Hawkesbury City Council

ordinary meeting business paper

date of meeting: 11 July 2000

location: Council Chambers

time: 7.30pm

ITEM **SUBJECT** **PAGE**

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Ordinary Meeting - 11 July 2000

Councillor Gilling:

Provisions of Facilities for Councillors

That Council provide another phone line independent of the fax line for Councillors who require the extra service.

Reasons

With email, fax, phone and message bank on the one telephone line is causing communications problems in some geographic areas of the City.

Problems such as messages not going to message bank or faxes not being received. Most messages on the message bank go to the fax. For example it is not unusual for say 2 out of 11 messages being directed to the fax.

An extra phone line will alleviate these problems and free up Councillors private phones for their families use.

Councillor Gilling:

Sealing of Packer Road

That Council advertise and call for expressions of interest for the design and construction to seal Packer Road.

Councillor Conolly:

Medium Density

That:

1 The preparation of the revised Residential Character Development Control Plan be given high priority, with the aim of exhibiting the plan before the end of 2000.

2. One goal of the revised Residential Character Development Control Plan is to define which residential zoned areas within Hawkesbury City are deemed suitable for medium density development and which are not.

3. The draft Residential Character Development Control Plan is to include as an option a proposal to permit dual occupancy and other forms of medium density development only within 500 metres of a railway station or a designated central point within one of the following shopping centres: Windsor, South Windsor, Richmond, Hobartville, North Richmond, Bligh Park, McGraths Hill.

oooO END OF NOTICES OF MOTION Oooo

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AGENDA

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

Report of the Meeting of the General Purpose Committee held at the Council Chambers, Windsor, on 27 June 2000, commencing at 9.00am.

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

Apologies for absence were received from Councillors Allan, Conolly and Davies.

RESOLVED on the motion of Councillor Paine and seconded by Councillor Rasmussen that the apologies be accepted.

RESOLVED on the motion of Councillor Finch and seconded by Councillor Rasmussen that the Minutes of the General Purpose Committee Meeting held on the 23 May, 2000, be confirmed.

The following recommendations were passed as resolutions of the Committee:

Councillor Davies arrived at the meeting at 9.10am.
Councillor Allan arrived at the meeting at 9.25am.
Councillor Conolly arrived at the meeting at 10.00am.
Councillor Conolly left the meeting at 11.40am.
Councillor Calvert left the meeting at 11.41am.
Councillor Williams left the meeting at 3.45pm.
Councillor Gilling left the meeting at 4.10pm.

SECTION 1 - ENVIRONMENT

125: Proposed Rezoning, Lot 5 DP237575 Chapel Street, Richmond (P347/160 PT 02/EVD/ENF27NAX.V06)

Mr Glen Falson, representing the applicant, Mr Phil Smith, owner, addressed the Committee.

COMMITTEE’S RECOMMENDATION

That a site inspection be carried out.

A site inspection was carried out at 2.00pm. Councillors present were the Mayor, Clr Stubbs and Councillors L Allan, P F Davies, D Finch, G J Gilling, C A Paine, P R Rasmussen, L C Sheather, L A Williams, and C J Woods.

That the owner consult with Council staff to discuss alternative solutions.

ADDITIONAL INFORMATION

The owner and his town planning consultant met with Council staff on 3 July 2000. The issues of access, density and form of development were discussed. The owner advised that he will seek advice from a traffic consultant on the critical issue of access, and then hold further discussions with Council staff concerning all issues. Accordingly it is appropriate to defer a decision on this matter.

Recommendation

That Council defer consideration of this matter to a future General Purpose Committee Meeting, pending a revised submission from the applicant.

126: Single Storey Detached Dual Occupancy and Two Lot Torrens Title Subdivision at Lot 3 DP263213 No. 76 Pecks Road, North Richmond (M 0523/00/EVD/ENF27NAX.V01)

Mr Simeon Sarafov, applicant, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That a site inspection be carried out.

A site inspection was carried out at 2.45pm Councillors present were the Mayor, Clr Stubbs and Councillors L Allan, P F Davies, D Finch, G J Gilling, C A Paine, P R Rasmussen, L C Sheather, L A Williams, and C J Woods.

That mediation be undertaken with the objectors and the applicant prior to the Ordinary meeting with the outcomes to be reported to that meeting.

127: Proposed Rezoning at 719 and 721 George Street, South Windsor, Lot 258 DP 658249 and Lot 21 DP 518147 (P731.1640 and P731.1630//ENF27NAX.V08)

Mr John Cody, representing the applicant, Project Planning Associates Pty Ltd, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That the application to rezone Lot 258 DP 658249 and Lot 21 DP 518147 to allow a family restaurant and service station/convenience store not be supported.

128: Proposed Rezoning of Lot 13 DP 577614, Beddek Street, McGraths Hill
(P240/005/ENV/ENF27NAX.V02)

COMMITTEE'S RECOMMENDATION

That the application to rezone Lot 13 DP 577614 from Rural 1(c) to Residential 2(a) not be supported.

ADDITIONAL INFORMATION

It is understood that Councillors received electronic mail from the applicant in relation to the rezoning proposal for land at Beddek Street, McGraths Hill.

The information provided by the applicant was in fact the supporting information which accompanied the rezoning application. This information was assessed by staff and summarised in the report to the General Purpose Committee.

A second email also provided the following additional justification for the proposal:

"1. The Section 117(2) Direction to councils does not prevent rezoning in this case and any imputation to the contrary in my view deliberately misleading. The proposal cannot be described as significant and there the direction does not apply."

Comment

The Section 117(2) was reproduced in the report submitted to the General Purpose Committee on 27 June 2000 and shows that the proposed rezoning is inconsistent with the Ministerial Direction. A recent decision by the Land and Environment Court - *Belongil Progress Association Inc v Byron Shire Council and the Minister for Urban Affairs and Planning* has implications for the plan making process and establishes that local Councils are bound to act on such directions in the preparation of a draft local environmental plan.

"2. The rezoning proposal seeks the opportunity to develop four detached dwellings or two duplex dwellings, as opposed to one duplex dwelling. Considering the area on the site that is available for development is 5847 square metres, the proposal could hardly be described as medium density development."

Comment

Under the provisions of Councils Development Control Plan for Medium Density Development, more that two dwellings erected on one parcel of residential land constitutes medium density development.

“3. Arguments about flood levels, access and scenic quality have little substance and do not justify the planning report recommendation. The subdivision of lot 13 into four residential lots is not prohibited by Clause 25 of the HLEP 1989, the clause does not even mention subdivision.”

Comment

Clause 25 of Hawkesbury Local Environmental Plan 1989 relates to the development of flood liable land, subdivision, also being development. Under the provisions of this clause Council must consider, amongst other issues, the flood liability of access to the land and the effect of isolation of the land by flooding. In this regard the proposed rezoning is not acceptable.

“4. As to the broader issue of further development in the Hawkesbury Nepean floodplain there is no broader issue. The proposal is for two additional dwellings on a site that has already been provided with utilities. This is a not a precedent that will raise the broader issue of floodplain development. This is a minor adjustment to a zone boundary that makes good sense, it is not a ‘spot rezoning’.”

Comment

Flooding in the Hawkesbury is a real issue and not a *“rare occasion”* or *“unlikely event”*as stated by the applicant. The subject land and access to the site is located below the 1% and 2% flood event and in this regard, the property is flood liable. It is not considered appropriate to rezone flood liable land for further residential development and the proposal is inconsistent the Ministerial Direction.

The applicant has been consistently advised by staff that it was unlikely that the rezoning would gain suppport.

Recommendation

That the information be received.

129: Blaxlands Ridge Ponds (P209/535 Pt.06/GMA/ENF27NAX.G05)

Ms Sue Gleeson, Mrs Marie Noble, Mr Aaron Hinks, Mr John Hermitage, and Mr Trevor Devine, objectors, addressed the Committee.

COMMITTEE’S RECOMMENDATION

A. That:

1. The community be advised of the position regarding the Blaxlands Ridge Ponds as contained in the report and their comment be sought.

2. The Environment Protection Authority be asked to confirm in writing approval for treatment of sullage at the Sewage Treatment Plants at McGraths Hill and South Windsor

3. Financial support be requested from the NSW Government including the subsidisation of the sullage disposal operation in similar terms to that occurring within the Blue Mountains be sought.

4. The Environment Protection Authority's position regarding the sewage treatment plants operating licence be sought in relation to infill development and the additional urban areas that the Council has supported becoming available for development prior to the commissioning of the three towns sewerage scheme and the additional load this would place on the Windsor treatment plants.

5. Legal advice in the matter be obtained.

6. A report be brought to the next Ordinary meeting on closing the Ponds in the short term and how costing will be funded.

B. That the Minister for the Environment, and The Minister for Western Sydney be invited to an on-site inspection of the Blaxlands Ridge Ponds to discuss the closure.

ADDITIONAL INFORMATION

Council sought a report to this meeting regarding the short term closure of the Ponds and the financing thereof.

The only realistic option is to road transfer the septic effluent to the McGraths Hill and South Windsor Sewerage Treatment Plants. The Environmental Protection Authority have indicated that they would agree with this occurring, however the additional response that the Council requires is how far they will allow the current license conditions to proceed. For the next stage of the South Windsor Plant's expansion to proceed the financing was coming from contributions from development.

Financing required to close the Ponds is in two parts, the first being the cost of treating the septage effluent that is conservatively calculated at $151,275 or $86.39 per resident per annum. The second cost is that the capital contribution towards the headworks of which the Council's normal fee for a permanent connection is $2,551.80 per property, this equating to $4,468,202.

In relation to the source of funds, this could either come from a direct charge to the user of the service which would be the normal basis of the costing occurring, or, the Council determining that it wishes to take the funding from its General Fund and in doing so it should resolve the basis of the subsidisation if this is to occur, and from a State Government grant/subsidy that has not been forthcoming as a result of previous requests, with the last being to the Environmental Protection Authority who indicated that they had no role in providing such a subsidy.

Currently $48,740 is provided in the budget for the treatment of the current septage effluent that is taken to the plants. There is an additional $35,000 put towards the maintenance of the Ponds for which if they would closed around $5,000 would be required for basic maintenance prior to the preparation of a rehabilitation plan and its funding being sourced.

COMMITTEE'S RECOMMENDATION

That Council form a Task Force to deal with the Three Town Sewerage Scheme and lobby the State Government. Further, that a report be brought back to the Ordinary meeting suggesting prospective members of this Task Force and Councillors be elected.

130: Litter Reduction Program (GW010/013 Pt.3/GMA/ENF27NAX.G04)

COMMITTEE'S RECOMMENDATION

That the information be received.

131: Unauthorised filling of land - Lots 188-191, Lot 90, DP786549 Springwood Road, Yarramundi (P825/105, P825/145, P825/155, P825/165 & P825/175/EVD/ENF27NBX.V09)

Councillor Rasmussen declared an interest as he is an adjoining property owner.

A letter tabled by Ms Nicole Maxwell, objector, was read to the Committee.

COMMITTEE'S RECOMMENDATION

That:

1. The offer of Boral and Councillor Rasmussen to restore the site be accepted and that Council take all necessary steps to see that the restoration proceed as soon as possible.

2. Quotes be called for the fencing of the site using steel posts and wire cabling.

3. A quote be accepted and the fence installed at Council's expense.

4. Council advise the Department of Land and Water Conservation that in view of the cost of fencing, no monetary contribution can be made to the plan of management.

5. Status reports be provided regularly to Council.

6. As a matter of urgency, a fence be erected to prevent access to the reserve.

7. A further report be brought back to Council on available evidence on the undertaking of the dumping.

ADDITIONAL INFORMATION

Report on Available Evidence of Dumping

Sequence of events

1. 10 September 1998 Lot 2 DP235341 - 167 Springwood Road, Yarramundi

Phone complaint received regarding trucks depositing soil on land owned by Councillor Rasmussen. Inspection revealed a truck owned by Jeffsann Plant Hire of Castlereagh Road, Agnes Banks depositing soil on the property.

Advice received from the driver suggested that Councillor Rasmussen had requested the material to be placed across the track to stop access. This is hearsay evidence and would not be acceptable in any court proceedings.

Later that day, Councillor Rasmussen contacted a Council Officer and advised that he had purchased the soil for topdressing. He also stated that he wanted further material in the form of broken concrete to be placed across access tracks to stop unauthorised dumping.

2. 18 February 1999 Lots 188, 189 DP803295 - Crown Land

Trucks owned by Jeffsann Plant Hire and J G Micallef, 185 Blaxland Ridge Road were observed attempting to deposit clay, shale and stone material on the land adjacent to the poplar trees.

Notices were sent to Jeffsann and Micallef on 1 March 1999 and again on 9 March 1999 requesting information regarding the depositing of material on the land. No response was received from either Jeffsann or Micallef.

At 3.55pm on 11 March 1999 Councillor Rasmussen spoke with a Council Officer by telephone regarding the letters sent to Jeffsann Plant Hire. During this conversation Councillor Rasmussen stated that he believed the land to be his property and that he had directed Jeffsann to deposit fill material onto the land to block tracks off to deter unwanted dumping of refuse, stolen vehicles and undesirables.

3. Correspondence received from Councillor Rasmussen dated 7 April 1999 provides his reasons for depositing the material.

> *"I refer to your correspondence and our telephone conversations over several dates and times. I also make reference to my telephone conversation with Geoff Hudson.*

As I have now explained several times the soil material placed on my property at Yarramundi was to erect an earth barrier in strategic locations on the land to block the access to illegal dumpers. The disposal of burnt out cars, domestic waste, asbestos material, whitegoods, car body panels, mattresses, carpet and numerous other assortments of junk has occurred over several years and signs, fences and the 'normal' means to ward off illegal dumping has not been effective.

I have spent a considerable amount of time and effort disposing properly of this dumped rubbish and clearing it from my property. The earth 'fence' is the tactical move to try and prevent illegal dumping and various other unsavoury and illegal activities occurring on the property.

I have no problem with families using the river front land for recreation and for normal activities such as fishing, swimming and horse riding, however, a certain group of people use it for same sex encounters and openly 'display' themselves at the back of the property. These are not family activities and families wishing to enjoy the area should not be subjected to this type of behaviour.

The earth fence measure may not deter these people who use the property without my consent. Several of these people have threaten me with violence and indicated that they would get Council to 'hound' me if I did not stop chasing them off my property.

Please not that I Am not in any way 'landfilling' or 'dumping' waste material on the property and the 'plan of action' to try and stop the various illegal activities on the property has been agreed between myself and the President of the land care group at Navua Reserve. They have tried, as I have, to stop this with earth 'fences' and large concrete blocks deeper on the property and immediately opposite the Reserve on the Grose River Bank. This too has not worked and we recently came to the agreement that I would block-off the illegal tracks on my property and place an earth 'fence' along the Springwood Road boundary - at my expense. This action has now been completed and we hope that it will be effective. No further activities are planned until we evaluate the effectiveness of the current measures in a few months time.

You state, in your most recent letter to me, that the earth fence has blocked-off access to vehicles including those used for bush fire control. Firstly, the fence is meant to block access to vehicles dumping rubbish and using the land for improper meeting purposes. Secondly, there are numerous (at least four) other tracks further East which could be used in case of bush fire emergency.

Thirdly, in my time at Yarramundi there have been twelve fires on that section of my property; three due to controlled burn-off by the local bush fire brigade (with my approval) and the remainder caused by illegal 'living', campfires and burnt out stolen cars. Without easy access to the 'back' of the property cars will not be dumped and burnt there, I believe, and the risk of fire will reduce significantly.

This action will also mean fewer 'call outs' by the volunteer fir brigades which therefore conserves their efforts for the 'real' bush fires in the area. Also waste material will not be able to be dumped 'out of sight' and is therefore less likely to occur thus greatly reducing this long standing problem and the cost to all of cleaning it up, not to mention the reduction in the visual and environmental pollution.

I have explained what actions I am taking to try and halt the problem at Yarramundi you may be kind enough to enlighten me, in writing, on what Council is intending to do to help me and the friends of Navua Reserve combat this long standing issue. With the combined efforts of the land owners, friends of the Reserve and Council we can solve this problem I am sure."

4. After further correspondence was forwarded the Councillor Rasmussen he provided the following advice dated 3 May 1999.

"I refer to your correspondence of 20 April 1999.

Please note that I have pointed out that my attempts to secure my land against illegal dumping and anti social activities is not land filling. I would ask that you stop referring to it as such given that ' illegal' landfilling has a totally different implication to safeguarding the environment, riverbank and lowlands which is what I and the local land care group is attempting to do.

You may be aware that the 'undesirables have yet again created an illegal track to the back of my property to get to the hidden riverbank. My intention is to build yet another mound fence to 'block' this access but in view of your desire to meet with other interested groups I will defer my actions until after the meeting. However, should there be any dumped cars, tyres, and asbestos material (or undesirable activities which incurs a public liability) I will hold you responsible given that I am prevented from taking reasonable precautions to prevent such events.

I would also recommend that you contact the local land care group President and ask him to be present at the proposed meeting.

I am available at any time with about two week's notice, so please set a time, date and place and I will be there."

5. On 2 June 1999 Councillor Rasmussen was involved in discussions with staff from Boral. At that time he was heard to say:

"I arranged the dumping of earth to block access to keep out undesirables accessing the reserve. I thought it was in the best interest for the community. People have been illegally accessing my property as well as Boral's property."

This is also hearsay evidence.

Other activities

There have been other incidents where the disposal of material has occurred on the property. During May 1999, trucks were found to be depositing material at the request of the Roads and Traffic Authority. The material was deposited directly in front of the earth fencing provided by Councillor Rasmussen. The authority subsequently removed the material as requested.

Conclusion

Councillor Rasmussen has on a number of occasions admitted that he caused material to be placed on the land. When he first commenced this practice he claims that it was his opinion that the land was his property and was taking steps to secure it from illegal activities. He stressed that he caused material to be placed across the front access but does not admit to causing other material to be placed elsewhere on the land.

In order to gain evidence to dispute this claim, subpoenas would have to be issued to the operators of Jeffsann Plant Hire and J G Micallef. Their evidence would have to link Councillor Rasmussen with the fill placed within the site and not just that placed across the access.

Should Council wish to prosecute those responsible, advice should be obtained from Council's solicitors as to prospects of success on the available evidence.

The following will be displayed at the meeting

Photographs for Jeffsann trucks.
Photographs of stolen vehicles disposed of on site.

Recommendation

That the information be received.

132: 1256 Bells Line of Road, Kurrajong Heights (P243/5696 Pt01/EVD/ENF27NBX.V10)

COMMITTEE'S RECOMMENDATION

That Council write to the RTA requesting that the minimum standards for maintenance and repair as detailed in Part 3 of the Heritage Amendment Regulation 1999 be carry out on the subject property and that the RTA provide 12 monthly reports to Council demonstrating compliance with same.

133: Open Area Test Site - 714 Upper Colo Road, Upper Colo - Appeal Against Refusal of Development Application (DA0090/98/ENV/ENF27NBX.V07)

Mr Turvey To, solicitor representing Ms Sally Bongers, and Ms Sally Bongers, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That:

1. Council instruct its solicitors to have the advice from Price Waterhouse Coopers Legal reviewed by Mr Peter McClelland QC.

2. Should the advice confirm that the development is legally permissible, Council solicitors be instructed to negotiate with the applicant for consent orders to be issued by the Court (i.e. conditional approval).

SECTION 2 - INFRASTRUCTURE

46: Lower Portland Ferry Service - Removal of toll (GT240/010 Pt2/ENG/INF27NBX.E06)

The Committee, exercising its delegation as Council

611 RESOLVED on the motion of Councillor Rasmussen seconded by Councillor Sheather

That the toll on the Lower Portland Ferry Service be removed from 1 July 2000.

47: Wilberforce School of Arts (P2355/380, GC318/002, GH001/009/ENG/INF27NBX.E03)

Mr Nigel Rynne, representing the Wilberforce School of Arts Management Committee, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That the acquisition of additional land to the south and west of the existing School of Arts for car parking purposes be pursued.

48: Application to remove significant tree under Council's Tree Preservation Order (P243/5905/ENG/INF27NBX.E01)

Mr Brian Williams, applicant, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That Council take the necessary steps to advise Mr Williams that he can remove the tree as it is dangerous.

49: Windsor Mall - Shop Identification (GR120/016 Pt4/ENG/INF27NBX.E04)

COMMITTEE'S RECOMMENDATION

That the Windsor Mall directory proposal proceed with funds for the construction of the facility being recouped from participants at $100.00 (one hundred dollars) per business with any future name changes costing $200.00 (two hundred dollars) per business. Further, that the information directories be located at either end of the Mall.

50: Francis Street Closure (0613/R Pt4/ENG/INF27NBX.E05)

Mr Cassels, Mr Garry Townsend, Reverend Noel Pilcher, and Ms Suzanne Bradshaw, residents in support of the proposal, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That the closure of Francis Street not proceed and that a plan of management be developed with appropriate speed calming devices and a reduction in the speed limit to 40km per hour for the entire length of Francis Street.

ADDITIONAL INFORMATION

A petition with 36 signatures was received on 4 July 2000, with the signatures of 34 Francis Street residents. The residents support the proposed closure of Francis Street, Richmond at Smith Park/Pugh's Lagoon. This support is based on opposition to motorists who exceed the speed limits in Francis Street when using it as a bypass to the main thoroughfare.

51: Regional Road Funding - Block Grant 1999/2000, 2000/01 (GG021/035 Pt6/ENG/INF27NBX.E02)

COMMITTEE'S RECOMMENDATION

That

1 Council continue to make representations to the local member and the Roads & Traffic Authority to seek to have Hawkesbury City Council's formula for regional road funding purposes determined on the rural Council's formula or at least gain an equitable share of regional road funding for maintenance purposes, based on previous funding provided for maintenance of main roads on behalf of the Roads & Traffic Authority by Council.

2 The State Government be requested to increase the quantum of funds currently available for regional road purposes.

52: McMahon Park Update (PK/007/ENG/INF27NBX.E07)

COMMITTEE'S RECOMMENDATION

That the information be received.

SECTION 3 - ORGANISATION AND RESOURCES

82: Monthly Financial Report - May 2000 (GF011/005/FNC/OGF27NAX.F02)

COMMITTEE'S RECOMMENDATION

That the information be received.

83: Proposed Hawkesbury Jazz Festival (PK/202 PT8/CSV/OGF27NBX.C03)

COMMITTEE'S RECOMMENDATION

That Council support the staging of the proposed Hawkesbury Jazz Festival in Richmond Park on Sunday 19 November 2000, subject to Hawkesbury Sports Council Inc making the oval available for the event. Further, subject to the support of the local police, the Alcohol Free Zone restrictions be lifted during the event and the organisers are to ensure that any alcohol sold at the event is subject to Liquor Licensing Regulations and products being served in plastic glasses only.

1. Noise is to be kept to a reasonable level, with an amplified sound less than 5d(B)A above ambient level.

2. The park is to be left clean and tidy. The applicant paying to Council a refundable bond of $750.00 less any cost incurred by Council, administrative or otherwise to clean/restore the area.

3. The applicant submitting a Public Liability Policy for $10,000,000 with the interest of Hawkesbury City Council noted on the Policy.

4. If required the applicant obtaining necessary approvals with regard to the sale of hot food.

5. Festival organisers obtaining permission from Hawkesbury Sports Council regarding use of the oval and grandstand.

SUPPLEMENTARY REPORTS

84: Documents for Execution Under Seal - Funding Agreement (GM001/021 PT12/CSV/OGF27LBX.CO1)

The Committee, exercising its delegation as Council

612 RESOLVED on the motion of Councillor Rasmussen seconded by Councillor Paine

That the Seal of Council be affixed to the documents associated with the funding of the Aerospace Industry Cluster Project.

QUESTIONS WITHOUT NOTICE:

1. Councillor Finch referred to the dumping of rubbish at Cecil Park, North Richmond (near Keda Circuit) and requested that this matter be investigated.

   The Mayor advised that this would be done.

2. Councillor Rasmussen requested a copy of a letter sent to the Department of Defence seeking membership on the steering committee for the economic impact study.

   The General Manager advised that this would be provided.

   Councillor Rasmussen enquired if Council had been advised in relation to this matter.

The General Manager advised that a letter had been received requesting use of facilities and advising that there would be a briefing, but as yet, no date had been set. He further advised that the date which had been set was for the briefing of Federal Members.

Councillor Rasmussen requested that the matter of Council pursuing a place on the steering committee be followed up.

The Mayor advised that he has pursued this matter with both the Federal Member for Macquarie and the Prime Minister who had given a commitment. He further advised that he was receiving regular updates and would follow up this matter.

3. Councillor Rasmussen enquired if correspondence had been received from the Windsor RSL Sub-Branch requesting funding to send sporting representatives to Tasmania.

   The Mayor advised that he had received a copy of this correspondence and it was being processed.

   Councillor Rasmussen enquired if this matter would be reported to Council.

   The General Manager advised that it would be reported if it required more than $100 to be voted.

4. Councillor Sheather referred to changes to the boundary of Kurrajong and Blaxlands Ridge. He enquired what Council's involvement was in relation to this.

   The General Manager advised that a map had been forwarded to the Geographical Names Board listing Council's preferred boundaries.

   Councillor Davies advised that Geographical Names Board were to re-advertise the changes in the near future and would then allow one month to receive submissions.

5. Councillor Davies referred to discussions held with Natalie Hull from the Community Centre at North Richmond. He referred to work planned for this Centre and requested that this work include a fence between the Community Centre and the Chas Perry Hall approximately 1.3 metres high.

   The Mayor advised that this would be investigated.

6. Councillor Paine requested an update on plans for Hollands Paddock.

   The General Manager advised that there was a contract between a developer and Sydney Water to purchase the property. He also advised that discussions had been held between Council Planning staff, the developer and the architects in relation to evolving a commercial development on this site.

7. Councillor Paine enquired what the status was of the illegal shed at Old Stock Route Road, Oakville.

   The Director of Environment & Development advised that the applicant had requested that the original case for the rural industries be held over until the Elf Mushrooms Point of Law was resolved. He further advised that there was a second application for a car repair station which had been refused and that there was also an appeal in relation to this.

8. Councillor Paine referred to excessive noise levels in Windsor. She enquired whether this was a matter could be dealt with by Council or if it was a policing issue. She also enquired if this was the case during weekends.

   The General Manager advised that Council is responsible from sunrise to sunset and the police from sunset to sunrise. He advised that staff often attend events and record noise readings. He further advised that it may be possible to send a letter to the licensees indicating that there was a problem.

9. Councillor Rasmussen advised that draft legislation for Water Reform was now available on the Web site. He enquired if Council is proposing to put in a submission.

   The General Manager advised that it was currently being assessed and that a report was being prepared for the next Ordinary meeting relating to the National Competition Council's support of the water reform.

   Councillor Rasmussen enquired if the report would address water allocations for turf farming.

   The Mayor advised that this would be done.

The meeting terminated at 4.25pm.

Submitted to and confirmed at the meeting of the General Purpose Committee held on 25 July, 2000.

....
Mayor

ordinary

4

section

reports

for determination

ITEM: 217 **2000 Library Development Grants**

FILE NUMBER: GG021/134/CSV/ORG11NBX.C18

REPORT:

Approval is sought to submit a development grant to the Library Council of NSW for Collection Development.

For some time staff have been aware of areas in collection that have needed development. A survey conducted at the beginning of 1999 enabled users and non-users to provide feedback into how they thought the library and its services could be improved. As a response to this survey a weeding program of library stock was commenced last year and is almost completed. This program has endorsed the need for development in most areas of the collection.

A list of subject areas in the collection that are in particular need of consideration has been compiled and is in implementation for the purchase of library stock during this financial year. It will be reviewed during the year and updated for acquisitions during 2001-2002.

However, five specific areas have been identified as needing an extra allocation of funds, which would be beyond the limits of the normal book vote expenditure and outside the capabilities of the present library book purchase allocation. These collections are:

- Books on Tape
- Compact Discs
- Newspaper Collection
- Young Adult Paperbacks
- CD-ROM loan collection.

The availability of development grants through the Library Council of NSW provides an opportunity for the Library to apply for a collection development grant to respond to the identified needs of library patrons. The total amount requested from the State Library for this Collection Development is $50,000 (fifty thousand dollars).

There are no extraordinary conditions applicable to this grant (an audited financial statement is required to demonstrate the grant was expended in accordance with the approved grant application).

If successful, the grant will facilitate the purchase of additional library resources which will assist the Library Service to meet the anticipated increase in patron demand arising from the proposed relocation of the service into the new Central Library facility.

RECOMMENDATION:

That:

1. The information be received.

2. Council approve the completion of a grant application seeking $50,000 (fifty thousand dollars) under the Collection Development Program of the Library Council of NSW.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 217 Oooo

ITEM: 218 **Privacy and Personal Information Protection Act 1998**

FILE NUMBER: GC070/005 PT18/CSV/ORG11NBX.C09

REPORT:

The Privacy and Personal Information Protection Act 1998 provides for the protection of personal information and for the protection of the privacy of individuals.

The Act requires Council to prepare a Privacy Management Plan to deal with:

- the devising of policies and practices to ensure compliance by Council with the requirements of the Act;
- the dissemination of those policies and practices to persons within the Council;
- the procedures that Council proposes for internal review of privacy complaints; and
- such other matters as are considered relevant by the Council in relation to privacy and the protection of personal information held by it.

Council collects, stores and uses a broad range of information and a significant part of that information is personal information. The Plan applies to that part of Council's information which is personal information. Personal information is defined in the Act as *"meaning information or an opinion about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion. This information can be on a database and does not necessarily have to recorded in a material form"*.

Privacy NSW has been chairing a Working Party of local government representatives to assist in the implementation of the Act and a Model Privacy Management Plan has been developed by the Working Party to assist Council in this regard. A copy of the Model Plan is to be distributed with the business paper and it is noted that the Act provides for the protection of personal information by means of twelve (12) Information Protection Principles. Those Principles are as follows:

Principle 1 - Collection of personal information for lawful purposes;
Principle 2 - Collection of personal information directly from the individual;
Principle 3 - Requirements when collecting personal information;
Principle 4 - Other requirements relating to collection of personal information;
Principle 5 - Retention and security of personal information;
Principle 6 - Information about personal information held be agencies;
Principle 7 - Access to personal information held by agencies;
Principle 8 - Alteration of personal information;
Principle 9 - Agency must check accuracy of personal information before use;
Principle 10 - Limits on use of personal information;
Principle 11 - Limits on disclosure of personal information; and
Principle 12 - Special restrictions on disclosure of personal information.

Those principles are modified by the Privacy Code of Practice for Local Government which is currently being prepared by the Attorney General and is expected to be available to councils in the near future.

It is pointed out that each council may choose to adopt the Model Plan or prepare its own and one of the aims of the Plan is to outline how the council will incorporate the 12 Information Protection Principles into its everyday functions. The implementation of the Plan will involve an identification and review of personal information obtained and held by Council, how it is collected, stored and used, to ensure compliance with the Act, Plan and proposed Code. Additionally, the Act generally overrides legislation and policies facilitating access to Council records and information i.e. Freedom of Information Act and access to information in accordance with S12 of the Local Government Act. Subsequently, it will be necessary to review existing policies for accessing information to ensure compliance. For example, it will no longer be lawful for Council to sell lists of ratepayers or approvals to organisations acquiring the information for promotional or marketing uses.

In view of the fact that the Model Plan has been developed by a working party including representatives of the Department of Local Government and Privacy NSW, it is considered prudent that Council adopt the Model as its Privacy Management Plan, with the Privacy Code of Practice to be considered once received from the Attorney General.

RECOMMENDATION:

That, in accordance with the Privacy and Personal Information Protection Act 1998, Council adopt the Model Plan as developed by Privacy NSW in conjunction with a Working Party of Local Government representatives, as its Privacy Management Plan.

ATTACHMENTS:

AT-1 Model Privacy Management Plan (distributed as a separate document)

oooO END OF ITEM 218 Oooo

ITEM: 219 **"Hawkesbury Report" Community Radio Initiative - Donation**

FILE NUMBER: GP090/001 PT03/CSV/ORG11NBX.C06

REPORT:

Hawkesbury Radio (89.9 FM) has submitted a request for financial support to provide an on-air weekly report of Council initiatives and activities.

It is envisaged that Council staff would provide information by way of an interview or written report for broadcast.

Hawkesbury Radio is a volunteer community organisation and has been active in relaying information regarding the Streamwatch water pollution monitoring program and other Council events. Further, the radio station provides a valuable information service to local residents in times of emergency.

As previously reported to Council, a donation of $1,632 (one thousand six hundred and thirty two dollars) has been provided to assist with costs associated with operating the transmission tower at Kurrajong.

RECOMMENDATION:

That a donation of $1,500 (one thousand five hundred dollars) be made to Hawkesbury Radio to assist in providing a regular segment on Council issues.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 219 Oooo

ITEM: 220 **Representation on Hawkesbury Leisure Centres Inc. Board**

FILE NUMBER: GM001/023/CSV/ORG11NBX.C08

REPORT:

Hawkesbury Leisure Centres Inc. (HLC) have advised Council that new representation on their Board is required due to the resignations of Mrs Jean Peare and Mr Sam Ghantous.

The HLC Inc.'s constitution does not specify the number of Board Members required and it is felt that an increase in the membership of the Board would be an advantage. However, the constitution does require that Council approve the membership of the Board.

At the HLC Inc. Board meeting of 29 June, 2000 formal nominations were put forward for:

- John Lipczynski
- Sue Machon
- Warwick Mackay

John Lipczynski is a resident of Kurrajong Hills, has been a banker for 32 years in the corporate and commercial fields. Mr Lipczynski moved to the area in 1998, is a member of Richmond Rotary, and is keen to become involved in the community and contribute through voluntary roles such as the Board of the Leisure Centres.

Sue Machon is a well known and long standing resident of the Hawkesbury. Ms Machon has served the community through her representation as an employee of Hobartville Child Care Centre and contribution to the Sister City Association. Ms Machon's nomination is supported as her finance and administrative contribution to the Board would be an advantage.

Warwick Mackay, former Deputy Mayor and Councillor, has been the past Chairman of HLC Inc. Mr Mackay has had a long standing interest in the community and sporting facilities. Mr Mackay played an instrumental part in the provision of the HLC facilities and is cognisant of the administrative and financial procedures of the Board.

The acceptance of three new members to the Board would increase the membership to seven, represented by:

- 2 Council representatives
- 1 Council staff member
- 1 Sports Council Representative
- 3 Community Representatives

It was resolved by HLC Inc. to support the three nominations of Mr Lipczynski, Ms Machon and Mr Mackay. It is recommended that these nominations be approved. Further, it is acknowledged that the HLC Inc. Board moved to extend its appreciation for the time, effort and contribution of Mrs Jean Peare and Mr Sam Ghantous.

RECOMMENDATION:

That:

1. Council approve the nominations of Mr Lipczynski, Ms Machon and Mr Mackay to the Hawkesbury Leisure Centres Inc. Board.

2. A letter of appreciation be forwarded to Mrs Jean Peare and Mr Sam Ghantous for the their contribution and service to Hawkesbury Leisure Centres Inc.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 220 Oooo

ITEM: 221 **Metropolitan Public Libraries Association**

FILE NUMBER: GL020/042/CSV/ORG11NBX.C17

REPORT:

The Council is a member of the Metropolitan Public Libraries Association Incorporated (MPLA Inc.).

Membership of the MPLA Inc. is open to all Councils in the Greater Sydney Region. The MPLA Inc. has four major objectives, which are:

1. To represent the concerns and interests of local government public libraries in the Greater Sydney Region (as defined) to the State and Federal Governments, in local government forums and, where appropriate, to their bodies and the wider community.
2. To Undertake and encourages research and development on matters of interest to public libraries in the Greater Sydney Regions.
3. To co-ordinate and encourage co-operative projects of working groups in the areas of Collection strengths in NSW public libraries.
4. To Maintain and develop strategic alliances with other information agencies.

The MPLA has recently become an incorporated association and as such requires the nomination of two representatives, one of whom must be an elected Councillor, to represent Council at meetings of the association. This councillor is eligible to attend and vote at meetings of the association. A request has been received from the MPLA for Council to nominate a Councillor to represent Hawkesbury City Council at the Annual General Meeting of the MPLA. The AGM is to be held towards the end of this year (a date has not yet been confirmed).

Councillor Allan has been previously elected as the Councillor representative on the Local Government and Shires Association Library and Information Services Reference Group.

RECOMMENDATION:

That:

1. The information be received.

2. A Councillor be nominated to represent Hawkesbury City Council at the Annual General Meeting of the Metropolitan Public Libraries Association.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 221 Oooo

ITEM: 222 **Documents for Execution Under Seal**

FILE NUMBER: GC283/159, GC283/045, GC283/023, GG021/215/CSV/ORG11NBX.C02

REPORT:

Deed of Funding Agreement for the 2000/2001 Financial Year GG021/215

The Department of Community Services has approved funding totalling $664,879 for the following projects:

Forgotten Valley Mobile Resource Unit Community Development & Youth	$50,686
Family Support Project	$76,030
Pre-School Program	$71,995
Vacation Care Program	$2,647
Golden Valley Child Care Centre	$30,178
Greenhills Child Care Centre	$31,522
Hobartville Long Day Pre-School	$31,228
McGraths Hill Children Centre	$30,351
North Richmond Child Care Centre	$16,193
Wilberforce Child Care Centre	$30,541
Richmond Pre-School	$96,731
Wilberforce Pre-School	$54,813
Windsor Pre-School	$97,598
Richmond Occasional Child Care	$24,120
Local Government Salary Subsidy	
- Community Worker	$10,123
- Youth Worker	$10,123

Residential Tenancy Agreement GC283/159

New Residential Tenancy Agreement between Council and Mr Ian Grant & Ms Marlene Appo for No. 42 The Driftway, Londonderry. The property is a three (3) bedroom home on four (4) acres. The term of the lease is twenty-six (26) weeks at a rental of $250 (two hundred and fifty dollars) per week. GST is not applicable to residential property rents.

Exercise of Option GC283/045

The tenants of the Windsor Function Centre, Firefeast Pty Ltd, have exercised the five year option period available to them under the current lease. The new rental will be $22,500.00 per annum ($1875.00 per calendar month) to be reviewed annually by CPI plus 8% turnover rental and outgoings. It is noted that the turnover rental received for the previous financial year was $28,838.00. GST is payable on the rent, turnover rent and outgoings.

Retail Lease GC283/023	As the current lease of Shop 9, Wilberforce Shopping Centre (Wilberforce Hair and Nails) expires in September 2001, the new tenants, Matthew and Julie Jones (JMJ Plant Hire) have requested that instead of an assignment of lease that a new three year lease with a three year option be granted. The commencing rental will be $12,346.60 per annum ($1028.85) to be reviewed annually by CPI with 7.2% outgoings and 5.7% of rates payable. GST is payable on the rent and outgoings.

RECOMMENDATION:

That the Seal of Council be affixed to the above documents.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 222 Oooo

ITEM: 223 **Stimulus Early Intervention Group - Stewart Street, South Windsor**

FILE NUMBER: P1950/215/CSV/ORG11NBX.C10

REPORT:

Background

On 11 February, 1986 Council resolved to delegate (under Section 530A of the Local Government Act) the care and control of proposed premises to be constructed at Lot 2 Stewart Street to the management committee of the Stimulus Early Intervention Group. At this time Council also resolved to ensure;

> "*that the building to be available for use by community groups with priority access for early intervention program for children with disabilities*"

The building was constructed by significant voluntary input through the Windsor Rotary Club on land provided by Council. The building was officially opened in August 1989 and since that time has been exclusively occupied by the Stimulus Early Intervention Group).

As required by the Local Government Act, the delegation of care, control and management of the Stewart Street premises was formally renewed by Council on 14 November, 1995 (in effect maintaining the Section 377 status of the management committee of the Stimulus Group.

The Stimulus Early Intervention Group is an incorporated body providing early intervention services for children with disabilities. Prior to April 2000 it received recurrent funds totalling just over $135,000 (one hundred and thirty five thousand dollars) from the Department of Community Services (DOCS), the Ageing and Disability Department (ADD) and the Department of Education, Employment and Training (DEET) to resource the provision of these services.

In June 1998, Council approved a five year interest free loan of $26,000 (twenty six thousand dollars) to Stimulus to fund the construction of a building extension to enable the service to cater for children aged 0 to 3. DOCS contributed a further $26,000 (twenty six thousand dollars) for the building works. The final inspection for the additions was conducted on 5 February 1999 and a Certificate of Classification was issued.

Current Situation.

In January 1999 the DOCS funded pre-school component of Stimulus was discontinued due to low enrolments and a low service utilisation. Stimulus unsuccessfully re-applied for a Centre-Based Child Care License to enable it to re-establish its pre-school program. DOCS determined that the service was not in a position to meet licensing requirements and declined to re-issue a licence. DOCS subsequently withdrew its recurrent pre-school funding of $70,920 (seventy thousand, nine hundred and twenty dollars).

In October 1999 ADD undertook an internal review of the Service. The review identified a number of concerns relating to the operation of the Service. In the first half of this year ADD attempted to work with the Stimulus organisation to address these concerns but was not successful in establishing a constructive dialogue with the management committee or staff. ADD experienced considerable difficulty in making contact with the Service, and over the past six months has not received a response to its registered correspondence issued to the Service. ADD withdrew it funding of $35,870 (thirty five thousand, eight hundred and seventy dollars) from the service as from 1 April 2000. Recent advice from ADD indicates that they will be instituting a debt recovery process to reclaim two quarters of funds (amounting to $17,935) on the basis that the Service has not been providing the contracted services for which funds have been provided.

In August 1999, Stimulus wrote to Council advising that it was not in a financial position to meet the first instalment of the interest free loan. Council staff subsequently wrote to Stimulus on 25 October 1999, and 7 January 2000, inviting the organisation to contact Council staff to negotiate an appropriate loan re-payment schedule. No replies to these letters have been received.

Since January 2000, Council staff have visited the premises at Stewart Street on a regular basis and have left messages on the Services answering machine. Despite visiting and calling the service during its advertised operating hours, no contact has been made with Service staff. The premises does not appear to be maintained or utilised - the outdoor play area is littered with rubbish, and graffiti has been observed on the exterior wall of the building. Council staff are concerned that the premises is not being maintained to an acceptable standard, and that the Service has ceased operating.

Future Provision of Early Intervention Services

Verbal advice has been received from ADD that they have ceased all funding to the Stimulus Group as from 1 April, 2000. ADD has further advised that, in view of the apparent unwillingness or inability of the Group to address the concerns arising out of the internal review, the funding of the Service will not be renewed and an alternate provider should be selected to administer funds provided for the early intervention service. ADD will be forwarding formal written advice to Council to this effect.

On 16 June 2000, Council staff met with representatives from DOCS and ADD. Both DOCS and ADD confirmed that they had ceased funding Stimulus due to its inability to meet funding and licensing guidelines and the provisions of the *Disability Services Act***.** ADD were of the belief that the Service had not been operating a service since January 2000 - a conclusion confirmed by the observations of Council staff.

Both DOCS and ADD indicated they were committed to supporting the provision of early intervention services for children with disabilities in the Hawkesbury. Due to the withdrawal of funding from Stimulus, ADD and DOCS were seeking to identify an alternate auspice to administer the $135,000 (one hundred and thirty five thousand dollars) in recurrent funding which is available for the provision of early intervention services. ADD has advised that the alternative auspice could be selected by tender.

ADD and DOCS were seeking the assistance of Council staff in developing an appropriate service model which would best meet the needs of children with disabilities and their carers, and an assurance from Council staff that consideration would be given to providing the preferred tenderer with access to the Stewart Street building from which to provide early intervention services.

Subsequent to this meeting, on 21 June, 2000 Council staff forwarded a letter by registered post requesting the Director of Stimulus to contact Council to clarify the status of the organisation and its intentions regarding the utilisation of the Stewart Street premises. No reply has been received

Attempts by Council staff, ADD and DOCS to contact the service have not been successful. As of 1 April all funding for the service has been withdrawn. The Stewart Street premises appears not to be utilised or maintained and the $135,000 (one hundred and thirty five thousand dollars) of recurrent funding available for the provision of much needed early intervention services for children with disabilities is not being utilised. A commitment has been obtained from ADD and DOCS that these funds will be made available to an acceptable auspice organisation to maintain the provision of early intervention services. It would be prudent to make the Stewart Street premises (which has been purpose built to provide early intervention services) to an alternate auspice organisation to ensure that residents in the Hawkesbury continue to have access to this much needed service.

RECOMMENDATION:

That:

1. The information be received.

2. The Section 377 delegation conferred onto the management committee of the Stimulus Early Intervention Group for the care, control and management of the Stewart Street premises to be revoked (advice from the Legal Officer of the LGSA indicates that Section 377 delegation can be revoked in accordance with the process by which it was conferred i.e. Council has the power to revoke the delegation of authority).

3. A notice be issued to the management Committee of the Stimulus Early Intervention Group advising of Council's decision to revoke Section 377 delegation for the care, control and management of the Stewart Street Premises, and outlining the reasons for this action .

4. Council to resume direct possession of the community facility at Lot 2 Stewart Street South Windsor so as to ensure it maintenance and facilitate its continued use for the purpose for which it was constructed (as per Council's determination of 11 February, 1986).

5. Council to accept the invitation from the Department of Community Services and the Ageing and Disability Department for Council staff to participate on a working party to develop a service model for the utilisation of $135,000 (one hundred and thirty five thousand dollars) of recurrent funding available for the provision of early intervention services in the Hawkesbury.

6. The community facility located at Lot 2 Stewart Street be made available for use by an alternate auspice organisation - to be selected by the Department of Community Services and the Ageing and Disability Department by competitive tender.

7. A report evaluating the appropriateness of delegating Section 377 status to an alternative auspice organisation be reported for Council's determination.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 223 Oooo

ITEM: 224 **Extension of Interim Auspice - Hawkesbury Community Transport Service Inc**

FILE NUMBER: GC200/002/CSV/ORG11NBX.C11

PREVIOUS ITEM: 207, Ordinary (08.06.1999)
PREVIOUS ITEM: 119, Ordinary (08.02.2000)
PREVIOUS ITEM: 138, Ordinary (14.03.2000)

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 previous Management Committee of the Service to relinquish the auspice of all funds administered by the Department of Transport (DOT)

The purpose of the twelve month interim auspice period was to enable Council to 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.

An evaluation of the Hawkesbury Community Transport Service was completed and a draft review document was released for public consultation in February, 2000. On 14 March, 2000 Council agreed to receive the *Final Report - Review of the Hawkesbury Community Transport Service* and endorsed the implementation of the 25 recommendations outlined in the final report.

To date, the majority of the the report recommendations have been implemented. The vehicle fleet has been updated, a revised schedule of fees and charges has been introduced and accountable financial management and reporting systems have been introduced. The service is now operating effectively and within the constraints imposed by its budget and funding guidelines.

On 8 June, 2000, Council staff conducted a telephone conference with representatives from the DOT to discuss the progress of the restructure plan. While it was acknowledged that a considerable amount of work had been successfully completed, there were a number of issues which were unlikely to be finalised prior to the agreed termination date for the temporary auspice of August 14, 2000. These issues included the relocation of the Service to the HACC Co-location Centre and the finalisation of revised service arrangements with the Youth Transport Service and the Forgotten Valley Community Transport Service.

The DOT has subsequently written to Council requesting that Council consider auspicing the Hawkesbury Community Transport Service for a further six month in order to complete the development stage of the restructure process. During this period the DOT would call for expressions of interest for a permanent auspice for the project.

RECOMMENDATION:

That:

1. The information be received.

2. Council advise the Department of Transport of its willingness to extend the interim auspice period for the Hawkesbury Community Transport Service to 12 February, 2001.

3. Council extend the temporary contracts of the staff of the Hawkesbury Community Transport Service until 12 February, 2001.

ATTACHMENTS:

AT-1 Letter dated 21 June, 2000 from Manager, Service Funding, Department of Transport

LETTER

oooO END OF ITEM 224 Oooo

ITEM: 225 **Exemption from Rates - No. 93 Macquarie Street, Windsor**

FILE NUMBER: P1341.255/FNC/ORG11NBX.F03

REPORT:

An application has been received from the Seventh-Day Adventist Church requesting a rate exemption for the property known as 93 Macquarie Street, Windsor (Lot B DP 328786), rate assessment number 1.02542.

The property in question is the building next to the church at 95 Macquarie Street, and was once tenanted out as a residential premises. The Seventh Day Adventist Church has advised that the property has not been used for residential purposes for some time.

The *Local Government Act, 1993* provides that:

> *"S.556 The following land is exempt from all rates, other than water supply special rates and sewerage rates:*
>
> *(h) land that belongs to a public benevolent institution or public charity and is used or occupied by the institution or charity for the purpose of the institution or charity; "*

The Seventh-Day Adventist Church is recognised as a Religious Body and a Public Benevolent Institution. The property in question is currently used for church related purposes and accordingly, meets the criteria necessary in order for a rate exemption to apply.

In their application for rate exemption, the church has requested that the exemption be applied retrospectively to the last five years rates. The Local Government Act only makes provision for the rateability of a property to be appealed within 30 days after the service of the rates and charges notice. However, previous practice has provided exemption from rating for the year that the application was received where the change of use of the property applied for the full year.

Correspondence from the church concerning their rateability was first received in March 2000. It is therefore recommended that an exemption from rating be applied from 1 July 1999.

The rates for the period 1 July 1999 to 30 June 2000 amount to $412.93 (four hundred and twelve dollars and ninety three cents).

RECOMMENDATION:

That:

1. The Seventh-Day Adventist Church be granted exemption from rating for the property located at 93 Macquarie Street, Windsor from 1 July 1999. (Rate assessment 1.02542)

2. An amount of $412.93 (four hundred and twelve dollars and ninety three cents) be written off in respect of the rates for the period 1 July 1999 to 30 June 2000.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 225 Oooo

ITEM: 226 **Ferry Contracts - Webbs Creek and Sackville**

FILE NUMBER: GT240/017 Pt1, GT240/008 Pt3, GT240/014 Pt3/ENG/ORG11NBX.E12

REPORT:

The three year contracts for Webbs Creek and Sackville vehicular ferries expire on 31 August 2000. The Roads & Traffic Authority has requested these contracts be extended for a further two months. The Authority's basis being:

1 Delaying retender administration until after completion of the Olympic Games; and

2 Bringing the renewed contract commencement dated in line with ferry operating contracts for Berowra (Hornsby Council) and Lawrence (Maclean Council).

The Authority has also requested Council contact the ferry operator, Mr Gary O'Connor seeking his written concurrence with this arrangement and if so given to maintain O'Connor Ferry Services Pty Ltd contracted services for the extended period at currently tendered rates.

RECOMMENDATION:

That:

1 The concurrence of the ferry operator Mr Gary O'Connor of O'Connor Ferry Services Pty Ltd for the extended period at the currently tendered rates be sought.

2 If agreed by the contractor, the ferry contracts for Webbs Creek and Sackville ferries be extended for two months past the current expiry date of 31 August 2000.

ATTACHMENTS:

There are no supporting documents for this report.

Oooo END OF ITEM 226 Oooo

ITEM: 227 **Supply and Installation of Stand-by Emergency Power Supply, Power Factor Correction Unit, Un-interruptible Power Supply for Computer Area and Electrical Surge Protection**

FILE NUMBER: GT020/383/ENG/ORG11NBX.E13

REPORT:

Council at its Ordinary meeting of 13 June 2000 resolved to accept the tender of E P & T Pty Ltd, 57 Whiting Street Artarmon for the supply and installation of stand-by emergency power supply, power factor correction unit, un-interruptible power supply for the computer area and electrical surge protection for the administration building George Street, Windsor in the sum of $102,709.00, with the necessary documents being executed under Seal of Council.

At the time of reporting this tender it was expected that the works would have been completed prior to the end of June and as such no allowance was made for GST in the tender amount. None of the tenderers for this work had included the GST in their tender price. Although the net result to Council will not change, ie the amount of GST paid for the work will be claimed back through tax credits, it is necessary that the full tender amount be identified in the resolution. Goods and Services Tax applicable to the work from the tenderer will be will $10,271.00.

RECOMMENDATION:

That the tender price of E P & T Pty Ltd, 57 Whiting Street, Artarmon for the supply and installation of stand-by emergency power supply, power factor correction system, un-interruptible power supply for the computer area and electrical surge protection for the administration building George Street, Windsor be adjusted to include GST in the total sum of $112, 979.90 (one hundred and twelve thousand nine hundred and seventy nine dollars and ninety cents).

ATTACHMENTS:

There are no supporting documents for this report.

Oooo END OF ITEM 227 Oooo

ITEM: 228 **Household Chemical Collection Day - Hawkesbury Waste Management Centre**

FILE NUMBER: GW010/003 PT02/EVD/ORG11NBX.V05

REPORT:

A household chemical collection day was recently held at the Hawkesbury Waste Management Centre on 18 and 19 March. The day was organised by Sydney Water, assisted by Council staff, and offered a collection service for residents to safely dispose of household chemical wastes.

There were 97 attendees who took advantage of the day, travelling from a variety of areas including Richmond, Windsor, Wisemans Ferry, Penrith and Winmalee.

The wastes collected were varied and included hazardous chemicals such as pesticides, pharmaceutical wastes, paints, solvents and acids. Organochlorine Pesticides collected included DDT, Dieldrin and CFC propelled aerosols. A number of heavy metal products were collected these included arsenicals and mercury. Other hazardous chemicals collected included chloroform, strychnine and nitric acid.

Throughout the two days 925kg of recyclable chemicals were collected including sump oil, petrol, pool chemicals and heating oil.

RECOMMENDATION:

That:

1. The information be received.

2. Council continue to participate in further household chemical collection days.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 228 Oooo

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ITEM: 229 **Water Resources**

FILE NUMBER: GW020/003 Pt 2/GMA/ORG11NCX.G04

REPORT:

The National Competition Council have provided two discussion papers addressing rural and urban water reforms that are currently being put in place by all levels of Australian Governments.

The reforms stem from the 1994 Council of Australian Government's agreement that the management and regulation of Australia's water resources needed significant changes.

A fundamental basis of the reforms is the acceptance that water is not a free commodity, it is a natural resource that needs to be paid for just like coal, gas or oil.

The reforms also recognise that over exploitation of water resources imposes very real economic costs, not to mention environmental impact. These costs range from repairing salt damage to roads and houses, building new infrastructure such as dams and filtration plants, the lost production from salt scalded pasture or inadequate water for irrigation, and dwindling fish stocks.

The United Nations, to explain the concept of water resource sustainability, uses the analogy of a business which reports hefty profits over several years by simply running down its capital base by using a clever but flawed system of accounting.

The National Competition Council consider that the reforms are not simple, but they are necessary. In fact the future of many industries is totally reliant on these reforms.

In terms of urban water reform, the governments have agreed to:-

- Set water prices so that people only pay for the water they use, and are encouraged to use the water conservatively.
- Ensure that prices reflect the actual cost of water and that water providers do not sacrifice service.
- Consult with communities in setting prices, service standards and sustainable water use objectives.
- Conduct rigorous appraisal of economic viability and environmental sustainability prior to investing in new or existing water supply schemes and dam construction.
- Minimise conflicts of interest by ensuring that those with responsibility for water resource management, standard setting and regulatory enforcement are sustainably separate from those with responsibility for water service provision.
- Improve drinking water quality.

In terms of rural water reform, these involved:-

- That water must be valued realistically and include in it the entire cost of provision, for historically water charges have not included the cost of building or maintaining dams and weirs, or repairing environmental damage. While in some cases this may result in higher prices for products it means that in the future funds will be available to maintain and repair dams, pipes, pumps and the environment.
- Governments, in making decisions, must rigorously assess the entire cost, including downstream effects. Tax payer funds should only be used to subsidise water infrastructure where the overall benefits outweigh the disadvantages.
- Water rights have historically been tied to land. As a result, if all the water in a system was allocated, people who wanted to buy more water had to buy land with rights, even if they did not want the actual land. Separating water entitlements from land titles allows water to be used as a valuable and flexible business asset. It also means that high value businesses such as mining, wineries, horticulture and food processing can buy water to start up.
- Water suppliers are now being required to publish information on their financial and non-financial performance. This enables comparisons of performance between the various water service providers in each state, and places increased pressure on water businesses to deliver better outcomes.
- Water reforms stipulate that the natural environment's need for water should be clearly acknowledged by law. Natural flow variations in the waterways are critical to the life cycle of native plants, fish and animals and ground water is essential to support wetlands, particularly where birds breed. Clean, healthy environments attract additional industries such as tourism and recreation, which can be extremely lucrative for rural communities.
- The health and quality of rivers, streams and ground water is dependant on the state of water catchment areas that feed them. Improved catchment management co-ordinates the care for water sources with other natural resources such as trees and forests.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

AT-1 National Competition Council brochure entitled "Urban Water Reform" (separate document)
AT-2 National Competition Council brochure entitled "Rural Water Reform" (separate document)

oooO END OF ITEM 229 Oooo

ITEM: 230 **Web site development and interactive facilities**

FILE NUMBER: GC230/044/CSV/ORG11NCX.C15

REPORT:

Until recently the Hawkesbury City Council (HCC) Web site was maintained on the State Library Web server. The HCC Web site is now maintained on Council's own server which provides better opportunities for further development of the Web site. The Web site largely includes static information with limited interactive facilities.

Interactive sites can be described as having opportunities for the community to interact with Local Government. The link is either by email or on-line submission. Facilitating a community notice board, discussion groups on different matters or a community conferencing program are some examples of such Web sites. The HCC Web site contains email addresses for Councillors and a general email address for the Council. This provides the facility whereby an email can be sent simply by clicking on one of the addresses provided.

How does Hawkesbury's Web site compare with other Councils?

Development of Council's Home Page has been undertaken in house and will be developed further to provide a broader range of community and business based services. Future development will also provide more interactive facilities.

A University of NSW study of councils shows that as at December 1999 approximately 50% of councils have a Web site. The study describes four classifications of Local Government Web sites. The four classifications are "Brochure" where general information similar to a brochure is given, "Dynamic" where there is some interaction available and the site is regularly updated with business papers etc., "Advanced Dynamic" where users can make queries and conduct searches on-line and "Interactive" where opportunities for the community to interact with the organisation are provided. Of those councils with a Web site approximately 50% are Brochure, 37% Dynamic, 7% Advanced Dynamic and only 3% are Interactive. Hawkesbury Council's Web site falls into the Dynamic category.

Current Situation

Three current projects in the area of on-line service delivery in Local Government which should be considered in future strategies are:

1. <u>Networking the Nation</u>

   The LGSA has been granted funding under the Networking the Nation program to develop an information technology and on-line services strategy. This strategic plan will outline a strategic framework for developing electronic information services and electronic service delivery by NSW Local Government. The LGSA has also received funding to develop a set of Internet tools through which NSW councils can provide an increasing range of innovative services to their residents on-line.

2. Office of Western Sydney Electronic Commerce Strategy for Western Sydney Councils

Through the Office of Western Sydney, Deakin Consulting are developing a generic, business-based Electronic Commerce strategy for the Western Sydney Councils. This addresses the issues specific to electronic service delivery for WSROC Councils.

Benefits of the strategy are outlined as:

- Ensures investments in Ecommerce initiatives are driven by sound business strategies rather than by technologies;
- Takes into account existing Ecommerce initiatives;
- Can be adapted over time in line with experience and Ecommerce technology developments in general;
- Is a basis from which each council, or group of councils, can develop their own implementation plan(s);
- Is understood, owned and supported by the Western Sydney Councils as a group; and
- Engenders a co-operative approach by the area's councils

3. Government Electronic Service Delivery -Adopting a National Approach

A two day forum is to be held on 6 and 7 July on Government Electronic Service Delivery - Adopting a National Approach. HCC staff will attend the forum. The aim of the forum is to facilitate a National approach to the delivery of government services on-line through sharing the experiences of those currently undertaking projects in this area. Six agencies will present on the issues, problems and solutions each have encountered in the development and implementation of the electronic service projects they have established.

Scope for Improvements

Areas of possible improved facilities on the HCC web site include:

- Standard Council application forms could be made available on the Web site for customers to print out and complete prior to lodgement at council.
- Rate payments
- Tracking of development applications
- Requests for works or information
- Sending notifications to customers via Electronic Data Interchange (EDI) including:
  - rate notices;
  - application approvals;
  - invoices;
  - statements;
  - correspondence;
  - response to works or service requests; and
  - general information.

- Payments to Council could be conducted via links to alternate Internet services.
- Library catalogue for residents to make enquiries and reserve books
- On-line enquiries for the Community Information Directory (Who, What, Where).

Conclusion

The development of the HCC Web site has been a progressive project whereby features and facilities have been added over time. This approach has given the opportunity for in-house skills to be developed while taking advantage of the benefits that the technology has to offer.

Future strategies will need to take into consideration the outcomes of the Council's policy on Privacy and the provision of information. Development of interactive facilities on the HCC Web site should not be rushed so that the results of the projects outlined in this report can be considered.

The provision of any financial transaction services will require the HCC Web site to provide a secure environment with encryption and firewall facilities. Considerable savings can be realised if costs for on-line services are shared and a consistent approach is adopted across all NSW councils. Initiatives such as those outlined above will be closely monitored to ensure maximum benefits are obtained from participation in any collaborative approach or inter-council projects for the provision of on-line services to the community.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 230 Oooo

ITEM: 231 **Reports requested by Council - Status as at 11 July, 2000**

FILE NUMBER: GC280/005 PT03/CSV/ORG11NCX.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
11/4/2000	Draft DCP DED	Report on a draft development control plan for the distribution of medium density, dual occupancy and cluster housing in the residential areas of the City.	Report to be prepared
23/5/2000	Environmental Auditing Program DED	Report outlining the possibility of implementing an Environmental Auditing Program within the Hawkesbury.	Report to be prepared
13/6/2000	Planning Studies DED	Report outlining all outstanding planning studies in the area.	Report to be prepared.
13/6/2000	City Gateway DAS&R	Report outlining the possibility of providing gateways at the entrances to the City and possibilities of this being open to a community competiton.	Report to be prepared.
13/6/2000	McMahons Park DAS&R	Report outlining possible increase in size to McMahons Park due to subdivision.	Report to July GPC

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 231 Oooo

ITEM: 232 **Demolition of Mulgrave Railway Station Building**

FILE NUMBER: P1362/155 PT02/EVD/ORG11NCX.V14

REPORT:

On 18 and 19 May 2000 the old Mulgrave Railway Station building was demolished by City Rail.

Mulgrave Station is listed as a heritage item in Schedule 1 of Hawkesbury Local Environmental Plan 1989.

Since the demolition of the building discussions have been held with City Rail officers regarding the demolition of the building, a proposed replacement building and any requirements for City Rail to obtain consent from Council of the works.

City Rail has advised:

> *As Council is aware, City Rail has demolished the old station building and proposes to construct a replacement building of almost identical design and materials as the old building. Any variation to design will only be to achieve current BCA and other requirements such as disabled toilets facilities etc.*
>
> *The old building has been in an unsafe condition for over two years. It has therefore been made secure, and passengers and staff have been using a demountable building located on the platform. Internal approval was granted in February 1998 for the demolition of the building subject to City Rail engaging a qualified heritage architect to prepare a written and photographic recording of the building prior to its demolition. This work was carried out in addition to the design of a replacement building.*
>
> *Hawkesbury Local Environmental Plan (HLEP) adopts Clause 35 of the NSW Environmental Planning and Assessment Model Provisions 1980, and as such City Rail is excluded from the need to obtain consent for:*
>
>> *"Any development required in connection with the movement of traffic by rail, including the construction, reconstruction, alteration, maintenance and repair of ways, works and plant."*

The demolition of the building and construction of the new building both fall into the above criteria, hence development consent is not required from Council. Rather consent is given by City Rail. In assessing whether or not to grant consent, City Rail is required to undertake a Review of Environmental Factors (REF) under Part 5 of the Environmental Planning and Assessment Act 1979. City Rail has advised that a REF was completed for the demolition of the building and another REF will be prepared for the replacement building.

City Rail has provided Council with an archival record of the demolished building as well as plans of the new building.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 232 Oooo

ordinary

6

section

reports

of committees

Friends of the Hawkesbury Art Collection Inc. - 4 May 2000

**MINUTES OF THE SPECIAL MEETING HELD ON 04 MAY 2000
IN THE COMMITTEE ROOM OF COUNCIL CHAMBERS, WINDSOR**

Meeting opened at 7:30pm.

Present: Clr R Stubbs (in chair), Clr P. Rasmussen, Clr D Finch, Clr J. Woods, G. Hansell, S. Sharp, M. Ginnings, M Ginnings, T. Hook, L. Hatherly, J. Newland, L. Wood, E. Colquhoun, C. Luland, B. Jones.

Apologies: Clr C. Paine, W. and B. Wells, P. Charlton

The meeting resolved on the motion of T. Hook and seconded by Clr P. Rasmussen as follows:

That the following be added to Rule 6(g) of the constitution:

'In case of an out of session agreement, if consent is granted from five (5) committee members, including either one of President, Vice-Present, Secretary or Treasurer, the matter being of a minor nature, and where the cost to FOHAC is no more than $400 (excluding acquisitions) then authority be granted to proceed and be ratified at the next meeting.'

Carried

Meeting closed at 7:50pm.

.... President.

oooO END OF REPORT Oooo

Friends of the Hawkesbury Art Collection Inc. - 4 May 2000

MINUTES OF THE MEETING HELD ON 04 MAY 2000
IN THE COMMITTEE ROOM OF COUNCIL CHAMBERS, WINDSOR

Meeting opened at 7:50pm.

Present: Clr R Stubbs (in chair), Clr P. Rasmussen, Clr D Finch, Clr J. Woods, G. Hansell, S. Sharp, M. Ginnings, M Ginnings, T. Hook, L. Hatherly, J. Newland, L. Wood, E. Colquhoun, C. Luland, B. Jones.

Apologies: Clr C. Paine, W. and B. Wells, P. Charlton

Previous Minutes:

Resolved on the motion of Clr Rasmussen and seconded by T. Hook that the minutes of the April minutes were a true and accurate record of the meeting.

Carried.

Business Arising:

1. That the New England Regional Art Museum ($760), National Gallery of Victoria ($365) and State Library of NSW ($240) be passed for payment.

Moved: S. Sharp seconded: Clr Rasmussen — Carried.

2. Internet. Clr Rasmussen presented the results of the meeting of the Internet sub-committee. The front page format would be an 'icon' painting with a simple colour background. Buttons would be added as appropriate for ease of use by site visitors. A further meeting to be held to finalise the design brief. Concept as presented as accepted. President thanked the sub-committee members for their work so far.
Margaret reported on the additional work to the Clint collection and the preparations for the exhibition 'Mountains to the Sea'. Accounts for the exhibition to be passed for payment.

Moved: T. Hook, seconded: Clr Rasmussen — Carried.

3. FOHAC Display at the Hawkesbury Show. Sheila reported that the display was very well presented and a credit to those responsible.

4. Cash and Carry Art Project in September. Idea to proceed with a limit of $400.

Moved: T. Hook, seconded: Clr Rasmussen — Carried

5. Street Stall on 17 June, 2000 progressing very well.

6. **<u>GST Meeting/Seminar by Council on 15 May 2000</u>. Members wishing to attend: J. Newland, M. Ginnings, T. Hook.**

7. **<u>Stannix Park Report</u>. Day was a great success and we reimburse the three people involved to the total amount of $126.**

Moved: Clr D. Finch, seconded: Clr Rasmussen **Carried**

8. **<u>Treasurers Report</u>:**

That the treasurer's report as tabled be accepted.

Moved: Clr D. Finch, seconded: Clr Rasmussen **Carried**

9. **<u>Correspondence</u>:**

- **Letter of resignation by Carol Carruthers. A letter of thank you for her work to be sent to Carol.**

Moved: G. Hansell, seconded: Clr Rasmussen **Carried**

10. **New Committee member. Enid Colquhoun was nominated as a committee member. Enid was <u>elected</u> as a member.**

11. **Treasurer. Tony Hook was nominated as treasurer. Tony was <u>elected</u> as treasurer.**

12. **New Members. The following new members were accepted:**

- **J. M. Pombart (change from annual to life member);**
- **S. Kelly;**
- **C. Kelly;**
- **R. Clark;**
- **A. Clark;**
- **J. Opbroek; and**
- **I. Elton.**

13. **<u>General Business</u>:**

- **Letter from Macquarie Towns Arts Society have requested a copy of membership list for invitations to their up-coming exhibition.**

Moved: G. Hansell, seconded: Clr Rasmussen **Carried**

- **Global Arts Link on the Internet. This is an excellent site and highly recommended to look at.**
- **Mrs. Clark - artist/painter - volunteered to give FOHAC members a talk on her travels and art from these travels. Art lecture proposed. M. Ginnings to approach Mrs. Clark to ask her to do this. Tea and cakes format only.** **Carried**

- **J. Maroney correctional centre has asked if we are interested in their art display. Possible a cash and carry event. B. Jones, G. Hansell and T. Hook to make contact with the centre. Carried**
- **Rift between FOHAC and Museum Committee. There is no rift between these two groups and a letter to go to Councillors stating that both groups are working well together.**
- **Reimbursement of $230.28 to M. Ginnings on presentation of accounts.**
  Moved: T. Hook, seconded, G. Hansell
- **New Acquisition: B. Jones and E. Colquhoun attended the Arthur Mirch Exhibition at Newcastle Gallery (von Bertouch) and they recommend that FOHAC acquire a pastel depicting two girls heads (not signed but clear title has been authenticated dated 1956). Cost is $700 and has been reserved. It was agreed after some discussion that the pastel would be acquired with the monies to be advanced by Clr Rasmussen and that he would be re-paid when the term deposits was rolled over in about 28 days time.**
  Moved: J. Newland, seconded: Clr Rasmussen Carried

Meeting closed at 10 pm

.. President

oooO END OF REPORT Oooo

Hawkesbury Economic Development Advisory Board - Friday 5 May, 2000.

Present: Councillor L Allan (Chairperson), Councillor P Davies, Mr R Calvert, Mr B Bassett, Mr J Fibbens, Ms J Eagleton.

Also present: Mr G Banting, Mr M Ryan and Mr C Dalli.

Apologies: Councillor P Rasmussen, Mr S Doggett, Mr R Jones, Group Captain C Richards, Mr R Tolson, and Mr S Benfield.

CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting held on Friday 7th April 2000, were confirmed.

CORRESPONDENCE

- Mr Ross Jones - forwarding his apologies for the meeting.

- Ms Janene Eagleton - seeking clarification of her role on the Board given that she is employed by a private sector organisation which manages a health service. Following discussion and acknowledgement at the extent and potential of the health sector within the area, it was resolved to appoint Ms Eagleton as the Health Sector Representative.

- Greater Western Sydney Economic Development Board - enclosing updated promotional material for the Call Centre Strategy.

- Greater Western Sydney Economic Development Board - providing an overview of their Medianet project which is the Board's interactive Website which provides a database of information relating to every local government area and industry sector within Greater Western Sydney. It was noted they were seeking Council's and the Board's support for this project and a maintenance fee of $5,000. It was acknowledged that the requested sponsorship would take up a significant amount of the Board's budget for the forthcoming year and resolved to advise the GWSEDB that we are not in a position to contribute financially to the project.

GENERAL BUSINESS

1. **Strategic Planning Meeting**

It was confirmed that the June meeting of the Board would be a Special Meeting to consider a number of strategic issues and an opportunity to review the Board's current Management Plan and priorities. Board members are to be provided, prior to the meeting, copies of the original Hawkesbury Economic Development Strategy and the current list of priorities. In relation to the budget process and, in particular, the allocation of funding for economic development service providers, it was resolved to advise Council that the Board does not wish to be directly involved in the future allocation of funding to external service providers and that Council should consider establishing a fair and equitable process for groups to present their funding proposals.

It was noted that items to be included on the Agenda for the strategic planning meeting will include reports from delegates in respect of current developments within industry sectors, including agriculture/horticulture, tourism, opportunities within the health sector, defence and aviation, the need for additional employment lands within the area and a report on transport infrastructure proposals for Western Sydney and, in particular, an upgraded rail transport network.

2. **Defence and Aerospace Industry Cluster**

The information in the report concerning the status of the application for the funding of the defence and aerospace industry cluster was received and noted and Board Members are to be provided a copy of the funding application which outlines the projects rationale, concept and funding.

It was also noted that the Department of Employment, Workplace Relations and Small Business, have been made aware that the impact of a RAAF Richmond closure is potentially as significant to the Hawkesbury area as the BHP closure was to the Newcastle economy and is, therefore, looking to provide funding to the area for sustainable employment creation projects.

3. **Agriculture/Horticulture Issues**

In view of the fact that the Agriculture/Horticulture Industry representative was absent from the meeting and that the next meeting of the Board is a strategic planning session, it was resolved to defer consideration of the issue to the strategic planning meeting.

4. **E-commerce Program**

The information in the report proposing the staging of E-commerce programs for local businesses was received and noted and the Board resolved to liaise with the Hawkesbury City Chamber of Commerce in relation to developing the project concept.

It was suggested that due to small businesses currently concentrating on GST implementation, it would be more appropriate to conduct the program in about September or October of this year and for consideration to be given to attracting sponsors as well as applying a nominal course participation fee of $10 or $20. The matter will be further reported once the concept is further developed.

5. **Windsor Road Upgrade Campaign**

The Board's retail sector representative and Chair of the Hawkesbury City Chamber of Commerce - Windsor Road Taskforce, Mr Bart Bassett, provided an overview of recent developments with the Windsor Road Upgrade Campaign.

It was noted that the signage campaign has attracted a lot of interest in the issue and the Taskforce is in regular contact with the Concerned Residents Actions Group from the Baulkham Hills Shire, regarding joint campaign initiatives. It was also noted that petitions would be available at the Hawkesbury Show and a report on a recent meeting with members of staff from the Minister for Roads' office was tabled and to be forwarded with the Minutes.

6. **Reports from Industry Sectors**

The new members of the Board, in particular, were advised that Board Members are provided an opportunity at each meeting for presenting a verbal report or tabling a written report on current initiatives within their industry sectors and any feedback on outcomes the sectors would like the Board to achieve.

7. **Hawkesbury District Community Race Meeting**

It was noted that Council has supported, in principle, the combined staging of a Community Race Meeting and Food, Music and Wine Affair at the Hawkesbury Race Club on Sunday 22nd October, 2000. The Food, Music and Wine Affair Committee has met with representatives of the Hawkesbury Race Club who are currently developing a costing for the staging of the event and the outcomes will be presented to the Committee and Council in the near future.

8. **Employment Lands within the area.**

It was acknowledged there is a window of opportunity to provide more employment lands within the area as a result of the population growth in the North West Sector and potential overflow benefits for Hawkesbury businesses. It was noted that the development industry has recognised opportunities for service industries in particular and, accordingly, it was resolved to request a report from Council on the potential for the allocation of additional employment land within the area. This issue may also be addressed at the strategic planning session.

9. **Transport Infrastructure Network**

It was reported that a number of important announcements are expected shortly in regard to future rail networks for Western Sydney and, in particular, the line proposed linking Parramatta with Chatswood via Castle Hill and Epping, with linkages to Mungerie Park.

It was noted that representations are being made and are supported by Blacktown Council in particular, for a linkage between the Richmond line and Mungerie Park and the disused line to St. Mary's. Further, it was suggested that representations should also be made for the duplication of the line to McGraths Hill rather than Quakers Hill as proposed as this would provide Hawkesbury residents a 15 minute intervals train service during peak hours. A report on rail networks is due to be considered by Council at its May General Purpose Committee Meeting and it was also decided to include the report on the Agenda for the Strategic Planning meeting.

9. **Meeting with Director General**

It was noted that Mr Loftus Harris, Director General of the Department of State and Regional Development has accepted the Board's invitation to meet with it and, accordingly, a meeting has been scheduled in conjunction with the Board's meeting on Friday 7th July, 2000.

It was resolved to commence the meeting at the normal time of 8am and invite Mr Harris to meet with the Board from 9.30am and following that would be taken on a tour of the Hawkesbury followed up with a lunch meeting with Board Members. It is understood that Mr Harris will be accompanied on the visit by Mr Michael Cullen the Executive Director of the Department of State and Regional Development.

There being no further business the meeting concluded at 10.30am.

10. **Next Meeting**

The next meeting of the Board - a Special Meeting, will be held on Friday 9th June, 2000, in the Committee Rooms of the Council Chambers, commencing at 8.00am.

oooO END OF REPORT Oooo

Hawkesbury Equity and Access Planning Committee - 18 May 2000

MINUTES OF MEETING
Held on Thursday 18th May, 2000
at Council Committee Room
Hawkesbury City Council

Present:

Patricia Richardson	Disability Advisory Committee
Alan Aldrich	Disability Advisory Committee
Dianne Boyd	Hawkesbury HACC Forum
Clr. Christine Paine	Chairperson

In Attendance:

Joseph Litwin	Hawkesbury City Council
Jenni Bousfield	Hawkesbury City Council

1. Chair's Opening Remarks

2. Apologies

Dr. Mike Clear	University of Western Sydney, Hawkesbury
Linda Young	Hawkesbury District Health Service

3. Minutes of Previous Meeting

Minutes of Meeting held on 1st March 2000 were accepted..

4. Matters Arising From Previous Minutes

NIL

5. Correspondence

NIL

6. Equity and Access Seeding Grants

Three applications were received. The Committee endorsed the allocation of the available seeding grants to:

1.	Hawkesbury Family Support Service	Literacy Assistance Project
2.	Hawkesbury Nepean Community Legal Centre	Caravan Outreach Project
3.	Hawkesbury Care Inc.	Resource Directory Project.

Manager, Community Services to draft Service Agreements for execution

7. Social Planning Workshop

Manager Community Services reported to the committee on the outcomes of the Social Planning Workshop held on the 13th April, 2000. Minutes of the workshop have been received from consultant and will be distributed to participants. A successful presentation was delivered to Council Branch Managers who endorsed the implementation of the proposed annual social planning cycle. A brief outline of the proposed annual social planning cycle was presented for the information of the committee. The Committee agreed to 'in principle' endorsement of the social planning cycle and it was agreed that Council staff would liaise with interagencies to brief them on the social planning cycle.

8. Statement of Equity Principles - Invitation to Branch Managers

Manager Community Services reported that no action had been taken to date (pending outcome of presentation to Branch Managers). The committee agreed to continue with the proposal to invite Branch Managers on a rotating basis to Committee meeting to discuss the application of Equity and Access principles to their areas of responsibility. Manager Community Services to draft letter and attachments for distribution to Branch Managers.

9. General Business

9.1 Alan Aldrich drew the committees attention to the recent renovation of the Richmond School of Arts and the lack of suitable provision for wheelchair access. It was agreed that the chairperson would seek to arrange a meeting with the management committee of the Richmond School of Arts to discuss this matter.

9.2 The Committee agreed to place a standing item on the agenda to provide an opportunity for members of the Committee to raise issues/grievances for consideration by the committee.

10. Next meeting

To be held in the Council Committee Room from **12.00 to 2.00 pm** on **Thursday the 20th July**, 2000.

oooO END OF REPORT Oooo

Hawkesbury Healthy City - 8 June 2000

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 08/06/00 held at the Hawkesbury City Council, Records Meeting Room, commenced at 9.00am.

Present: Dr Rex Stubbs - Mayor Hawkesbury City Council
Esther Anderson - Hawkesbury City Council
Darren Carr - Cancer Council
Garry Baldry - Hawkesbury City Council
Katrina Denning - Hawkesbury District Health Service
Prof John Macdonald - UWS Hawkesbury

Apologies: Janet Hogge - Hawkesbury City Council
Adriana Genova - Hawkesbury City Council
Fionna Rosso - Hawkesbury Division of GP's
Brent Powis - WHO Collaborating Centre

1. Matters Arising From The Previous Minutes

- Amendment to previous minutes: Item 8 - Hawkesbury Division of General Practice

The Division has the opportunity to apply for a small amount of funding to go towards Mental Illness, which is too small to really do anything with. However there are other funding opportunities available that may be worth exploring.

The Division has received a lot of feedback from GP’s that a proportion of health problems in the Hawkesbury are due to stress travelling into the city for work. As such we would like to explore the idea of monitoring stress of men travelling along Windsor Rd. The idea would be to do some detailed research. It may be plausible to link in with the Men’s Health Information & Resource Centre.

There is some funding available from Rotary that may be appropriate for this.

Fionna asked if the committee considered this to be an appropriate venture, and all agreed it would.

- Minutes from previous meeting adopted

2. Western Sydney Environment Week

This week starts with World Environment day 5th June and finishes the 11 June 2000 and is coordinated by the Office of Western Sydney (State Government). Posters and a calendar of events are available from the reception desk at Council.

Major events for the week include: A tree planting event on Sunday at Greenhill's Burial Ground, and the formation of the Lower South Creek Landcare Group; "Keep the Soil on the Site" display at Hawkesbury City Council for residential builders and owners to help them reduce surface pollution through the use of erosion and sediment control; 'Septic Safe' display; tour of the McGraths Hill Sewage Treatment Plant; and, a display of the Brewongle and Longneck Lagoon field Studies centres services and the Australian Plants Society in Windsor Library.

3. Public Transport Week

Public Transport Week was held between Sunday 21st May- Sunday 28th May 2000. Sarah Morton and a number of council staff handed out certificates to passengers catching trains to work. Some responded with surprise at being thanked for something they do everyday, and some commented on the reasons why they dislike travelling by public transport.

There was also a raffle advertised for people to send in their bus and/or rail tickets to be eligible to enter. The prizes being a free trip by rail into the City and entrance to the Sydney Aquarium, and several vouchers for bicycle helmets.

Council will be running a Public Transport Forum co-ordinated by Malcolm Riley. It may be opportune to link the Windsor Rd study to this.

4. Men's Health Information and Resource Centre

Prof John Macdonald reported that the Men's Health Information and Resource Centre has been given the responsibility for co-ordinating Men's Health Week across the state with $30,000 worth of funding. Each of the Area Health Services (17 of them in NSW) has been given $10,000 for Men's Health, so the statewide strategy will be to liaise with a representative from each Area Health Service to work on a co-ordinated strategy.

The $10,000 received by Wentworth Area Health Service (WAHS) will go towards building on current strategies with the Men's Health Information and Resource Centre.

Further discussion about the impact on Men's stress levels when travelling to and from work on Windsor Rd and what effect the findings of this study may have on expediating a better transport route.

Dennis McDermott is a project officer working in Men's Health that may be made available to work n such a study.

5. Flood Evacuation Route

Peter O'Neill who, works for the SES, is working with Esther on a communication plan for notifying the Hawkesbury about the flood evacuation routes in the event of large scale flooding similar to that occurring in 1867.

6. Hawkesbury City Council - Community Report

Council are producing a community report, with a feature on Healthy Cities projects. At least 12 projects will appear highlighting council involvement and the partnerships formed. Esther is the contact person for healthy cities projects.

7. NSW Cancer Council Update

Megan, a volunteer with the NSW Cancer Council will be doing displays at both Carnivale and AgCraft this year.

Daffodil Day on 18th August is fast approaching and Western Sydney is being targeted for further expansion of initiatives on this day. It was suggested by the committee that a challenge could be issued to the high schools of the Hawkesbury to match Richmond High School's fundraising efforts for SIDS/Red Nose Day. This could start a bit of healthy competition and receive lots of media publicity.

Darren is also interested in enhancing his current Workplace Consultancy practice, which includes assisting local industry/business with their OH&S policies especially with regard to smoking and sun protection. The Hawkesbury Chamber of Commerce was suggested as a good place to start.

8. Hawkesbury Harvests - Farmgate Trail

Initiated through the Hawkesbury Food Program, this idea of producing a farmgate trail in the Hawkesbury is progressing well. The idea has expanded to include other local producers as well as fresh food growers, such as antique shops, herb growers, jams and pickles, chesses, wines and B&B's. A dynamic group of farmers, B&B's and other local producers are meeting regularly to work on an action plan which includes, mapping local farms etc, recruiting farms etc to become involved, working on a marketing strategy an applying for funding.

Hawkesbury City Council are looking at plans to make this a feasible project.

9. Partnership Agreement

Katrina Denning will send a covering letter and a copy of the draft partnership agreement to each of the committee members to gain approval by their relevant General Manager/authority. When this has been completed the document can be printed. Katrina and Esther will work on a certificate for presentation to each of the partner organisations and available dates for a "Signing Day". It was suggested that neutral ground may be the best place for a partnership agreement signing day.

10. General Business

- <u>Local Government Forum</u>

Wentworth Area Health Service is running a local government forum on Thursday 27th July to share project opportunities that demonstrate partnerships between health and local government. Penrith are presenting the Penrith Food Project, Blue Mountains are presenting a Falls In Public Places project and Hawkesbury has been requested to present Healthy Cities and Community Safety Committees. The Mayor will be invited to attend and perform official duties, so could be involved in a presentation. Garry and Katrina will present Healthy Cities and Katrina to arrange speakers from the Community Safety Committee

- <u>Healthy Cities Conference</u>

Katrina Denning and Garry Baldry will be attending the conference. The conference will be held from 26th - 28th June 2000 at the National convention Centre in Canberra.

- <u>National Heart Foundation Local Government Awards</u>

Esther and Katrina to meet to decide if Hawkesbury Healthy Cities can apply.

- <u>Healthy Cities Awards</u>

Winners for March and May have been decided and Esther is looking at nominations to go forward for an April winner. More nominations are needed urgently for June. It was suggested that the Healthy Cities Awards initiative should be advertised through the Council newsletter also.

- <u>Newsletter</u>

Will be published shortly and will feature Healthy Cities award winners. Any articles please forward to Esther ASAP.

Next Healthy Cities Meeting: 13th July 2000
Hawkesbury City Council
Meeting Room (upstairs next to the Chambers)
9.00am-11.00am

oooO END OF REPORT Oooo

Hawkesbury Economic Development Advisory Meeting - Friday 9 June 2000

Present: Councillor L Allan (Chairperson), Councillor P Davies, Councillor P Rasmussen, Councillor G Gilling, Mr R Calvert, Mr B Bassett, Mr R Tolson, Mr S Benfield, Group Captain C Richards.

Also present: Mr G Banting and Mr C Dalli.

Apologies: Ms J Eagleton, Mr J Fibbens.

CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING

The Minutes of the Meeting held on Friday 5 May 2000, were confirmed.

CORRESPONDENCE

- Mr Ross Jones - confirming his resignation from the Committee and University of Western Sydney, Hawkesbury Campus and thanking the Committee for its support over the past three years.

- Hawkesbury City Chamber of Commerce - advising of their support, in principle at this stage, for the proposed e-Commerce Program and noting they are unable to commit financially to any projects at this stage.

- University of Western Sydney, Hawkesbury Campus - advising that Mr Ross Jones has resigned from his position with the University and that there is no replacement at this stage.

GENERAL BUSINESS

1. Change in Name

It was reported and noted that Council has resolved to change the name of the Board to Hawkesbury Economic Development Advisory Committee. It was acknowledged that the new name is more reflective of our role as an Advisory Committee of Council on employment and economic development issues.

2. **Resignation of University of Western Sydney, Hawkesbury Campus Representative**

It was noted that Mr Ross Jones has resigned from his position with the University of Western Sydney, Hawkesbury Campus and accordingly, as his position on HEDAC was directly linked to his employment with the University, he is no longer in a position to serve on the Board.

It was subsequently resolved that correspondence be forwarded on behalf of the Committee to Mr Ross Jones, thanking him for his outstanding contribution over the last three years and that a formal approach be made to the University seeking a nomination of a new representative on the Committee.

3. **2000/2001 Budget Submission**

A presentation was made in respect of the Budget submission from HEDAC for 2000/2001 which has been presented to Council.

It is noted that the submission requested an allocation of $20,000, plus an additional $10,000 should funding be made under the Regional Assistance Program for a review of the Hawkesbury Economic Development and Employment Strategy.

4. **Review of Objectives and Priorities of Hawkesbury Economic Development Advisory Committee**

The key purpose of this meeting was to review the objectives and priorities of HEDAC and to establish the direction and agenda for the ensuing twelve month period.

As a result of presentations and discussions, the following Mission Statement, Aims and Objectives, and Priorities were supported, subject to endorsement at the next meeting and the Priorities being presented to the next meeting for consideration in a Business Plan format.

Mission Statement

To identify and advise on opportunities to encourage and facilitate sustainable, economic and employment growth within the Hawkesbury Valley, in an environmentally sensitive manner.

Aims and Objective

- *Identify and advise the Council on potential threats, weaknesses, strengths and opportunities for the local economy and to capitalise on the strengths and opportunities;*
- *Identify the core industry sectors within the local economy and facilitate and encourage the further sustainable development of those industries;*
- *To develop business cases for specific initiatives and strategies developed by the Committee;*
- *Play a lobbying and facilitation role on issues impacting on the future viability of the local economy;*
- *Facilitate processes to increase investment and infrastructure in local industries;*
- *Seek to develop clusters of activities to obtain the benefits of economic synergy;*
- *Foster the growth of existing businesses within the area rather than relying on and encouraging the relocation of businesses to the Hawkesbury Valley;*
- *Facilitate the creation of a diverse economic employment base and the creation of jobs which suit the skills and the existing workforce;*
- *Advise on marketing and promotional opportunities to encourage investment within the Hawkesbury Valley;*
- *Actively monitor the performance and outcomes of strategies and initiatives of the Committee.*

2000/2001 Priorities

- *Review of Hawkesbury Economic Development and Employment Strategy.*
- *Aerospace project including commuter airport.*
- *Promotion of the benefits of agriculture and horticulture for the region.*
- *Access to water for agriculture and horticulture industries and development purposes.*
- *Promote the benefits and opportunities to establish tourism facilities within the area.*
- *Regional transport issues including Windsor Road upgrade, railway network improvements and commuter airport.*
- *E-Commerce project in conjunction with Hawkesbury City Chamber of Commerce and Richmond TAFE.*
- *Facilitate an increase in the supply of employment generating land within the area.*
- *Develop marketing and promotions strategy ie positioning the Hawkesbury.*
- *Support for Hawkesbury Business Enterprise Centre.*
- *Establish networks and linkages.*
- *Identify opportunities within the health and community care sector.*
- *Support for local business.*

5. Windsor Road Upgrade

A verbal report was provided on latest developments with the campaign for the upgrading of Windsor Road and it was subsequently resolved to write to the Premier and request that he arrange a meeting to improve coordination between the agencies responsible for the proposed Windsor Road upgrade and the provision of flood-free access to Windsor. It is suggested that there would be a saving in cost if both projects were combined and one lead agency took responsibility for the project.

6. Industry Sector

In discussing the priorities for 2000/2001, one of the priorities established was to identify opportunities within the health and community share sector.

It was subsequently resolved that the Health Sector Representative be asked to prepare a Position Statement on the opportunities within this sector, to assist the Committee in the understanding of opportunities in this area. Additionally, it was also suggested that exploring opportunities within the Health and Community Care Sector become one of the Terms of Reference of any review of the Hawkesbury Economic Development and Employment Strategy.

7. Economic Impact of RAAF Richmond Closure

It was reported that the Department of Defence is now moving with the Study into the economic impact on the Hawkesbury Region of any possible closure or realignment of RAAF operations at Richmond.

It is understood that the Department will be briefing Federal MP's on the issue on 22 June 2000 in Canberra and attempts are being made to schedule a meeting prior to that date at Richmond for lead agencies and interested parties. The assessment is to be undertaken in two stages, the first being an examination of the economic impact of a closure and realignment and the second stage is identifying strategies to overcome the loss of any jobs. It is expected that a consultant will be appointed in July and Stage 1 of the report will be due in September and Stage 2 in December 2000.

8. Royal Flying Doctor Service

It was reported that the Royal Flying Doctor Service wants to obtain access to Richmond RAAF facility. It was acknowledged that the proposal should be followed up with the Service and the proposal may have some impetus for a commuter airport at Richmond.

NEXT MEETING

The next meeting of HEDAC will be held on Friday 7 July 2000, in the Committee Rooms of the Council Chambers commencing at 8am and concluding by 10am. From 10am a meeting and familiarisation tour is to be held with the Director General of the NSW Department of State and Regional Development, Mr Loftus Harris, the Executive Director of NSW State and Regional Development, Mr Michael Cullen, and the Chief Executive Officer of the Greater Western Sydney Economic Development Board, Ms Julie Scott.

oooO END OF REPORT Oooo

Local Traffic Committee - 16 June, 2000

Present: Councillor P Davies (Chairman)
The Hon K Rozzoli, MP
Mr D Lamont, Roads & Traffic Authority
Sen Constable L Gearside, NSW Police Service

Apologies: Mr J Anderson, MP
Mr R Elson, Department of Transport

Also Present: Mr C Daley, Director Asset Services & Recreation
Mr T Shepherd, Administrative Officer, Asset Services & Recreation

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1 MINUTES

1.1 Minutes of the meeting held on 19 May, 2000 were confirmed.

2 BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 George Street, Windsor - Regulatory Signage - NSW Police Service 731/R Pt

Question Without Notice 5.4, Local Traffic Committee meeting 19 May, 2000, Sen Constable L Gearside - advising of travelling lanes on George Street, Windsor in the vicinity of Arndell Street blocked by parked vehicles particularly during the course of events at Governor Phillip Reserve.

Report

(1) The alignment of George Street at this location is offset by its own width, joined by an approximate 45 degree chicane which narrows throughout its length;

(2) The chicane is marked with barrier line and supports two way travelling lanes; parking cannot be undertaken within the chicane without forcing following traffic over those barrier lines into the path of oncoming traffic;

(3) Adequate width exists in Arndell Street, however, it is desirable that the intersection be opened up particularly with high volumes of turning traffic during major events at Governor Phillip Reserve;

Recommendation

1 That "No Stopping" zones be established as follows:

(1) on the western side of George Street, in a southerly direction over Chainage 27.1 - 78.6 measured from the northern boundary of No 35 George Street;

(2) on the eastern side of George Street:

(a) in a northerly direction over Chainage 0 - 10 measured from Arndell Street; and,

(b) in a southerly direction over Chainage 0 - 34 measured from Arndell Street;

(3) on the northern side of Arndell Street over Chainage 0 - 10 measured from George Street;

(4) on the southern side of Arndell Street over Chainage 0 - 18.6 measured from George Street; and,

(5) that barrier line be remarked through the chicane on George Street and raised pavement markers be installed; and,

2 Prior to installation of regulatory signage, that this matter be discussed with the owner of No 37 George Street, Windsor.

3 CORRESPONDENCE

3.1 New Street, Windsor - Regulatory Signage - Australia Post 1408/R Pt 02

Requesting provision of dedicated parking for mail vans on the northern side of New Street, Windsor adjacent to Windsor Post Office as that authority proposes to install a street posting box.

Report

(1) Negotiations with Australia Post have resulted in the posting box being located within private property adjacent to the existing front door to the Post Office, however, dedicated parking is still required on New Street;

(2) The following parking restrictions apply over the nominated chainages on the northern side of New Street measured from the eastern edge of the driveway to No 8 New Street:

Parking Restriction	Chainage
No Standing	13.2 - 15.8
1 Hour Parking 8.30am - 6.30pm Mon-Fri 8.30am - 12.30pm Sat	15.8 - 44.5
1/4 Hour Parking 8.30am - 6.30pm Mon-Fri 8.30am - 12.30pm Sat	44.5 - 74.7
No Standing	74.7 - 79 (George Street)

(3) Whilst parking for mail couriers is available on the rear driveway to the Post Office, that location would be approximately forty (40) metres away from pillar boxes to be cleared; Australia Post has expressed concern at carrying heavy mail bags over that distance in light of Occupational Health & Safety principles;

(4) Pillar boxes at Windsor Post Office are cleared between Noon - 6pm, Sunday- Friday;

(5) Having regard to the foregoing, a dedicated parking zone may be established over Chainage 36.5 - 44.5;

(6) In accordance with guidelines laid down by the Roads & Traffic Authority regarding alteration of regulatory signage to reflect the Australian Road Rules, it is proposed that the following signage be altered:

(a) at Chainage 15.8, that existing "No Standing (Left)" be replaced by "No Parking (Left)";

(b) at Chainage 74.7, that existing "No Standing (Right)" be replaced by "No Stopping (Right)" to be installed at Chainage 89; and,

(c) on the southern side of New Street at its intersection with George Street, remove the existing "No Standing (Left)" and replace with "No Stopping (Left)" at Chainage 10 from George Street; and,

Recommendation

(1) That "Mail Zone/Noon-6.30pm/Sun-Fri" restricted parking be established over Chainage 36.5 - 44.5 on the northern side of New Street, Windsor, measured from the eastern edge of the driveway to No 8;

(2) That the following restricted parking signage be altered as indicated:

(a) on the northern side of New Street:

(1) at Chainage 15.8, that existing "No Standing (Left)" be replaced by "No Parking (Left)";and,

(2) at Chainage 74.7, that existing "No Standing (Right)" be replaced by "No Stopping (Right)" to be installed at Chainage 89; and,

(b) on the southern side of New Street at its intersection with George Street, remove the existing "No Standing (Left)" and replace with "No Stopping (Left)" at Chainage 10 measured from George Street.

3.2 Scotts Farm Road, Grose Vale - Traffic Conditions - 1923/R Pt 02

Correspondence received from J. Mahboub regarding the adequacy of the width of Scotts Farm Road, Grose Wold, due to increased traffic volumes, and concerns about sight distance at the intersection of this road with Avoca Road.

Report

1. A traffic count conducted on Scotts Farm Road between 4 May 2000 and 12 May 2000 indicated Average Daily Traffic (ADT) readings of 51 vehicles southbound and 50 vehicles northbound. The Austroads publication "Rural Road Design" (1993) states that where ADT figures are less than 150, a single lane carriageway may be used with a minimum pavement width of 3.5m. The width of Scotts Farm Road is in excess of this value over its full length.

2. The alignment of Scotts Farm Road is straight with no curves, and the topography is slightly undulating.

3. The writer's claim that the shoulders are overgrown with some overhanging trees is valid.

4. Sight distance at the intersection is restricted, partly due to the crest in Avoca Road at the intersection, but mainly due to long grass and overgrown shrubs on the southwestern corner of the intersection. Given the low traffic volumes in Scotts Farm Road and the area of Avoca Road to the west of the intersection, if this corner was cleaned up, adequate sight distance would be available to safely negotiate the intersection.

5. The use of a mirror in this location is not considered appropriate, because of dust levels in the area and the associated maintenance issues. The use of a mirror would also tend to distract the driver's attention from looking east along Avoca Road as they turned right out of Scotts Farm Road.

Recommendation

1. That maintenance attention be given to removal of long grass and overhanging trees from the shoulders of Scotts Farm Road and on the southwestern corner of the intersection of Scotts Farm and Avoca Roads;

2. That maintenance attention be arranged to the shoulders in Scotts Farm Road, to ensure their adequacy to carry the outer wheels of passing vehicles in all weather conditions; and,

3 That a mirror not be installed at the intersection of Scotts Farm Road and Avoca Road.

3.3 Service Road, Bells Line of Road, North Richmond - Traffic Conditions - 243/R Pt

Correspondence received from Mr W Mitchell regarding unsafe conditions for School Children at North Richmond Bus Stop, Bells Line of Road in front of the North Richmond Post Office.

Report

1. The bus stop is located on an "island" between the main carriageway of Bells Line of Road and the service road which provides access to the Post Office and a number of businesses to the east.

2. Immediately to the east of the bus stop, the carriageway in Bells Line of Road narrows from two lanes into one. Although there are no marked lanes on the carriageway in this area, vehicles commonly travel in the left lane to overtake other vehicles from a standing start at the traffic signals at the intersection with Grose Vale/Terrace Roads. Vehicles also travel on the left side of the carriageway to overtake a vehicle turning right into Grose Vale Road from Bells Line of Road at the same intersection.

3. There is no safety barrier between children standing at the bus stop and vehicles using Bells Line of Road.

4. Vehicles using the service road also travel close to children at the rear of the island.

5. The bus stop is generally only used by school children early in the morning (7.30am - 9.00am), however this also coincides with the morning traffic peak at the intersection. The bus stop is used by a relatively small number of people throughout the rest of the day.

6. The Roads and Traffic Authority are considering the possibility of re-designing the Bells Line of Road/Grose Vale/Terrace Road intersection to increase traffic flow, however no timing of this work is presently available.

Recommendation

1. That investigations be undertaken and a concept plan be prepared to consider relocating the bus stop from the "island" either back to the service road, or to an alternate location in North Richmond. The recommended location would depend on the bus routes using the stop, the catchment of the students using the stop and any proposed works to be undertaken by the Roads and Traffic Authority.

2. Consultation be undertaken with Westbus, the Roads and Traffic Authority, local businesses and affected schools regarding the proposal.

3. The results of the consultations and the plan of the concept be reported back to the Committee for further consideration.

3.4 Musson Lane, Richmond - Traffic Conditions - Bridges Disability Services Hawkesbury Inc 1381/R Pt 01

Advising of traffic conflict between vehicles and disabled persons traversing Musson Lane, Richmond and particularly expressing concern at the speed of vehicles traversing Musson Lane.

Report

1 Bridges Disability Service Hawkesbury Inc has frontage to Musson Lane and utilises a ramp leading to the laneway;

2 Musson Lane is one way traffic from March Street and north of the ramp on the eastern side a wall of vegetation exists which would obscure disabled pedestrians exiting the centre should a vehicle be proceeding in the wrong direction;

3 Given the disabilities of those accessing the centre it is desirable that a Watts Style speed hump be installed on Musson Lane in the vicinity of the ramp leading to the centre as well as upgrade signage; preliminary costing for that speed hump is estimated at $4000;

Recommendation

That a Watts style speed hump be installed on Musson Lane, Richmond as part of the 2000 - 2001 Works Program.

4 REPORTS

4.1 Windsor Road, McGraths Hill - Traffic Conditions - NSW Police Service/Yarak Petroleum 2342/R Pt

In response to representations by the NSW Police Service regarding dangerous turning movements undertaken by motorists when exiting the Yarak Petroleum Service Station, Windsor Road, McGraths Hill onto either Pitt Town Road or east-bound onto Windsor Road from the western driveway, the Committee at its meeting held on 19 November, 1999 resolved that correspondence be forwarded to the operators of the service station requesting that the western and eastern driveways be dedicated "left turn only" and "no right turn" respectively.

Report

Correspondence was forwarded to, and a site inspection undertaken with, Mr J Yarak who has advised that he had no objection to the western driveway being designated "left turn only", however he objected to the eastern driveway being dedicated "No Right Turn", claiming that it would have an adverse impact on his business.

Further investigations have since been undertaken, including an on-site meeting with Mr Yarak to consider the right hand turn manoeuvre from the eastern driveway. This manoeuvre encounters the following difficulties:

1. Traffic turning left from Pitt Town Road eastbound into Windsor Road is generally unrestricted, and in some instances moves immediately to the median lane in Windsor Road to undertake a right turn into Mulgrave Road.

2. Securing an adequate gap in two lanes of westbound and two lanes of eastbound traffic as well as the westbound right turning bay.

3. The westbound traffic is often queued making it difficult to sight the eastbound traffic.

Given the above issues, it is considered that the right turn from the eastern driveway is an extremely dangerous manoeuvre, and one that should be discouraged.

The available options to discourage this manoeuvre are:

1. **Continue to negotiate with the proprietor to secure the installation of a "No Right Turn" sign at the eastern driveway.**

   This option is unlikely to be successful as Mr Yarak has already indicated his opposition to the proposal. Even if the outcome of negotiations were successful, this option is unlikely to adequately discourage the manoeuvre, as the sign would generally be unenforceable.

2. **Provide a painted chevron between the eastbound and westbound carriageways of Windsor Road, opposite the eastern driveway of the Service Station, extending east towards the intersection with Mulgrave Road.**

   This would effectively make the right turn manoeuvre illegal, however it is questionable whether the majority of motorists would be aware of this road rule.

   The width of the carriageway at this location may also prevent the installation of this option, as the chevron width would result in a narrowing of the adjacent lanes.

3. **Provide a narrow median between the eastbound and westbound carriageways of Windsor Road, opposite the eastern driveway of the Service Station, extending east towards the intersection with Mulgrave Road.**

This option would prevent the right turn manoeuvre from the eastern driveway, and would not have an adverse impact on lane widths. However, the effectiveness of this option and the benefit to the safety of motorists would have to be balanced with the obvious effect on Mr Yarak's business.

Recommendation

That the matter be forwarded to the Roads and Traffic Authority for its consideration.

5 NEXT MEETING

The next meeting of the Local Traffic Committee will be held at 10.00am, 21 July, 2000.

Meeting terminated at 11.15am.

oooO END OF REPORT Oooo

ordinary

meeting

end of paper