	Correspondence sent to two State Members and report to be prepared for Council.
16/11/99	Community Consultation / Precinct Committees GM	Possible methods to allow greater community consultation strategies for the processing of development applications and planning procedures that may incorporate the establishment of precinct committees.	Report to be prepared for Council
14/12/99	Macquarie Park DAS&R	Report on funds being spent on maintaining the park. Report to include cost for signage to entrance of Park.	Report to be prepared for Council
14/12/99	Hawkesbury Local Economic Advisory Board DC&CS	Report on conduct of Hawkesbury Local Economic Advisory Board in response to letter tabled by in Questions without Notice.	Report to be prepared for Council.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 128 Oooo

ITEM: 129 **Natural Heritage Trust Grant - Landcare Co-ordinator Western Sydney**

FILE NUMBER: GG021/188 Pt1/ENG/ORB08NCX.E11

REPORT:

The Hawkesbury Nepean Catchment Management Trust (HNCMT) has been successful in its 1999 application to the Natural Heritage Trust for a grant to employ a Landcare Co-ordinator for Western Sydney.

Hawkesbury City Council in co-operation with the Trust is to provide an in-kind contribution of office space and equipment for the position.

The Landcare Co-ordinator commenced his position on 31 January and will be located at the Trust for the first two (2) months to enable him to gain a whole of catchment perspective of Landcare activities and issues. The Co-ordinator after the two months will relocate to Council. The position is currently funded for 12 months with the likelihood of an extension to 24 months.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

Oooo END OF ITEM 129 Oooo

ITEM: 130 **Development Application for South Windsor Correctional Centre**

FILE NUMBER: GT090/003 PT10/EVD/ORB08NCX.V06

REPORT:

Applicant: NSW Department of Public Works and Services

Property Description: Lot 1 DP740367, The Northern Road

Consent Authority: Minister for Planning

Local Government Area: Penrith City Council

Introduction

NSW Department of Public Works has forwarded to Council an interim submission of a Development Application submitted to the Department of Urban Affairs and Planning (DUAP) for the establishment of a new womens correctional facility on the site containing the existing John Moroney Correctional Centre located at the intersection of The Northern Road and Blacktown Road.

The submission is not part of the formal notification process required to be carried out by DUAP.

The purpose of the report is to provide Council with an overview of the proposal.

Proposal

The NSW Department of Corrective Services proposes to develop a new 200 bed womens correctional facility at South Windsor. The new correctional facility is intended to be located adjacent to the John Moroney Correctional Centre as shown on the attached site plan.

The proposed facility will provide accommodation for 200 female inmates in 13 separate accommodation units. These accommodation units will be spaced into separate groupings to accommodate either "low", "medium" or "high" need inmates. The proposed facility also includes various support facilities such as programs building a health unit, a reception centre, an industries building, a therapeutic unit, a visitors building, staff amenities, a short term management unit, community centres, recreation areas and gate house. The development is anticipated to generate employment for 80 people.

All buildings are proposed to be single storey in scale with a maximum height of 8 metres. The development site is located to the south of the existing access road into the complex off The Northern Road and will be set back approximately 75 metres from The Northern Road. It is proposed to construct a landscape mound along The Northern Road boundary of the site to minimise the visual impact of the development.

Existing Development on the Site

The existing buildings and uses which occupy the development site include:

- John Moroney Correctional Centre 1 - This is a maximum security facility and has the capacity to accommodate 250 inmates.
- John Moroney Correctional Centre 2 - This facility was designed as a minimum security facility and will have the capacity to accommodate 300 inmates. The construction of this facility is in the process of being completed.
- A Periodic Detention Centre - 80 detainees attend this facility from Friday evening to Sunday evening.
- Associated support services, recreational facilities and buildings.
- A rifle range.
- A golf course for correctional staff.

Need for Proposal

The Statement of Environmental Effects reports that over the past 17 months there has been a considerable upward trend in inmate numbers within NSW. This trend has a strong co-relation with the significant increase in the number of police matters that have been put before the courts.

It has been identified that approximately 1,000 new beds are required in order to maintain effective operations and to meet the increase in demand and approximately 600 new beds are required to enable replacement of retired stock. As part of this increased demand it has been identified that there is an urgent need for beds for women inmates. The proposed facility will aid in meeting this State demand for new beds.

Statutory Situation

The proposed development falls under the Statutory Provisions of State Environmental Planning Policy No. 27 - Prison Sites.

Development of the subject site to facilitate the erection and use of buildings for the purpose of a prison on the site is permissible with the consent of the Minister for Urban Affairs and Planning under SEPP27.

This State policy, in effect, makes the subject development "State Significant Development" and removes the consent role from the local authority, in this case being Penrith City Council.

A number of other State Environment Planning Policies as well as Sydney Regional Environmental Plan No. 20, apply to the land. These instruments are required to be taken into consideration by the Minister when considering the application.

Under the Environmental Planning and Assessment Act the proposal is required to be placed on public exhibition for a minimum period of 30 days. No formal notification of the exhibition period has been received by Council at the time this report was prepared.

Conclusion

This report has provided a brief overview of a proposed 200 bed womens correctional centre on the site currently containing John Moroney Correctional Centre.

The development comprises a combination of low, medium or high need facilities. The subject development is located in the Penrith Local Government Area. The development is identified as being of State significance and the Minister for the Department of Urban Affairs and Planning is the consent authority.

This report is for information and has not provided assessment of the impacts of the proposal. It is considered appropriate that such an assessment be carried out at the time the application is formally placed on public exhibition.

A further report be submitted to Council at the time the application is formally exhibited with a view of making a formal submission to the Minister.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

AT-1 Site Plan

SITE PLAN

oooO END OF ITEM 130 Oooo



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ORDINARY MEETING
Reports of Committees

Hawkesbury's Healthy City - 9 December 1999

Hawkesbury's Healthy City
Growing Shared Solutions to a Healthy Hawkesbury Community
a collaborative project between
Hawkesbury City Council,
the Cancer Council,
Hawkesbury Division of General Practitioners,
University of Western Sydney- Hawkesbury &
Hawkesbury District Health Services Ltd.

MINUTES

Notes of Hawkesbury's Healthy City- Steering Committee Meeting 9/12/99 held at the Hawkesbury City Council, Records Meeting Room, commenced at 9.00am.

Present: Rex Stubbs- Mayor Hawkesbury City Council
Esther Anderson- Hawkesbury City Council
Adriana Genova- Hawkesbury City Council
Darren Carr- Cancer Council
Janet Hogge- Hawkesbury City Council

Apologies: Garry Baldry- Hawkesbury City Council
John MacDonald- UWS Hawkesbury
Brent Powis- WHO Collaborating Centre
Katrina Denning- Hawkesbury District Health Service

1. Matters Arising From The Previous Minutes

- Minutes from previous meeting adopted

2. Update from the Communications Group/ Health Promotion Challenge

- Esther Anderson has approached the Gazette. They are very enthusiastic about the idea and will now place similar articles under a healthy cities logo.

A letter will be sent to the Gazette, outlining the idea and criteria. The Gazette will start to publish articles regarding healthy cities as a lead up to the Challenge, so that people can become familiar with the terminology etc.

The nomination form has been completed and will be available after a few slight changes have been made.

It has been proposed that the Richmond Club be approached to hold a dinner (annually) for

ORDINARY MEETING Reports of Committees

the monthly award winners.

- There will be an individual and group award for the month of January, to be announced at the Challenge launch in February.
- Additional Criteria: Voluntary work will be a priority. Paid workers who have been undertaking work above and beyond their duties will also be considered.

3. The Hawkesbury Show Display

- The Hawkesbury District Health Service has formally adopted the Healthy City Project.
- In regard to Council's tent at the Show, the Cancer Council has shown interest in sharing our tent and promoting Hawkesbury's Healthy Cities.

4. Hawkesbury Healthy City Logo

- It has been decided to leave the logo basically the same, and place St Matthews church in the background, to try and keep continuity and because it has been in use since the program became public. There are a number of issues which have a higher priority.

5. Update from the Cancer Council

- Darren Carr is remaining in his role at the Cancer Council
- The Workers Forum was a great success. Approximately 20-30 people attended. Half of the attendees were supervisors. The forum is currently being evaluated.

Darren Carr has experienced problems in recruiting volunteers to carry out tasks in the new year. Most of the work carried out by the Cancer Council in the Hawkesbury last year will be repeated in 2000.

The Cancer Council will be having more media coverage in the area and will be targeting more volunteers from the Hawkesbury area.

Next Healthy City Meeting: 10 February 2000
 Hawkesbury City Council
 Meeting Room (upstairs next to the Chambers)

oooO END OF REPORT Oooo

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Australia Day Awards Committee Meeting - Thursday 16 December 1999

PRESENT: Mayor, Councillor R Stubbs
Mr G Banting
Mr M Bennett
Mr K Lowe
Councillor D Finch
Ms K Foster
Mrs J Peare
Councillor C Paine
Ms Y Whalan
Mrs S Porter, Secretary

APOLOGIES: Councillor K Conolly
Ms J Barkley - Jack
Mr G McCully
Mr B Brown

MINUTES OF THE LAST MEETING:

It was moved by Mr G Banting, seconded Mrs Y Whalan, that the Minutes of the last meeting held on 22 December 1998 be adopted..

AWARD CONSIDERATION:

It was moved by Mr K Lowe, seconded Councillor D Finch, that Thomas Arndell receive the Commemorative Plaque.

The following Awards were determined by a majority vote:

SPORTSPERSON AWARD:

Awarded to: Mr Cameron Delany.

CITIZEN OF THE YEAR:

Mrs Jean Peare declined her nomination.

Awarded to: Lois Casserly.

YOUNG CITIZEN OF THE YEAR:

Mr Matthew Bennett declined his nomination.

Awarded to: Alaina Gorham, Georgina Wheaden and Damian Northen.

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SPECIAL ACHIEVEMENT AWARD:

Awarded to: Richmond High School.

COMMUNITY ARTS AWARD:

Awarded to: Mr Bill Wells.

COMMUNITY ORGANISATION OF THE YEAR:

Awarded to: The University of the Third Age.

GENERAL BUSINESS:

It was requested that the Secretary write to all unsuccessful nominators inviting them to resubmit their nomination next year and that full names be used on the Awards Board.

It was decided to accept the Richmond Club's offer to host the award ceremony.

The meeting terminated at 8.25pm.

oooO END OF REPORT Oooo

ORDINARY MEETING Reports of Committees

Tourism Hawkesbury Inc. - 16 December 1999

MINUTES OF MEETING
HELD ON THURSDAY, 16 DECEMBER, 1999
AT 7.50 PM. TOURISM HAWKESBURY INC OFFICE, CLARENDON

Present:

Stephen Doggett	(Chair)	
Clr Paul Rasmussen	(Secretary)	
Sue Guymer	(Treasurer)	(present for item 1 only)
Clr Di Finch		(present from 8.30 pm)
Duncan Galbraith		
Coral Jones		
Lyn Hudson	(staff)	

In attendance:

Marlene Murphy	(Minutes)
Jim Sefton	(Visitors Guide)
Lucia Okumura	(Fiddle Fest)

1. ADDRESS TO THE BOARD BY SUE GUYMER

An address was given to the Board by Ms Sue Guymer regarding events which had taken place at the previous THI Board meeting on 8/12/99. After the address, Ms Guymer re-stated her resignation as Visitors Guide Co-ordinator and then left the meeting.

At this stage, the Board was unquorate. An adjournment took place for 1/2hr until Clr Di Finch arrived.

2. CHAIR'S OPENING REMARKS

The Chair opened the meeting and welcomed Board members.

3. APOLOGIES

Received from Sherrie-Lee Evans and Jeff Riley

4. MINUTES OF PREVIOUS MEETINGS

4.1 Minutes 21.10.99 - Duncan Gailbraith advised that item 5.7 (Visitors Guide) required amendment. Discussion took place and it was agreed that the wording be changed as follows:

“The Chair of the Visitors Guide had reported that activity had finished..... etc. “and THI would meet any shortfall as between advertising revenue and production costs so as to make the 2000 VG a significant publication in line with the 2000 Olympics year”.

ORDINARY MEETING Reports of Committees

4.2 Minutes 23.11.99 – deferred to next meeting

4.3 Minutes 8.12.99 – accepted

5. BUSINESS ARISING FROM MINUTES

5.1 Minutes 21.10.99:
Discussion took place on item 5.1 (Council funding – funds use by THI). It was:

Moved: Clr Paul Rasmussen

Seconded: Clr Di Finch

that the Chair write to the General Manager, Hawkesbury City Council, seeking clarification from Council as to use of funding to THI.

6. CORRESPONDENCE

The Chair tabled the following correspondence, which was noted by the Board.

- UAH – Heritage horse ride (for discussion under General Business)
- Letter from Richmond Main Street Co-ordinator re Fiddle Fest (for discussion under General Business)
- Visitors Guide (for discussion under General Business)
- Correspondence - UWS Nepean Economic Indicators
- Letter re THI Newsletter – positive feedback (for discussion under General Business)
- Correspondence re B&B Guide – Strategic Tourism
- Resignation from THI Board – Ms Vanda Whitworth
- Correspondence re UTS students – participation in Tourism Study projects with THI
- Correspondence from Hawkesbury City Chamber of Commerce re joint fundraising event with THI
- Correspondence from Baulkham Hills Shire council re tourism development within LGAs
- Correspondence from Office of Western Sydney re Western Sydney Industry Awards

7. BUSINESS ARISING FROM CORRESPONDENCE

- Western Sydney Industry Awards – part of Awards Night encouraging Members to become involved in the awards – closing date 8/2/2000. Membership to be notified of the awards and this to be also published in the next edition of the THI newsletter
- Baulkham Hills Shire Council – Tourism Development – Clr Paul Rasmussen to attend a presentation on 20 December
- Hawkesbury City Chamber of Commerce re joint fundraising event with THI – planned joint fundraising event to be planned for next year

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- UTS students – participation in tourism study projects – Chair advised UTS that THI would be happy to participate

8. CHAIRMAN'S REPORT

Nil report.

9. TREASURER'S REPORT

Financial Accounts – October and November

In the absence of Ms Guymer, Duncan Galbraith tabled the financial statements for October and November 1999 and gave a general overview of THInc's financial status. Without discussion, it was,

Moved: Cllr Paul Rasmussen

Seconded: Coral Jones

that the Treasurer's report and payments for the months of October and November 1999, including cheque numbers (195337 to 195407) be accepted.

CARRIED

10. BUSINESS FOR DISCUSSION

- 10.1** New Years Eve Spectacular 2000 update – Coral Jones advised that sponsorship had been sought to bring Normie Rowe to perform at the event and that sponsorship funding amounting to \$2000 was sought.

Discussion took place and it was

Moved: Cllr Paul Rasmussen

Seconded: Coral Jones

that THI underwrite the Normie Rowe appearance at the Hawkesbury 2000 Spectacular up to an amount not exceeding \$4000.

CARRIED

- 10.2** Sydney Experience Tourism Development (STED) – Chair gave a verbal report on documentation received regarding applications for funding tourism projects. Funding would be matched on a dollar for dollar basis.

Discussion ensued and it was agreed that THI should apply for grant funding amounting to \$3000 to attend a workshop re making the Hawkesbury Valley a 'region of NSW' and also apply for 2 grants (amounting to a total of \$10,000) for photographs and facts sheets on the Hawkesbury region (these projects had been budgeted for in THI's Marketing Budget).

It was

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Moved: *Duncan Galbraith*
Seconded: *Clr Di Finch*

that THI should apply for the STED grants on a dollar for dollar basis to undertake the workshop re making the Hawkesbury Valley a 'region of NSW' and Hawkesbury region photographs and facts sheets.

CARRIED

- 10.3** **Unique Australian Horsesports (UAH) – Clarendon Championships - sponsorship by THI**
Chair advised that a number of meetings had taken place between UAH and THI re sponsorship of the UAH Championships to be held in August 2000. Minimum sponsorship was \$25,000.

Considerable discussion took place concerning the sponsorship issue and it was felt that, for the amount of money being asked by UAH, THI would have to be satisfied that there were opportunities to be gained for both organisations.

It was then

Moved: *Duncan Galbraith*
Seconded: *Clr Paul Rasmussen*

that the Chair continue communication with UAH regarding sponsorship of the UAH Championships in 2000, so as to seek opportunities to assist both organisations in reaching their mutual goals.

CARRIED

- 10.4** **THI Newsletter -** Chair advised he had received positive feedback from members to the December issue of the newsletter. Next edition January 2000.
- 10.5** **Business and Marketing Plan –2000**
Chair discussed the need to update the Business Marketing Plan for 2000. It was agreed a sub-group be formed to look at the Plan with the following composition:

Stephen Doggett
Duncan Galbraith
Clr Paul Rasmussen
Clr Di Finch

Chair to contact sub-group members to arrange mutually convenient date/time.

- 10.6** **THI Funding Submission to HCC**

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Chair stressed need to form a sub-group to look at THI's 2000 submission for funding from HCC. It was agreed that the same sub-group looking at THI's Business and Marketing Plan should also deal with the THI funding submission.

- 10.7 Joint Christmas Party with Hawkesbury City Chamber of Commerce – Chair advised arrangements were in hand to host this function.
- 10.8 VG Update – Front Page decision
Chair advised that at the previous meeting of THI on 8/12/99, it had been resolved that an additional 8 pages would be incorporated in the VG 2000. At that meeting, Sue Guymer resigned as VG Co-ordinator and Coral Jones took up that role so that the VG would be completed in time to meet the deadline of 17/12/99. At this stage all pages are complete, except for 2 pages to be used in the Olympics spread. Coral Jones then tabled the proof of the VG for members perusal.

Present at the meeting was the Manager of Fitzgerald Printing, Mr Jim Sefton, who provided a verbal update on the guide and sought THI approval to the extra funding required for the extra pages etc. Discussion took place on the layout of the front page (lettering colour/shadowing etc.) and it was then:

Moved: Cllr Di Finch
Seconded: Duncan Galbraith

that THI accept the Visitors Guide with the front page main heading having 'green/white shadow' lettering

CARRIED

Coral Jones then provided members with a breakdown of costings for printing the Guide, incorporating the additional 8 pages. It was advised that Macquarie Press in Dubbo (used by Fitzgerald Printing for all its larger print runs) would print the Guide in the January timeframe at a total cost of \$60,746 for 40 pages with 150,000 copies. This was a difference of \$10,200 as between the original quote of \$50,800 for 32 pages and 150,000 copies.

It was then:

Moved: Duncan Galbraith
Seconded: Cllr Di Finch

that the quote from Macquarie Press for \$60,746 be accepted to print the 2000 Visitors Guide (ie. 40 pages and a print run of 150,000 copies).

CARRIED

ORDINARY MEETING Reports of Committees

10.10 Fiddle Fest – Richmond Main Street Committee – request for funding

The Board received a presentation on the proposed Fiddle Fest from Main Street Committee member, Lucia Okumura. The Fest would run in April next year (14-16 April) where there would be concerts, an eisteddfod and various workshops running simultaneously. This would be the first Fiddle Fest of its kind in Australia, with competitors from around the world eg. USA, Japan, UK etc. It was hoped if the first Fiddle Fest was successful, then subsequent Fests could incorporate accommodation/travel packages to international visitors.

The Fest sought THI's support to host the event and sponsorship in the form of becoming an 'underwriter' of the event, up to an amount of \$16,000.

General discussion took place and it was

Moved: Cllr Paul Rasmussen

Seconded: Coral Jones

that THI:

- 1. underwrite the Fiddle Fest up to an amount of \$16,000*
- 2. seek to have the name of the Fiddle Fest changed to "Hawkesbury Valley Fiddle Fest" as a part of its sponsorship of the Fest;*
- 3. provide support through its THI office (from the Promotions/ Advertising and Marketing budget), for an up-front amount of \$2,000 for use by the Fest in promoting the event;*
- 4. offer Fiddle Fest use of THI's web site for promoting/marketing the event (from its Promotions/Advertising and Marketing budget) including an email address.*

11. NEW MEMBERS

The Chair tabled a list of new members for the Board's approval. It was pointed out that one of the applicants for membership came under the "Education Sector" and that under THI's constitution, there was not actually a sector for that category. This matter to be investigated by Chair as an addition to the categories listed in the Constitution. It was then

Moved: Cllr Paul Rasmussen

Seconded: Duncan Galbraith

that the new members, as tabled, be appointed to THI membership.

CARRIED

ORDINARY MEETING
Reports of Committees

12. GENERAL BUSINESS

S.Doggett

- **"Inside Australia"** publication - group very keen to see Hawkesbury Valley featured in this publication
- **Accommodation Survey** - completed with 5138 persons now staying overnight in the Hawkesbury at any one time.

P.Rasmussen

- **THI - thanks to Sue Guymer**

It was

Moved: *Clr Paul Rasmussen*

Seconded: *Stephen Doggett*

that the Chair write to Sue Guymer expressing the Board's thanks for her valuable contribution to THI, and particularly her tireless work with the Visitors Guide.

CARRIED

13. OTHER BUSINESS

THI - Advertising in External Publications

General discussion took place on THI advertising in external publications on a regular basis. Chair asked for Board input as to allocation of \$500 from the Marketing Budget to allow for this.

It was

Moved: *Duncan Galbraith*

Seconded: *Coral Jones*

that an amount of \$500 (on a regular basis over the next 6 months) be expended on promoting THI in external publications eg. Hawkesbury Gazette.

CARRIED

Diamond Press Account – 1999 VG

Clr Rasmussen gave background to an outstanding account from Diamond Press re the 1999 VG. He pointed out that at the time this amount had been 'held' until major printing mistakes were rectified by the printer. It should be noted however, that both he and Sue Guymer had spent a considerable amount of their time in this process and this should be taken into account when deciding whether or not the amount should be paid in full or written-off.

It was

Moved: *Clr Rasmussen*

ORDINARY MEETING
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Seconded: Coral Jones

that the Chair negotiate with Diamond Press the possibility of 'writing off' the amount in view of the considerable time and effort spent by Paul Rasmussen and Sue Guymer rectifying mistakes made by Diamond Press in printing the 1999 VG.

CARRIED

Motion of 'No Confidence' in THI Director- Sue Guymer

A motion of "No Confidence" and request for the resignation of Ms Sue Guymer as THI Director had been expressed by some Board members. This was as a consequence of the events that had taken place at the previous Board meeting and the address given to the Board by Ms Guymer.

It was then:

Moved: Duncan Galbraith

Seconded: Clr Di Finch

that the Chair contact Ms Sue Guymer, THI Director, advising her that a motion of 'no confidence' and a request that she resign from the THI Board, had been passed and carried at the THI Board meeting of 16/12/99.

CARRIED

Chair to advise Ms Guymer however, of her 'right of reply' under the Constitution.

At this point in time, Clr Paul Rasmussen tendered his resignation from the position of THI Secretary on the Board.

The Chair then formally closed the meeting.

14. CLOSURE

There being no further business, the meeting concluded 11.45 pm.

SIGNED AS A TRUE AND ACCURATE RECORD

.....
CHAIRMAN

.....
DATE

oooO END OF REPORT Oooo

ORDINARY MEETING Reports of Committees

Heritage Advisory Committee - 13 January 2000

Minutes of the Heritage Advisory Committee held on Thursday 13 January 2000, commencing at 6.00pm.

PRESENT: Mr M Fibbens, Mr D Bradshaw, Mr E Karhunen, Mr M Hatherly, Mr B Flakelar, Mr S Doggett, Mrs D Campbell, Mr M Ryan, Mr P Pleffer.

1. APOLOGIES: Mrs J Barkley Jack, Professor I Jack, Dr L Sullivan, Mr G Edds.

2. CONFIRMATION OF PREVIOUS MINUTES

The following corrections were made to the minutes of the previous meeting:

Present - Max Hatherly to be recorded as being present.

Apologies - Jan Barkely Jack to be recorded in the apologies

Subject to the above corrections the minutes of the previous meeting held on Thursday 18 November 1999 were adopted.

3. BUSINESS ARISING OUT OF THE PREVIOUS MINUTES

Nil

5. CORRESPONDENCE

A letter from the NSW Heritage Office regarding proposed works within and near Thompson Square, Windsor for the purposes of a pump station and associated electrical box was tabled. This letter was in reply to a letter on behalf of the Heritage Advisory Committee in June 1999. The Committee received the letter from the NSW Heritage Office.

6. DRAFT TERMS OF REFERENCE

Draft terms of reference for the Committee were discussed. Matters discussed included the role of the committee in promoting heritage issues, economic advantages of promoting and conserving the heritage items in the Hawkesbury local government area, the structure and profile of the committee, method of reporting the minutes and recommendations of the Committee to Council, and recommendations for funding of heritage projects.

The draft terms of reference are to be amended and circulated to Committee members.

ORDINARY MEETING Reports of Committees

7. GENERAL BUSINESS

7.1 Hawkesbury Heritage Study review Project

A copy of the latest draft consultant's brief was tabled. The Committee was advised that Council was still waiting for the NSW Heritage Office to approve the draft consultant's brief.

7.2 Commissioning Ceremony of Nuship Hawkesbury

The Committee was advised that on 12 February 2000 the Royal Australian Navy (RAN) will officially commission the Nuship Hawkesbury. The RAN has contacted Hawkesbury Museum. The Museum will be assisting the RAN is arranging a display of memorabilia from the previous Hawkesbury ship.

7.3 Passing of Alex Hendrikson

The Committee noted that Alex Hendrikson recently passed away. Alex Hendrikson had been a long serving member of the Committee. The Committee requested that a letter of condolence from Council be sent to his family.

7.4 Final Draft of The Burra Charter

Max Hatherly tabled the final draft of the Burra Charter. Copies are to be distributed with the minutes of this meeting.

8. NEXT MEETING

The next meeting of the Heritage Advisory Committee will be held on Thursday 10 February 2000.

Meeting closed at 7.30pm.

oooO END OF REPORT Oooo



**ordinary
meeting**

end of paper