



H a w k e s b u r y C i t y C o u n c i l

ordinary meeting business paper

date of meeting: 13 June 2000

location: Council Chambers

time: 7.30pm

ORDINARY MEETING

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minutes of meetings



ordinary meeting

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Mayoral Minutes

Ordinary Meeting - 13 June 2000

DONATION - STABLES TASK FORCE - P1359/105 Pt.02

As part of the St. Matthews Anglican Church precinct there exists stables erected in 1825. A group has been formed as the “Stables Task Force” with the objective of restoring the building.

Correspondence has been received from the Task Force seeking a donation from the Council to cover the development application fees, construction certificate and compliance certificate that total \$700.

The buildings are important and are part of one of the most important heritage precincts in Australia.

It is recommended that the Council assist in this work by donating the \$700 requested.

oooO END OF MAYORAL MINUTES Oooo



ordinary

2
section

notices of motion



Notices of Motion

ORDINARY MEETING

Notices of Motion

Notices of Motion

Ordinary Meeting - 13 June 2000

Councillor L Sheather:

Council was recently represented at the University of Western Sydney - Hawkesbury Awards Night which was conducted by the UWS - Hawkesbury Foundation.

The Foundation was established in 1982 to encourage philanthropic support for UWS Hawkesbury and one of its key objectives is to increase the number of scholarships available to students studying at Hawkesbury.

The Foundation has initiated a fund raising project involving the development of a commemorative walk within the historic Stable Square. For a contribution of \$240.00 (two hundred and forty dollars), Council can acquire a polished granite paver which would become a part of the walk and the name Hawkesbury City Council would be engraved on the paver linking its name with the University in perpetuity.

It is recommended that Council participate in this fund raising initiative.

Councillor P Rasmussen

That Council adopts the following policy:

“Heritage LISTED buildings within the Hawkesbury LGA will NOT be granted removal, re-siting or demolition approval”.

Preamble.

1. Such a policy would ensure that our heritage listed buildings, and hence these important links to our European past, could not be destroyed or lost to the people of the Hawkesbury. Very few of these precious and important links to our past remain, and all heritage listed buildings have, by their very nature, a very high cultural, historical and emotional significance.
2. Many of these buildings are also national icons and feature in important paintings and artistic works by artists from the area (or who visited here) and are therefore well known to the people of Australia. For these buildings not to be safeguarded currently by a Council policy such as is proposed here is a major oversight and must be rectified now.

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3. This policy would also ensure that any road, or other development, planned would need to take this policy into account and therefore plan accordingly. Several recent instances of proposed, or actual, demolition of heritage listed buildings would or could **not** be in jeopardy under the proposed policy.
4. This policy would also ensure that we as Councillors gave our heritage listed buildings the best chance possible of future survival. The clear message would be: “We, the people of the Hawkesbury, care deeply and strongly about our heritage listed buildings and will do whatever is necessary to ensure their survival into the future”. This message needs to be sent out now so that there is no confusion or misunderstanding of how we as a Council stand on this important issue.
5. Other Council, States and Nations go to great lengths to safeguard and preserve their heritage listed buildings and this Council, having so much of the Nation’s European history within its area of responsibility, should do the same by adopting this simple, but very effective policy now.

Councillor L Williams

The depositing and release of all sillage at the Blaxlands Ridge ponds be immediately suspended pending:

1. A report being brought to Council on the cost of providing adequate safeguards against the depositing of prohibited waste.
2. A report be brought to Council on the cost of permanently transferring all of the City's pump-out sillage to existing sewage treatment works subject to EPA approval.
3. Sufficient funding being earmarked in the forthcoming budget to fund the resolved outcome from 1 and 2 above.

Councillors C Paine, P Davies and B Calvert

1. In order to help celebrate the National Aboriginal Island Day the Hawkesbury City Council consent to the flying of the Australian Aboriginal and Torrens Strait Islander flags during the week 2 July to 9 July inclusive at the following locations:

Hawkesbury City Council Chambers; and
Friendship Park, Clarendon
2. Hawkesbury City Council supply and erect the portable stage in Richmond Park on Sunday 9 July, to help the Community celebrate on that day.

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3. Hawkesbury City Council grant funding to the National Aboriginal and Islander Day of Celebration Committee to assist in the celebrations in Richmond Park on Sunday 9 July.

Ground Hire	\$120.00
Sound Equipment	\$400.00
School of Arts Hire/Wet Weather venue	<u>\$120.00</u>
Total	<u>\$640.00</u>

Briefing Notes

The Hawkesbury National Aboriginal and Torrens Strait Islander Planning Day Committee is holding a community event to celebrate Aboriginal and Torrens Strait Islander culture in Richmond Park on Sunday 9 July from 11.00am to 3.00pm. The program will include WELCOME TO COUNTRY, INDIGENOUS AND NON-INDIGENOUS PERFORMERS, FOOD AND INFORMATION STALLS AND A SCHOOL RECONCILIATION ART COMPETITION DISPLAY TO BE JUDGED ON THE DAY. It is hoped that all Hawkesbury residents will take part in this day of Celebration.

oooO END OF NOTICES OF MOTION Oooo



ordinary

3
section

**report
of the
general
purpose
committee**

ORDINARY MEETING Notices of Motion
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AGENDA

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

ORDINARY - 13 June 2000

General Purpose Committee - 23 May 2000

Environment

Report of the Meeting of the General Purpose Committee held at the Council Chambers, Windsor, on 23 May 2000, commencing at 9.00am.

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

RESOLVED on the motion of Councillor Allan and seconded by Councillor Finch that the Minutes of the General Purpose Committee Meeting held on 2 May, 2000, be confirmed.

Councillor Paine arrived at the meeting at 9.05am.

Councillors Conolly, Calvert and Gilling left the meeting at 11.30am.

Councillor Gilling returned to the meeting at 1.00pm.

The following recommendations were passed as resolutions of the Committee:

SECTION 1 - ENVIRONMENT

116: Nine (9) Lot Community Title Subdivision No 67 and No 77 Tierney Road, Kurmond, Lot 250, DP751649 Lot 158 DP751637 (M2047/99/EVD/ENE23NAX.V02)

COMMITTEE'S RECOMMENDATION

- A.** That the SEPP 1 objection to Clause 11 of HLEP 1989 be supported.
- B.** That the application for a nine (9) lot community title subdivision be approved subject to the following conditions:

General

1. To confirm and clarify the terms of this approval, the development shall be carried out in accordance with the approved stamped plans (prepared by T Grabara & Associates numbered 1745-DA10B dated 4 February, 2000) submitted with Development Application No. MA2047/99 and any supportive documentation, except as otherwise provided by the conditions of this consent.

2. Compliance with the provisions of the Environmental Planning and Assessment (Amendment) Act 1979.
3. Prior to construction of the approved development it is necessary to obtain a Construction Certificate.
4. The applicant is advised to consult with:
 - (a) Integral Energyregarding their requirements for the provision of services to the development and the location of existing services that may be affected by proposed works, either on site or on the adjacent public road(s).

General Terms of Approval (Department of Land and Water Conservation)

In accordance with the Environmental Planning and Assessment Act 1979 and Regulation 1994 (as amended) the Department of Land and Water Conservation (DLWC) has an approval role in relation to a development application (DA) MA2047/99 lodged with Hawkesbury City Council.

A permit issued under Part 3A of the Rivers and Foreshores Improvement Act 1948 (R&F1 Act) is required to carry out excavations for a road and to build a crossing in and within 40 metres of the top of the bank of Howes Creek and unnamed tributary at Kurmond.

Pursuant to Part 3A of the R&F1 Act, DLWC, having reviewed the documentation associated with MA 2047/99, proposes to grant an approval. DLWC's General Terms of Approval, for inclusion as conditions of consent, are set out below:

5. General and Administrative Issues

- 5.1 The work to which these general terms of approval apply is not to commence until such time as a formal permit under Part 3A of the Rivers and Foreshores Improvement Act 1948 has been issued by DLWC.
- 5.2 If, in the opinion of a DLWC officer, any work is being carried out in such a manner that it may damage or detrimentally affect the stream, or damage or interfere in any way with any work, the operation on the section of the stream shall cease immediately upon oral or written direction of such officer.
- 5.3 Work as executed survey plans shall be forwarded to DLWC upon request.
- 5.4 If the permit conditions have been breached, the permit holder shall restore the site to the satisfaction of DLWC. If the necessary works are not completed then the permit holder shall pay a fee prescribed by DLWC for the initial breach inspection and all subsequent breach inspections.

- 5.5 Operations shall be conducted in such a manner as not to cause damage or increase the erosion of adjacent stream banks. The permit holder shall carry out any instructions given by DLWC with a view to preventing damage to the banks.
- 5.6 Any vegetation or other material removed from the area of operations shall be disposed of to an appropriate site where the debris cannot be swept back into the river during a flood.
- 5.7 When the works are to cease, DLWC is to be notified 1 month in advance of the cessation of the operation.

6. Conditions specific to the DA

- 6.1 Work is to be carried out in accordance with drawings and any "plans" required by these conditions, and approved by DLWC and which will accompany the Part 3A Permit.
- 6.2 Only one new access road across the watercourse is to be created as part of the subdivision. This new access is to be located as indicated on the subdivision plan 1745-DA10B, which accompanies this application.
- 6.3 The design of the creek crossing, establishment of a vegetated riparian zone and rehabilitation of the creek areas is to be done in accordance with a Vegetation Management Plan (Draft Guidelines for the preparation of the Plan are attached).
- 6.4 All plans are to be finalised in consultation with, and with the approval of, DLWC **prior** to the issue of the 3A permit.
- 6.5 Soil and erosion control measures for both the construction and maintenance phases of the works are to be in accordance with best management practices as outlined in the Department of Housing's publication, "Managing Urban Stormwater, Soils and Construction (1998)" (The Blue Book).

General Advice

- A. A Part 3A permit, subject to conditions, will be issued for the proposed works upon application, and upon payment of the appropriate fee.
- B. Permits are generally granted for a period of 12 months from the date of formal approval and renewable on an annual basis. Any application for renewal shall be lodged one month prior to the expiry date.
- C. Three sets of drawings, consisting of plans, long sections, cross sections and detail drawings of the proposed works and any related works on or near the streams, to the satisfaction of DLWC, and all "Plans" referred to the General Terms of Approval, are to be provided to DLWC to allow Part 3A permit preparation.

- D. The rehabilitation of the area to the satisfaction of DLWC is the responsibility of the permit holder and the owner or occupier of the land.
- E. The permit holder and the owner or occupier of the land are responsible for any excavation or soil removal undertaken by any other person or company at this site.
- F. Any Part 3A permit granted is not transferable to any other person or company and does not allow operations at any other site.
- G. Any Part 3A permit granted does not give the holder the right to occupy any land without the consent for the owner(s), nor does it relieve the permit holder of any obligation which may exist to also obtain permission from local government and other authorities who may have some form of control over the site of the work and/or the activities proposed to be undertaken.
- H. These general terms of approval are issued with the proviso that operations shall be carried out on freehold land. Should operations be on Crown Land, this permit is rendered null and void and the occupier of Crown Land should contact DLWC.
- I. To issue a Part 3A permit, DLWC will require full details on land ownership of all areas affected by the proposed works, and authorisation for the works by relevant land owners.
- J. Should any of the above conditions not be complied with, DLWC may issue a Stop Order on the 3A permit related operations at the site until the condition(s) has(have) been complied with.

Guidelines for the Preparation of a Vegetation Management Plan (Draft)

- 7. Site assessment and determining constraints - flora and fauna (previous studies, endangered species/existing vegetation communities, etc); habitat and corridor values; topsoil/litter layer quality; hydrology/hydraulics (flooding, surface water runoff/drainage, velocities, water table, etc); frost areas; fire issues; contaminants; acid sulphate soils; human and vehicular access; stock and herbivore access (rabbits, hares, etc); shadow zones; drainage; topography (slope, aspect, soils, geology, erosion, deposition); weed sources, etc.
- 8. Define each project task, how each task will be done, the duration of each task, the priority order for each task and who will be responsible for undertaking each task.
- 9. Prepare a time frame (eg Gantt chart) for all tasks in the project.
- 10. Liaise with council Bushcare Officer, landcare or bushcare groups.
- 11. Seed collection and propagation - local native species only to be used - identify local native seed sources, check on any licences required.

12. Prepare maps/diagrams and plant species lists including existing vegetation, constraints, vegetation and natural features to be retained, proposed vegetation (species/communities, zonation from water to land, corridors/linkages, spacings, tubestock/virocells/long stems, etc), sediment and erosion control, etc.
13. Site preparation
 - protection of plants to be retained
 - installation of sediment and erosion control devices
 - completion of any site works (if any)
 - weed control (techniques and sequences of removal)
 - application of herbicides
 - topsoil remediation
 - surface preparation (levelling, deep ripping, scarifying, mulching etc)
 - surface stabilisation - (needs to be suitable for the site/vegetation -erosion matting, mulch, brushmatting, sterile cover crops, binding sprays, etc.)
 - site drainage
14. Planting program and method, installing weed mats, mulch, stakes and ties, tree guards, use of fertilizers types (justify their need), water-retaining crystals, etc.
15. Site and vegetation maintenance - sediment and erosion control, watering, replacement of plant losses, disease and insect control, mulch, length of time for maintenance etc.
16. Monitoring and review (develop a method for performance evaluation, replacement of plant losses, etc).
17. Other issues - signage, relevant legislation, planning instruments/guidelines, OH&S, community involvement, liaison with DLWC and others, how other areas of the property and adjacent areas can be managed to compliment the vegetation strategy (weed control, drainage, etc) etc.

Prior to Issue of Construction Certificate

18. The submission of design plans and calculations for works required by this consent.
19. A design checking and inspection fee of \$5 per linear metre of road and access road, must be paid when submitting engineering plans for approval prior to construction. This amount is valid until 30 June 2000.

Prior to Commencement of Works

20. A Part 3A permit is required from the Department of Land and Water Conservation prior to commencing any works.

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

Prior to issue of Subdivision Certificate

24. A monetary contribution is to be paid to Council, pursuant to Section 94 of the Environmental Planning and Assessment Act 1979, towards the provision of the following public facilities in the locality:

- | | | |
|-----|---------------------------|-----------|
| (a) | Open Space and Recreation | (\$10162) |
| (b) | Community Facilities | (\$14283) |

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

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

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

25. Dedication of that part of Tierney Road to the north of Howes Creek necessary to provide access to this development. Council will make application for the dedication following lodgement of a security covering the cost of the work and payment of the application fee of \$100.00. No work is to be carried out on the section of road until permission is obtained from the Crown or dedication occurs.
26. Construction of Tierney Road from the end of existing seal with a sealed pavement to match the existing seal, 1.2m wide road shoulders, earth table drains and any drainage to make this effective.
27. Construction of a turning area at the end of Tierney Road.

28. Construction of a sealed pavement and all necessary drainage along the full length of the Neighbourhood property.
29. Construction of a 3.5m wide compacted crushed rock pavement and any necessary drainage along the access strip or right of carriageway and across the footway to Lots 5, 7 and 9 together with any necessary drainage. The maximum grade is to be 1 in 6.
30. The submission of a plan showing all existing services on the lots including septic tank and effluent disposal areas, sewer connections, water connections and stormwater disposal, where applicable, and the correction of any encroachments or defects to the requirements of the Director Environment and Development.
31. The submission of the plan of subdivision, together with 4 (four) exact copies thereof, suitable for lodgement with the Registrar General.
32. Submission of a Certificate from Integral Energy that satisfactory arrangements have been made for the provision of electricity to each of the resultant lots of the subdivision.
33. Submission of a Certificate from Telstra that satisfactory arrangements have been made for the provision of cables for telephones through the subdivision.
34. Payment of a linen release fee of \$450. This amount is valid until 30 June 2000.
35. A restriction as to user pursuant to 88B of the Conveyancing Act is to be created for all allotments (excluding Lot 1) which indicates the mound system is to be installed on each lot in accordance with the on-site effluent disposal report prepared by Geotechnique Pty Ltd dated 1 November 1999 with reference number 2903/1-AB. This restriction can only be varied by the developer/applicant and Hawkesbury City Council.
36. A Management Statement complying with Schedule III of the Community Land Development Act, 1989, shall be lodged with and approved by Council. This statement is to include the provision that Lot 1 is not to be used for the purposes of erecting a dwelling or any other building structure. That Part 5 of the management statement include the provision of the riparian zone as indicated in the Flora and Fauna Report prepared by Urban Bushland Management Consultants Pty Ltd dated June 1999 and November 1999 as a conservation zone, and this can only be modified by Hawkesbury City Council.
37. A management plan be prepared and implemented to control introduced flora species and to ensure that the native plant community and fauna habitat near the creek be maintained in a viable condition.
38. A restriction as to user pursuant to 88B of the Conveyancing Act is to be created for all allotments (excluding Lot 1) indicating that the building areas and effluent disposal areas be restricted to the areas indicated on the stamped approved plans attached to development consent MA2047/99.

COMMITTEE'S RECOMMENDATION

That Council adopt the following policy:

That rural subdivision applications lodged after 23 May, 2000, which require effluent disposal systems other than the widely used land application systems be conditioned that the effluent disposal system be installed on the land prior to release of the final plan of subdivision.

117: Proposed Commercial Building - Lot 102 DP849449 No. 70 Macquarie Street, Windsor (MA 0161/00/EVD/ENE23NBX.V03)

This matter was dealt with in conjunction with Item 124 of the Supplementary agenda.

Mrs Collier, Ms Christine Mitchell, representing Mrs Noble, objectors, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That the application to construct a commercial building be approved subject to the following conditions:

General

1. To confirm and clarify the terms of this approval, the development shall be carried out in accordance with the approved stamped plans, as amended in red (prepared by Robert Pont Pty Ltd Architect numbered sheets 1 and 2 dated 22/3/00) submitted with Development Application No. MA0161/00 dated 9 February, 2000 and any supportive documentation, except as otherwise provided by the conditions of this consent.
2. The north east wall of the building is to be repositioned away from the adjoining boundary to create a right angle from the Macquarie Street boundary with a maximum distance of 3 metres from the side boundary near the Macquarie Street frontage as shown in red on the approved plans. This condition recognises that the building may need to be enlarged in a south westerly direction to compensate for the floor space lost by relocating the wall.
- 2(a) The south east wall is to be set back approximately 1.2 metres from the adjoining boundary.
3. Compliance with the provisions of the Environmental Planning and Assessment (Amendment) Act 1979, and the Building Code of Australia.
4. Prior to construction of the approved development it is necessary to obtain a Construction Certificate.

5. The applicant shall make themselves aware of the Discrimination Against People with Disabilities Act (DDA) in order to assess their responsibilities and liabilities with regards to the provision of access for all people.

Prior to Issue of Construction Certificate

The following conditions in this section of the consent must be complied with or addressed prior to the issue of any Construction Certificate relating to the approved development, whether by Council or an appropriately accredited certifier. In many cases the conditions require certain details to be included with or incorporated in the detailed plans and specifications which accompany the Construction Certificate. **The Construction Certificate shall be obtained prior to the commencement of any earth works or building works.**

6. Retaining walls or other approved methods necessary to prevent the movement of excavated or filled ground, together with associated stormwater drainage measures, shall be designed by an appropriately qualified person. Details are to be included with the plans and specifications to accompany any Construction Certificate.
7. Detailed engineering plans and specifications relating to the work shall be submitted.
8. The following documentary evidence is to be obtained prior to the issue of any Construction Certificate, whether by Council or an accredited certifier:
 - (a) A Section 73 Certificate issued by the Sydney Water Corporation Limited or other evidence of Sydney Water's non-objection to the commencement of work on the basis of service availability.
 - (b) A written clearance from Integral Energy, stating that electrical services have been made available to the development or that arrangements have been entered into for the provision of services to the development.

Separate documentary evidence from Integral Energy shall be provided stating that the requirements of that Authority have been met with regard to the nearby high voltage transmission line.

9. Two copies of specifications are to be submitted to the Principle Certifying Authority for approval
10. Details demonstrating that the proposed buildings comply with the requirements of the Building Code of Australia are to be submitted to the Principle Certifying Authority for approval.
11. Submission of design plans and calculations for all pavement and drainage works required by this consent.
12. Submission of full details of all trade waste treatment devices and pipelines.

13. Payment of a sewer headworks contribution to Council of \$2061. This contribution shall remain fixed for a period of 3 (three) months after which time it will be recalculated at the rate applicable at the time of payment.

Prior to Commencement of Works

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

Each toilet provided:

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

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

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

This condition does not apply to:

- (a) building work carried out inside an existing building; or
 - (b) building work carried out on premises that are to be occupied continuously (both during and outside working hours) while the work is being carried out.
16. If the work involved in the erection or demolition of a building:
- (a) is likely to be dangerous to a person in a public place or adjoining property;

(b) is likely to cause pedestrian or vehicular traffic in a public place to be obstructed or rendered inconvenient; or

(c) involves the enclosure of a public place,

a hoarding or protective barrier must be erected between the work site and the public place. Such hoarding or barrier must be designed and erected in accordance with Council's *Local Approvals Policy* and WorkCover requirements/guidelines.

If necessary, an awning is to be erected, sufficient to prevent any substance from, or in connection with, the work falling into the public place.

The work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place.

The applicant is to provide drawings and details to Council's Building Surveyor for approval **prior** to such installation/erection.

17. Erosion and sediment control devices are to be installed and maintained to ensure that there is no increase in downstream levels of litter, vegetation debris or other water borne pollutants in accordance with Council's Development Control Plan 1/94 - Soil Erosion and Sedimentation.
18. The applicant or person having the benefit of this development consent must give at least two days notice prior to commencement of works to Council of the intention to commence works. This notice is to be given in accordance with form 7 of the Environmental Planning and Assessment Regulation 1998.
19. The applicant shall advise Council of the name, address and contract number of the principle certifier, in accordance with Section 81A 4(b) of the Environmental Planning and Assessment Act, 1997.
20. Approval in the form of stamped Construction Certificate plans is to be obtained from Sydney Water to verify that the development meets its requirements concerning the relationship of the development to any water mains, sewers or stormwater channel.
21. Sanitary accommodation shall be provided for workmen throughout the course of the building operations in accordance with the Local Government Act 1993 and the Environment Planning and Assessment Act.
22. In order to maintain the structural integrity of the building should the adjacent sewer main need to be excavated, the footings shall be designed and constructed in such a manner that their zone of influence shall fall a minimum of 900mm below the angle of repose taken from a point 600mm from the closest face of the adjacent sewer main. The angle of repose shall be assumed to be 1:1 (45 degrees) in undisturbed clay or similar material and 1:2 (30 degrees) from horizontal in sand or filled ground whether compacted or not. All supporting

piers adjacent to the sewer main shall contain appropriate starter bars cast in them for subsequent tying into the strip footing or perimeter beam. Design of the proposed footings system shall be certified by a structural engineer. The applicant shall accurately locate the position of the main prior to work commencing.

23. Separate application shall be made by a licensed drainer for permission to carry out work in relation to Council's sewer. The attached application shall be returned with the appropriate fee prior to the relevant work commencing.

During Construction

24. All building work must be carried out in accordance with provisions of the Building Code of Australia.
25. Inspections shall be carried out and compliance certificates issued by Council or an appropriately accredited person for the following components of construction:
- (a) piers;
 - (b) steel reinforcement;
 - (c) framework, after the installation of all plumbing, drainage and electrical fixtures, and after the external cladding and roof covering has been fixed prior to fixing of internal linings and insulation;
 - (d) wet area flashing, after the installation any bath and shower fixtures;
 - (e) external drainage lines, prior to backfilling;
 - (f) on completion of the structure.
26. Construction of site drainage shall be carried out in accordance with Council's Guidelines for Stormwater Drainage Requirements for Commercial, Industrial and Medium Density Developments.
27. Parking shall be provided on site for all vehicles associated with the development in accordance with Council's Regulations and Parking Policy. Parking spaces, accessways and aisles to conform to Council's Development Control Plan and to be constructed, drained, sealed and marked.
28. Exit/entrance points are to be clearly signposted and visible from both the street and site at all times.
29. The sewer line located under the proposed building is to be treated as follows:
- the line is to be excavated and inspected by Council staff
 - any damage is to be repaired
 - the pipeline is to be concrete encased in accordance with Council's sewer specification, from the existing sewer manhole to 600mm beyond the building
 - following completion of the building works the main is to be CCTV'd and video submitted to Council. Any damage revealed thereby is to be rectified

30. The footings and floor slab is to be pierced as necessary to ensure that no load is transmitted to the sewer pipeline and that the line can be re-excavated without damage to the building
31. A keyed removable section of floor shall be constructed over the length of the sewer line. An access width of 1.5 metres is to be provided.
32. All demolition, construction and associated work necessary for the carrying out of the development being restricted to between the hours of 7.00am and 6.00pm on Mondays to Fridays and between 8.00am and 4.00pm on Saturdays.
33. A sign is to be erected adjacent to the access point to the site for the duration of the site works stating the following:
 - (a) owner of site and address;
 - (b) person/company carrying out site works and phone number;
 - (c) consent number and date of approval; and
 - (d) approval duration of site works.
34. The building shall be set out by a Registered Surveyor and the Survey Certificate of the building shall be lodged with the Principal Certifying Authority upon completion of the footings and prior to the external wall construction proceeding above floor level.
35. All excavations and backfilling associated with the erection or demolition of a building must be executed safely and in accordance with appropriate professional standards. Such work is to be guarded and protected to prevent it from being dangerous to life or property.
36. In accordance with AS3660 frequent visual inspections shall be carried out to the building perimeter walls/floor, drainage penetrations and sub-floor physical ant cap shields (if applicable). Notification of the method of protection (visual inspection) shall be printed on durable material and securely fixed inside the meter box.
37. Emergency lighting shall be installed within the building in accordance with the requirements of Part E4 of the BCA.
38. During construction, at least one fire extinguisher to suit Class A, B and C fires and electrical fires shall be provided on each storey adjacent to each required exit, temporary stairway or exit in accordance with Part E1.9 of the BCA.
39. All doors providing egress from the building shall conform with the requirements of Part D2.19 and D2.20 of the BCA.

Prior to Issue of Occupation Certificate

40. Landscaping shall be completed in accordance with the approved landscaping plan and shall be maintained in perpetuity by the existing or future owners and occupiers of the property. In this respect an occupational certificate will not be granted on the application until the landscaping is complete.
41. Fire hose reel/s shall be installed within the building in accordance with the requirements of Part E1.4 of the BCA. The applicant shall submit to Council, prior to the occupation of the building, a **Fire Safety Certificate**, certifying that the installation complies with AS 1221 and AS 2441 (Separate details indicating the proposed location and linear hose capacity of each reel shall be submitted to and approved by Council prior to the installation thereof) and such installation shall be certified annually and a copy of the **Annual Fire Safety Certificate** delivered to Council.
42. Portable fire extinguisher/s containing an extinguishing agent suitable for the risk being protected shall be installed in accordance with AS 2444 E1.6 in the following locations:
- (a) beside exit doors
- Such fire extinguisher shall be certified upon installation and a FIRE SAFETY CERTIFICATE lodged with Council.
- (Locations shall be approved PRIOR to installation) and such fire extinguisher (access, location, pressure and suitability for the expected risk) shall be certified annually and a copy of the ANNUAL FIRE SAFETY CERTIFICATE delivered to Council.
43. Fire hydrants shall be installed in accordance with the requirements of Part E1.3 of the BCA. The applicant shall submit to the Principal Certifying Authority, prior to the occupation of the building, a **Fire Safety Certificate** certifying the installation complies with AS2419.1 (such location shall be approved PRIOR to installation) and such installation shall be certified annually and a copy of the **Annual Fire Safety Certificate** delivered to Council.
44. The following services are subject to the provisions of the Environmental Planning and Assessment Act (Section 80E and Section 80G) and shall be certified by the owner as complying within three months of the completion of the building or prior to the issue of an occupation certificate and be certified on an annual basis from the date of the original certificate.
- Portable fire extinguishers
 - Exit signs
 - Emergency lighting
 - Fire hydrant systems

Use of the Site

45. Development Consent shall be obtained for the use of the building prior to occupation taking place.

118: Urban Land Strategy (GT150/016 PT03/EVD/ENE23NBX.V06)

Mr Glen Falson, consultant representing a property owner, Mr Trevor Devine, Mr Earl Hughes, Mr Frank Scharffe, Mr David Donovan, representing Lindfield Arcade, Mr Benson, Mrs Norma Saunders, secretary of the Vineyard Action Group, and Mrs Marie Noble, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That a draft local environmental plan be prepared to finalise the zoning of the Urban Land Strategy Investigation areas being North Richmond, North Bligh Park, Vineyard, Pitt Town and Wilberforce, recognising that North Richmond and Wilberforce are only capable of urban expansion in the longer term.

119: Fast Track Development Approvals (GE020/29/EVD/ENE23NBX.V04)

COMMITTEE'S RECOMMENDATION

That the information be received.

120: Regional Transport Issues (GT240/002 PT3/EVD/ENE23NBX.V08)

COMMITTEE'S RECOMMENDATION

It is recommended that Council, via its Local Members, both Federal and State, and WSROC and TeamWest, approach the State and Federal Governments concerning the following issues:

1. Its support for the Western Sydney Orbital. Further, that Council express its strong preference for this to be toll free.
2. A request that rail corridors be preserved:
 - (a) between the Richmond line and the Castle Hill/Rouse Hill line at Mungerie Park;
and

(b) from St Marys to the Richmond line.

3. That the Richmond line be duplicated initially at least as far as Mulgrave and subsequently on to Windsor and Richmond and appropriate lands be set aside in the planning for the release areas in Blacktown and Hawkesbury.
4. Council support the preservation of Corridors of land in Metropolitan Sydney that can be used for future transport needs and for the preservation of Regional Open Space Network.

121: Olympic and Paralympic Games - Extended Trading Hours for Licensed Venues - 2 September to 29 October 2000 (GR030/056 PT5/EVD/ENE23NBX.V07)

Councillor Finch declared an interest as she is the Director of Kurrajong Cellars.

COMMITTEE'S RECOMMENDATION

That this matter be deferred to the Ordinary meeting.

ADDITIONAL INFORMATION

Following the General Purpose Committee meeting, discussions were held with the Local Area Police Commander and Licensing Officer and enquiries have also been made with surrounding councils.

Police Comment

The Hawkesbury Local Area Command opposes the application of extended trading hours during the period of the Olympics. The concerns are summarised as follows:

- During the period of the Olympics 40% of police officers stationed within the Hawkesbury will be seconded for duties related to the Olympics at Homebush and other Olympic venues. Although first response will be fully staffed and operational during this period the usual back-up by Highway Patrol officers may not be available;
- During the Olympics there will be an influx of temporary residents, many of whom will patronise licensed premises within the Hawkesbury. This has the potential to increase incidents of alcohol related crime;
- Alcohol related crime, e.g. violence, drink driving, public disturbance, property damage, are more difficult to resolve and require more resources compared to other crimes;
- There is limited or no public transport within the Hawkesbury available after hours. This contributes to the incidence of drink driving and road trauma. It is noted that there have been five fatal road accidents within the Hawkesbury so far this year and at least one third of

those accidents can be attributed to alcohol;

- Alcohol related problems are currently generally under control within the Hawkesbury. There is concern that the combination of additional trading hours, reduced police resources, and additional temporary residents has the potential to present major problems; and
- There is ample opportunity with existing clubs and hotels at Windsor, Richmond and North Richmond where there are a number of premises which provide extended licensing hours.

Response by Other Councils

The table below provides the responses from other adjoining councils in respect to the extensions of trading hours:

Council	Comment
Penrith City Council	Raised no objections to the extended hours subject to: • Extension including only establishments in the Penrith and St Marys CBD areas and other hotels not adjacent to residential areas. • Employment of additional full time security on the premises and to carry out a regular patrol of the immediate area to the satisfaction of the Local Area Commander. If these requirements can not be imposed Council will not support the extension.
Blacktown City Council	No approval to the blanket extension of the trading hours. Individual premises can apply to the Licensing Court for the extension and Council would as part of the notification process for the extension would consider the request on a merits basis.
Baulkham Hills Shire Council	The matter will be reported to the Council meeting to be held on 6 June, 2000.
Blue Mountains City Council	The Council has not responded but would be unlikely to support the extension of hours.

Application by Tourmaline Hotel-Motel

An application has been received for 24 hour trading during the Olympics from the licensee of the Tourmaline Hotel, Cnr Windsor and Boundary Roads, Vineyard. The applicant cites the following reasons in support:

- *The Motel and adjoining Gateway Motel (common ownership) are fully booked out by Sportsworld Entertainment International.*
- *Sportsworld have requested entertainment from 10.30pm to 3.00am designed to give overseas visitors (our guests) a venue without having them to go in to Sydney and maybe getting lost.*
- *Sportsworld requires a hot breakfast daily for overseas guests, which we could provide in the Nosebag Bistro.*
- *Avina Caravan Park have advised me they have 1500 guests for the period.*
- *The hotel is currently licensed to 3.00am.*
- *The Hotel is a member of the Hawkesbury Liquor Accord.*
- *Staff are all accredited with Responsible Service Certificates.*
- *The hotel enjoys good relations with neighbours.*
- *We provide a courtesy bus service for patrons and will extend the hours for the period."*

Recommendation

That:

1. Council determine its position on extended trading hours for licensed premises during the Olympics.
2. Council determine the request from the Tourmaline Hotel-Motel.

122: Western Sydney Environment Week (GE020/076/EVD/ENE23NBX.V05)

COMMITTEE'S RECOMMENDATION

That the information be received

123: Zoning Information - Area Bounded by Brabyn, Macquarie, Mileham and Forbes Streets (GC280/005 PT03/EVD/ENE23NBX.V09)

COMMITTEE'S RECOMMENDATION

That Council recognise the need for further investigation into the zoning of the land bounded by Macquarie Street, Brabyn Street, Mileham Street and Day Street, and that the matter be included for consideration in the 2001/2002 Management Plan.

Supplementary Reports

124: Proposed Commercial Building - 70 Macquarie Street, Windsor (MA 0161/00/EVD/ENE23LBX.V10)

This matter was dealt with in conjunction with Item 117 of the Environment Section of the Business Paper.

SECTION 2 - INFRASTRUCTURE

43: Provision of Skating Facilities in the Hawkesbury District (GR030/011/ENG/INE23NBX.E02)

The Committee exercising its delegation as Council

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

That

1. Council support in principle be given to the need for the provision of a series of skating facilities throughout the Hawkesbury; and
2. A general community consultation be undertaken in relation to the development of a skate facility in the North Richmond area.

44: South Creek Second Road Crossing - Flood Evacuation Route (GR110/006 Pt1/ENG/INE23NBX.E01)

Mrs Vale Males, representing Mrs Olga Wilcox, objector, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That the information be received.

Supplementary Reports

- 45: Roads and Traffic Authority REPAIR Program - King Road Rehabilitation**
(GG021/114 Pt5/ENG/INE23LBX.E03)

COMMITTEE'S RECOMMENDATION

That the \$80,000 (eighty thousand dollars) offered under the REPAIR Program for rehabilitation works in King Road, Wilberforce be accepted and the previously identified projects in Curtis Road, Mulgrave (\$24,500 [twenty four thousand five hundred dollars]) and Hermitage Road, Kurrajong (\$62,217 [sixty two thousand two hundred and seventeen dollars]) be re-allocated as Council's contribution towards the works.

SECTION 3 - ORGANISATION AND RESOURCES

- 79: Monthly Financial Report - April 2000** (GF011/005/FNC/OGE23NAX.F02)

COMMITTEE'S RECOMMENDATION

That the information be received.

- 80: Documents for Execution Under Seal** (GC200/002 PT05/CSV/OGE23NBX.C01)

The Committee, exercising its delegation as Council

- 548 **RESOLVED** on the motion of Councillor Finch seconded by Councillor Rasmussen

That Seal of Council be affixed to the Deed of Funding Agreement with the Department of Transport for Hawkesbury Community Transport Service Community Transport Project.

- 81: Hawkesbury Mini Olympics Family Fun Day** (GC030/028/CSV/OGE23NBX.C03)

COMMITTEE'S RECOMMENDATION

That Council support the "Hawkesbury Mini Olympics Family Fun day" as part of its Active Australia Day Program of events by contributing \$1,200 (one thousand two hundred dollars) to purchase medals from the Recreation Budget and by providing an in kind donation to the value of \$1,700 (one thousand seven hundred dollars) from the Donations budget.

QUESTIONS WITHOUT NOTICE:

1. Councillor Paine referred to correspondence from Mr Ken Pullen in relation to a meeting to be held between the Mayor and residents of Yarramundi. She enquired when this meeting was to be held.

The Mayor advised that he had contacted Mr Pullen and the meeting will be held on Thursday 25 May, 2000.

2. Councillor Paine enquired what was happening with the hospital site in regards to the art gallery.

The General Manager advised that this would be reported to the Ordinary meeting recommending the formation of a group to take forward the works. He further advised that plans and specifications were being prepared for the funds available this year for restoration and that tenders would be called in the near future.

Councillor Paine enquired if Council was going ahead with the art gallery.

The General Manager advised that Council had not committed itself to anything on this site apart from the building which is currently being prepared and the restoration of the building in accordance with heritage funding.

Councillor Paine enquired if the outcome of this report could be that Council commit to an art gallery.

The Mayor advised that this could be the case.

3. Councillor Paine referred to a booklet titled "Guidelines - Cultural Grants 2001 and Capital Infrastructure Programs". She advised that it listed grants available in the regional arts infrastructure category. She enquired if Council went through this booklet and applied for the relevant art gallery grants.

The General Manager advised that this was where the \$30,000 grant had come from. He further advised that he would have staff go through the booklet and check that all relevant grants had been applied for.

4. Councillor Paine enquired what the status of the HACC building was.

The General Manager advised that it was due for completion towards the end of June. He advised that some external works would have to be undertaken by Council making it ready for occupation some time in July.

Councillor Paine referred to an e-mail she had received in relation to problems with the landscaping. She enquired if works were going according to original plans or if there had been changes.

The General Manager advised that he had been on site with the Director of Asset Services & Recreation and the builder last week and that he was unaware of any problems in relation to this.

5. Councillor Paine referred to correspondence from Mrs Robinson of Wilberforce regarding concerns relating to the condition of the pound. She enquired if changes which had been implemented at the pound were within the Regulations and if the dogs were being kept in the wet.

The General Manager advised that this matter was raised during recent inclement weather. He advised that temporary covering had been installed to weather proof the area and that funds had been included in this year's building budget to further extend the facilities. He further advised that the facilities complied with and would be better than the current requirements.

6. Councillor Paine referred to a facsimile from Natalie Hull from North Richmond in regard to issues at the North Richmond Child Care Centre. She advised that she had attended a site meeting and enquired what the current status was of issues which were to be dealt with and requested that these matters be followed up.

The Director of Asset Services & Recreation advised he had attended a meeting with Natalie Hull and Councillor Calvert. He advised that funds were currently available to provide internal toilets and that the external toilets would be locked and converted to a storage area. He advised that specifications were being drawn and quotes would be sought for the provision of work which would include decking and a ramp.

7. Councillor Davies enquired if it was possible to receive a detailed list of Section 94 contributions that Council held in relation to areas and the types of facilities that these funds could be used for.

The Mayor advised that this would be done.

8. Councillor Davies advised that the Group Captains of the Rural Fire Service had indicated a desire to be part of the interviewing committee for the Fire Control Officer. He enquired if a decision had been made in relation to allowing the Group Captains input into the selection of a new Fire Control Officer.

The General Manager advised that the RFS were involved on the committee and have gone through and short listed the applications. He advised that, in the past, there had never been membership from the RFA and that RFA members had commented on current applicants for the position.

Councillor Davies enquired when a decision would be made.

The General Manager advised that this decision would be made on Monday 29 May, 2000.

9. Councillor Williams enquired if Council could initiate an environmental auditing program for industries similar to Blacktown City Council and requested a report to the next GPC.

The General Manager advised that this would be provided however it would require a considerable amount of work and would not be available by the next GPC.

10. Councillor Williams referred to the March/April River Post by the Hawkesbury Nepean Catchment Management Trust. He advised that it detailed a \$400 million sewerage upgrade program and advised that little of these funds had been spent within the Hawkesbury. He enquired if Council had done enough to receive funding.

The General Manager advised that this was a previous program and the funds had mainly been provided through Sydney Water developer Section 94 contributions.

11. Councillor Sheather referred to the National Heritage magazine provided to Councillors. He requested that the Hawkesbury area become more involved in this as we are currently not mentioned.

The Mayor advised that this would be investigated.

12. Councillor Sheather referred to recent debate in relation to a request by Councillor Paine for funding for roads. He requested that in future Councillors be advised of any funds which have not been expended.

The Mayor advised that all Councillors would be advised once the information was available.

13. Councillor Sheather enquired if Council had received an application for a chicken farm on Single Ridge Road.

The Director of Environment & Development advised that an application had not been received but that he would keep Councillor Sheather informed.

14. Councillor Sheather referred to telephone calls in relation to Hollands Car Park and possible future uses. He enquired if there was anything currently before Council and requested that Councillors be kept informed.

The General Manager advised that discussions had been held with a developer regarding proposals, however, there were no applications at this stage but that he would keep Councillors informed.

15. Councillor Sheather referred to "Fat Albert" and requested that rejuvenation works be undertaken before the Olympics.

The Mayor advised that this would be done.

16. Councillor Rasmussen enquired if Council were proposing to make a donation to the Pollie Peddlers fund.

The Mayor advised that the Pollie Peddlers were raising funds for the Paralympic Games and that Council was supporting the attendance of these games by acquiring 500 tickets for the community.

Councillor Rasmussen enquired if Council was aware of their arrival in our City as he was the only Councillor who attended.

The General Manager advised that he and the Mayor had been advised and invited to attend the University function.

17. Councillor Rasmussen enquired if Council had sent a letter to the Department of Defence relating to being a member of the steering committee for the economic impact study and requested a copy.

The Mayor advised that this would be done.

18. Councillor Rasmussen enquired if Council was proposing to have any representation on the newly formed National Trust branch in the Hawkesbury.

The Mayor advised that this was not a Council organisation and that it was a community organisation. He advised that he would be attending the first public meeting to be held on Wednesday.

Councillor Rasmussen enquired what level of support Council were proposing.

The Mayor advised that this was not Council policy and that it was a branch of the National Trust.

19. Councillor Rasmussen enquired if Council had been approached by the Flying Doctor Service in regard to access to the RAAF Base.

The General Manager advised that Council had not been approached at this time.

20. Councillor Finch advised that the last train leaving from Richmond on a Friday and Saturday nights left at 11.40pm which caused problems for people attending the movies. She enquired if Council could make representation to have a later train leave from Richmond on these nights to alleviate this problem.

The General Manager advised that Council had written and asked about this issue on a number of occasion and that the possibility of a night bus service being provided had been discussed. He advised that he would follow up this matter and advise Councillor Finch.

ORDINARY - 13 June 2000

General Purpose Committee - 23 May 2000

Organisation and Resources

21. Councillor Finch referred to the state of the Lachlan Shopping Centre and enquired if this area could be cleaned up.

The General Manager advised that this would be investigated.

22. Councillor Finch requested an update on the lattice work being put around the toilets at the Colo War Memorial.

The Director of Asset Services & Recreation advised that a response was being prepared and Councillors would be informed.

23. Councillor Finch referred to a telephone conversation with Mr Mike Jennings in relation to the power lines on his property on Browns Road. She advised that the power lines were meshing with trees and that Integral Energy had advised that it was Council's problem. She enquired where Council stood on this issue.

The General Manager advised that Council do not own any power lines and that private lines were the responsibility of the land owner and public lines were the responsibility of Integral Energy.

The Mayor advised that Council had given an approval for Integral Energy to clear under power lines.

24. Councillor Finch tabled correspondence relating to the condition of roads in Lower Central Macdonald and requested this be investigated.

The Mayor advised that this would be done.

25. Councillor Gilling advised that building rubble had been dumped on Packer Road and requested that this be cleared. Councillor Gilling also advised that this road had deteriorated since recent wet weather and requested that it be repaired.

The Mayor advised that this would be investigated.

26. Councillor Gilling advised that she had lodged a request on 25 February, 2000 in relation to the naming of the "Bridge to Nowhere" at Lower Portland and enquired what was happening with this.

The Mayor advised that this information would be provided.

27. Councillor Gilling requested details in relation to subdivisions in Cedar Ridge Road and Teale Place.

The Mayor advised that this would be done.

28. Councillor Gilling advised that she had been informed that the State Government receive \$180,000 per annum for tourism and inquired if this was correct.

The General Manager advised that Tourism Hawkesbury receive small grants with the maximum ever received being approximately \$10,000.

29. Councillor Gilling enquired how much rent Council received from the cafe at Clarendon.

The General Manager advised that it was \$1 per year with the remainder of the rent going to Tourism Hawkesbury.

Councillor Gilling enquired how much this was.

The General Manager advised that this was a matter between Tourism Hawkesbury and the Lessee.

30. Councillor Gilling enquired how much the Tourism Hawkesbury office was worth as a rental proposition on the open market.

The General Manager advised that five years ago Council were receiving between \$25,000-30,000.

Councillor Gilling enquired if it would be worth less today.

The General Manager advised that this would not be the case as it was the same floor space with good exposure.

31. Councillor Gilling enquired how much rent was obtained from the Black Stump per annum.

The General Manager advised that it would be in the order of \$60,000-70,000 per annum.

32. Councillor Gilling enquired if the Black Stump building was originally built from a Tourism Grant.

The General Manager advised that it was a contribution and the building costs had been approximately \$600,000-700,000 and that there was a part grant from the State in the order of \$130,000.

33. Councillor Gilling enquired if the Chamber of Commerce had a Council representative on its Board and if not why?

The General Manager advised that they were a separately incorporated body and had not requested a Council representative as was the case with such bodies as the Lions Club and Rotary.

Councillor Gilling enquired if Council funded these bodies.

The General Manager advised that Council did not fund these bodies.

Councillor Gilling advised that Council funded Tourism Hawkesbury and that Council had a representative there.

The General Manager advised that this was the case as Council had created Tourism Hawkesbury.

Councillor Gilling advised that Council funded the Chamber of Commerce and enquired why there was no Council representative there.

The General Manager advised that this was a matter for Council to resolve.

34. Councillor Gilling enquired why Chamber of Commerce minutes were not reported to Council.

The General Manager advised that they were not an organisation directly involved with the Council up until last year when Council had provided funding.

35. Councillor Gilling referred to the bottom of Speedwell Place in front on the Toy Factory. She advised that this was poorly lit which was causing security problems. She enquired if anything could be done in relation to this.

The General Manager advised that Council had a policy of not providing lighting apart for traffic safety in industrial areas. He advised that the owner could install a night light at the front of his building.

36. Councillor Williams requested that a date be set for the site visit to The Ponds.

The Mayor advised that this would be discussed informally after the meeting.

37. Councillor Paine advised that she had been approached by Patricia Richardson who is a member of the Access Committee in relation to Franklins underneath parking near the access ramp. She advised that these spaces could not be utilised and requested that this be investigated.

The Mayor advised that this would be done.

38. Councillor Gilling referred to an e-mail she had sent to all Councillors in relation to workshops on DCP's and Rates & Levies. She enquired if these workshops could be arranged.

The Mayor advised that this was a resolution of Council and that the workshops would be arranged.

ORDINARY - 13 June 2000

General Purpose Committee - 23 May 2000

Organisation and Resources

The meeting terminated at 1.30pm.

Submitted to and confirmed at the meeting of the General Purpose Committee held on 27 June, 2000.

.....
Mayor



ordinary

4
section

reports
for determination

ITEM: 188 **Communications Tower - Warks Hill Road, Kurrajong**

FILE NUMBER: GF008/001 PT27/CSV/ORF13NBX.C25

REPORT:

A request has been received from Hawkesbury Radio Communication Co-operative Society Ltd (2VTRFM) seeking a donation towards the costs associated with the Warks Hill Road Transmission Tower, Kurrajong.

Council has supported this donation in the past as the local radio station has a significant role in providing emergency management advice and its location as this site allows the station to transmit across the Hawkesbury City Local Government area.

It is understood that Council was substantially committed when the station was established in assisting, organising, housing and the provision of some equipment. Funding for this donation is included in the 1999/2000 budget.

Council, on 11 May, 1999 resolved:

"That in 1998/99 Council provide 2VTR-FM with a donation of \$1,600 (one thousand six hundred dollars). Further that it be indicated that the Council would favourably consider providing this amount each year based on the circumstances at the time with an indexation equivalent to the cost of electricity or the Consumer Price Index whichever is the larger."

As the increase in price of electricity has been less than CPI, using a CPI figure of 2% (based on Sydney Prices 1998/1999) the donation for this year would be \$1,632.00.

RECOMMENDATION:

That Council provide Hawkesbury Radio Communication Co-operative Society Ltd with a donation of \$1,632.00 (one thousand six hundred and thirty two dollars) towards costs associated with operating the transmission tower at Warks Hill Road, Kurrajong. Funding for this donation is to be provided from Section 356 Expenditure.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 188 Oooo

ITEM: 189 **Bligh Park Joint Venture - Classification of Five Residue Lots to be Acquired**

FILE NUMBER: GT130/001 PT17/CSV/ORF13NBX.C09

PREVIOUS ITEM: 77, GPC Section 3 - Organisation & Resources (02.05.2000)

REPORT:

Council resolved on 9 May 2000 to acquire five residue lots within the Bligh Park Estate upon the termination of the Joint Venture. As the lots have been identified as having development potential if the Bligh Park North residential development proposal proceeds, it is considered appropriate that the lots be classified as 'operational' rather than 'community' land.

Under the Local Government Act Council owned land must be classified as either "community" or "operational" land. Land classified as community land is generally land intended for public use and Council is restricted from dealing with the land by sale or lease. Operational land has no special restrictions placed on it and Council may deal with it by sale or lease.

It is a requirement of the Act that the public be notified of the intended classification. Accordingly, it is proposed to undertake the required public consultation by way of advertising for submissions.

RECOMMENDATION:

That:

1. Public notification be undertaken; and
2. Upon acquisition Lots 9146, 9156, 9157, 9164 in DP 843382 and Lot 9073 in DP 844502 be classified as operational land.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 189 Oooo

ITEM: 190 **Sale of Lane - Corner George Street, Woods Road and Bradley Road, South Windsor**

FILE NUMBER: GC285/28 PT02/CSV/ORF13NBX.C03

REPORT:

The Property Development Strategy identified vacant land at the corner of George Street, Woods Road and Bradley Road at South Windsor as surplus to needs and recommended that the site be sold.

Council supported the recommendation and the subsequent sale of the property once the necessary road closures were effected and boundary adjustments made to improve access for the two adjoining properties. To achieve the highest and best yield for the balance of the site, a three lot subdivision has been initiated following advice from consultant valuers, KD Wood and Associates, and local agents. The valuers and local agents have also indicated that the three lots, each having an area of approximately 558msq, would be expected to sell at auction for prices ranging from \$105,000-120,000. However, given the limited supply of vacant residential land within the Hawkesbury area at present, sale prices may exceed expectations at auction.

Expressions of interest were also invited from local agents to market and auction the property on Council's behalf and proposals were received from Wilkinson's Real Estate Agencies, Century 21, and Paull's - First National Real Estate. Following an analysis of the submissions received and consideration of the marketing strategies proposed, sale costs and commissions sought, the proposal from Wilkinson's Real Estate Agencies is supported.

The auction marketing schedule is approximately six (6) weeks and a reserve will need to be set just prior to the auction and at a time when the degree of interest in the property will be clearer. As was the case with the recent auction of 128 Francis Street, Richmond, it is proposed that the Mayor and General Manager be authorised to set the reserve price based on valuation advice, prior to the auction date.

RECOMMENDATION:

That Council sell the lots to be known as Lots 1, 2 and 3 Woods Road, by public auction, with Wilkinson's Real Estate Agents appointed to market and auction the property on Council's behalf. Further, that the Mayor and General Manager be given authority to set the reserve price based on valuation advice prior to the auction date and subject to the properties being sold at auction, the Seal of Council be affixed to the sale documentation.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 190 Oooo

ITEM: 191 Documents for Execution Under Seal**FILE NUMBER:** GC283/084, P1910/0070, GC283/104/CSV/ORF13NBX.C05**REPORT:**

Land Lease
GC283/084

Assignment of Lease of 32 Pitt Street, Windsor (Lot 1, DP770404) from Mr John Tebbutt to Mr Keith Kennedy of President Turf Supplies.

Mr Kennedy currently leases the property at 72 Pitt Street (Lot X in DP162477 and Lots A & B in DP162553) from Council.

The total rent received for both properties is currently \$412.00 per month. It is proposed that the four lots be leased to Mr Kennedy for a total of \$420 per month (\$5,040 per annum) commencing 1 July, 2000. The total area leased is approximately 16 hectares.

The lessee shall be responsible for the payment of all services used and/or metered on the site.

Transfer of Agreement
P1910/0070

Transfer of existing agreement over Council land at Lot 31 in DP 203876, being 30 Bellbird Ave, Kurrajong Heights from Mr and Mrs Shuhmacher to Ms T Booth due to the sale of their property at 15 Stanley Ave, Kurrajong Heights. The agreement allows the location of a pump adjacent to Wheeney Creek to provide water to their property for domestic purposes.

The agreement is provided subject to a licence being provided by the Department of Land and Water Conservation for the domestic use.

Residential Tenancy Agreement
GC283/104

New Residential Tenancy Agreement between Council and Mr Richard Charles Kajewski for 6 John Tebbutt Place, Richmond. The property is a three (3) bedroom villa. The term of the lease is six (6) months at a rental of \$220.00 per week.

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 191 Oooo

ITEM: 192 **Proposed Leasing of 20 Bosworth Street, Richmond**

FILE NUMBER: GC283/097 PT02/CSV/ORF13NBX.C10

REPORT:

A submission has been received from Paul Delkou of Hawkesbury Motor World for the re-leasing of the Council property at 20 Bosworth Street, Richmond. The site was originally acquired in 1984, together with the adjoining property No. 22 Bosworth Street for the provision of additional off-street car parking in Richmond. Since acquisition of the properties, there has not been sufficient demand to warrant the construction of the car park hence the leasing of No. 22 Bosworth Street to the Womens Cottage and No. 20 Bosworth Street which was previously leased for a number of years to Hawkesbury Motor World. The site has an area of approximately 650m² and is currently zoned Business Special 3(b).

It is proposed to again lease the property to Hawkesbury Motor World on a year by year basis and with either party required to give ninety (90) days notice to terminate the agreement. The commencing rental is proposed to be \$120 (one hundred and twenty dollars) per week, subject to review to the Consumer Price Index for Sydney on an annual basis and the lessee would also be responsible for Council and water rates and charges. It is noted that the Council rates and charges in respect of the site for the current financial year amount to \$1,093 (one thousand and ninety three dollars).

It is considered that as the property is not required for any other uses in the short to medium term it would be prudent to lease the property and secure a return on the site as well as ensuring it is maintained in an appropriate condition.

RECOMMENDATION:

That an agreement be entered into with Paul Delkou of Hawkesbury Motor World for the leasing of No. 20 Bosworth Street, Richmond subject to the terms and conditions outlined in this report. Further, that the Seal of Council be affixed to any necessary documentation.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 192 Oooo

ITEM: 193 **Request for Donation - Coping with Grief Package**

FILE NUMBER: GF008/001 PT 22/CSV/ORF13NBX.C17

REPORT:

Council has received a request from Pastor Carl Moses from Volunteering in Policing for a financial donation for printing towards the publication of a "Coping with Grief" package.

A team of educators is currently putting together the material to produce a package of information for people dealing with sudden deaths. The package includes practical information on coping and assists in helping people understand the grief process. These packages will be given out in incidents involving sudden deaths, from various causes including natural causes, motor vehicle and boat accidents and suicides.

The basic package will include:

Coping with Grief by Mal McKissock, *What to Do When Someone Dies* from Centrelink, *Coping with Grief* - a general brochure/summary, *Helping Children Cope With Grief* - a brochure for parents and care givers, *The Next Step* - a listing of support groups, further reading and local agencies. Additional material will be included depending upon the circumstances, eg. suicide, death of a baby, death of a child, multiple tragedies.

The "Coping with Grief Package" is supported by Windsor RSL which has contributed \$500.00 to cover the purchase of one of the books; Centrelink has provided copies of its booklet *What to Do When Someone Dies*; Hawkesbury Christian Centre has given administration support and employee time to the project, as has UWS Hawkesbury with several of its lecturers working on the package. Hawkesbury Local Area Commander of NSW Police has also given his support to this community project which will serve to support those in the area who are in crisis.

Mr Rod Downing of Total Image Presentations, a member of Rotary Club of Hawkesbury is providing discounted printing and it is with this aspect that Hawkesbury City Council is being asked to contribute towards the initiative. Council has been asked to contribute \$790 for the printed presentation folders and \$520 towards printing of two of the inserts for the first 500 packages. Centrelink is being approached to meet the cost of other inserts.

It is proposed that Council offer to meet the cost of the folders at \$790 and offer to print inserts on Council's printing facilities as an in kind donation.

Pastor Moses recognises that the Council's contribution will be a single donation to assist the project in materialising rather than an ongoing financial commitment. Acknowledgement of Council's involvement would be made on the package cover.

RECOMMENDATION:

That Hawkesbury City Council support the production of the package "Coping With Grief" by donating the cost of printing folders being \$790 (seven hundred and ninety dollars) and further that Council offer to print two of the inserts for 500 (five hundred) packages as an in kind donation. Both expenses to be met from the 2000/2001 donations budget.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 193 Oooo

ITEM: 194 **Section 94 Contributions Plan Update**

FILE NUMBER: GT200/001 PT08/FNC/ORF13NBX.F08

PREVIOUS ITEM: 141, Ordinary (14.03.2000)

REPORT:

Council at its Ordinary meeting of 14 March, 2000 resolved to exhibit the reviewed Section 94 Contributions Plan.

The draft Section 94 Contributions Plan was placed on public exhibition from 5 April, 2000 to 5 May, 2000 inclusive.

No submissions were received as a result of the exhibition. It is recommended therefore that the plan be adopted.

RECOMMENDATION:

That:

1. The reviewed Section 94 Contributions Plan reviewed dated April 2000 be adopted.
2. Hawkesbury City Council give public notification of its decision to approve its Section 94 Contributions Plan in accordance with the Environmental Planning and Assessment Act, 1979.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 194 Oooo

ITEM: 195 Exemption from Rating**FILE NUMBER:** P1908/0004 PT04/FNC/ORF13NBX.F06**REPORT:**

An application has been received from the Guide Dog Association of New South Wales and ACT requesting exemption from rating for the property known as 16 Jordan Avenue, Glossodia (Lot 1 DP617415), rate assessment number 3.14374.30000.

The subject property is now used as a guide dog housing and training facility. It was officially opened on 8 March 2000.

The Guide Dog Association is recognised as a Public Benevolent Institution. Accordingly it satisfies the requirements of the Local Government Act, 1993 in respect to rates exemption.

"S.556 The following land is exempt from all rates, other than water supply special rates and sewerage special 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 purposes of the institution or charity;"

It is proposed that exemption from rating be granted from the 8 March 2000 being the date that the facility was officially opened. The rates for 1999/2000 totalled \$1,453.54 (one thousand, four hundred and fifty three dollars and fifty four cents). The proportion to be abandoned for the 1999/2000 rating year amounts to \$456.74 (four hundred and fifty six dollars and seventy four cents).

RECOMMENDATION:

That:

1. The Guide Dog Association of New South Wales and ACT be granted exemption from rating for the guide dog housing and training facility located at 16 Jordan Avenue, Glossodia from 8 March 2000.
2. An amount of \$456.74 (four hundred and fifty six dollars and seventy four cents) be written off in respect of the rates for the period 8 March 2000 to 30 June 2000.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 195 Oooo

ITEM: 196 **Tenders for the Hire of Plant**

FILE NUMBER: GT020/357Pt4&Pt5/ENG/ORF13NBX.E14

REPORT:

Tenders for the Hire of Plant on a comprehensive basis for the period 1 July 2000 to 30 June 2002, closed at 2pm on 24 May 2000.

A total of 40 tenders were received for the supply of various items of plant. Tenders have been listed in order of price within respective plant categories.

The selection of plant from the Schedule list is based on price, availability and performance.

A copy of the Schedule is available for perusal by interested Councillors.

RECOMMENDATION:

That the Schedule list for the hire of plant on a comprehensive basis for the period 1 July 2000 to 30 June 2001 be received.

ATTACHMENTS:

There are no supporting documents for this report.

Oooo END OF ITEM 196 Oooo

ITEM: 197 **Bridge, Lower Portland -- Naming Proposal**

FILE NUMBER: GB010/001 PT 04/ENG/ORF13NBX.E16

REPORT:

Representations have been received for naming of the bridge spanning the Colo River and linking West Portland Road and Greens Road, Lower Portland “The Bridge To Nowhere”.

No historical data exists to support this name which appears to be a colloquial name applied by the local community and would appear to have been in use for approximately thirty (30) years.

Prior to construction of this bridge, an un-named ferry service operated across the Colo River at this location; whilst initial major costs were incurred by the then Colo Shire Council, long term continuing accumulated savings were achieved by Council through discontinuance of a full time ferry service; bridge approaches were constructed by Colo Shire Council with the bridge structure completed by the Public Works Department in 1969.

A plaque attached to the bridge, unveiled by The Hon. Davis Hughes, MLA, Minister for Public Works on 2 August, 1969, commemorates the completion of the bridge across the Colo River at Lower Portland; the plaque does not specify a name.

In addressing allocation of a name to this bridge, the following is submitted for consideration:

- (1) the “Bridge To Nowhere” does not provide any distinct link within or between the local area, contrary to general guidelines laid down by the Geographical Names Board in relation to naming proposals;
- (2) the “Lower Portland Bridge” would be indicative of the location of the bridge;
- (3) the “Greens Road Bridge” would provide a directional link between the southern and northern sides of the Colo River, however, the bridge does connect West Portland Road to Greens Road and there is another bridge on West Portland Road;
- (4) the “Lower Colo Bridge” would be indicative of the location in terms of the Colo River.

It would be appropriate that as part of the process of naming the bridge, an informative tablet be erected outlining the history of the bridge including the local nomenclature.

RECOMMENDATION:

That:

- 1 The names “Lower Portland Bridge, “Lower Colo Bridge”, and the “Greens Road Bridge” be forwarded to the Hawkesbury Historical Society for comment and/or suggestion;
- 2 In conjunction with the naming of the bridge, an informative tablet be erected outlining the history of the bridge and include the local nomenclature.

ATTACHMENTS:

There are no supporting documents for this report.

Oooo END OF ITEM 197 Oooo

ITEM: 198 **Metropolitan Greenspace Grant Program**

FILE NUMBER: GG021/127/ENG/ORF13NBX.E24

REPORT:

The Metropolitan Greenspace Program, funded by the Department of Urban Affairs and Planning, aims to assist councils plan and develop regionally significant open space areas to enable the public to use them more effectively. Council has been successful in gaining grant funding from this program for park improvement projects over the last few years, including Howe Park Stages 1 & 2, Macquarie Park Stage 2, and Half Moon Farm toilets.

For the current available round of funding, it is proposed to submit an application to continue the development of the reserve on the east bank of South Creek, adjacent to Windsor Road, at McGraths Hill. This reserve is part of the McGraths Hill STP redevelopment project and has been the site of a large scale rehabilitation project over the last 4 years. Approximately 15,000 trees have been planted on site to assist in the rehabilitation of the riverbank and improve the visual amenity of the entrance to Windsor. The application includes the construction of a walking trail along the top of the bank linking to the footway over South Creek Bridge.

Funds have been approved under the 1999/2000 Park Improvement Program to continue this rehabilitation for the next financial year. It is proposed to seek funds from the Greenspace Program to begin the development of recreational facilities on the site. These facilities would include a pathway, fencing, and minor landscaping. The grant requires dollar-for-dollar contribution by Council. This contribution will be covered by the approved Park Improvement funding.

Greenspace Funding	\$20 000
Park Improvement Program	\$20 000
Project Total	\$40 000

RECOMMENDATION:

That Council supports the application submitted under the Metropolitan Greenspace Program for further improvements to the reserve on the East Bank of South Creek.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 198 Oooo

ITEM: 199 **Supply and Installation of Standby Emergency Power Supply, Power Factor Correction System, Un-interruptible Power Supply for Computer Area and Electrical Surge Protection**

FILE NUMBER: GT020/383 PT01/ENG/ORF13NBX.E21

REPORT:

Tenders for the supply and installation of standby emergency power supply, power factor correction system, un-interruptible power supply for the computer area and electrical surge protection closed on Wednesday, 17 May, 2000. The emergency power supply will enable continued use of communications and computers including power supply to selected areas within the building providing service to the public. The power factor correction system evens out power consumption thus attracting cheaper power rates and the electrical surge protection will safeguard computers and other equipment from spikes through the power system. Tenders were called on the basis of the supply of a 20kVA generator or 40kVA unit. A total of five tenders have been submitted and are listed below based on the 20kVA generator unit:

EP&T Pty Ltd.	\$88,995
Heyday Ltd.	\$95,304
Kilpatrick Green Pty. Ltd..	\$99,027
David Power Electrical.	\$98,684
AGL Energy Sales and Marketing Limited..	\$112,574

A late tender from Siemens has not been considered.

The tenders have been evaluated on the basis of their conformity to the specifications issued. The 40kVA option has been recommended as advice received indicates that this size unit is more suitable to Council requirements.

Tenderer	40kVA Price	60dBA canopy	Bund to exclude rain	Remote Faults indicators	Total Tender Price
EP&T	\$102,709	included	included	included	\$102,709
David Power Electrical	\$99,784	not included	\$3,400	included	\$103,184
Heyday Group	\$109,185	not included	included	included	\$109,185
Kilpatrick Green	\$111,2667	included	\$6,435	\$6,435	\$124,137
AGL	\$112,574	included	\$7,605	\$1,040	\$121,219

The lowest total tender in the amount of \$102,709 was submitted by EP&T Pty Ltd 57 Whiting Street Artarmon for the supply and installation of standby 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 with practical completion within 10 Weeks of the acceptance of the tender.

The supplied reference checks have supported the company and their company credentials are substantiated. Discussions with Mr Peter Nobbs of EP&T Pty Ltd indicated that the total project is included within the tender price.

The contractor's experience in the execution of work similar to this contract has been investigated, references supplied include Oracle Corporation, Advance Energy and Lend Lease.

The estimated project costs are:

Site safety	\$250
Contract Documentation	\$240
Documentation Printing	\$80
Electrical Engineering Report	\$1,000
Supply and installation	\$102,709
Contract Administration	\$3,605
Electrical modification to power and lighting circuits in administration building ...	\$24,200
Walkways and hand-rails to WorkCover requirements	\$3,500
Contingencies	\$4,096
Total cost	\$139,680

Funding sources:

Building Capital Improvement	\$74,680
Administration Building Maintenance 1999/2000	\$55,000
Energy Management	\$10,000
Total funds for project	\$139,680

The tender of EP&T Pty Ltd has included an Occupational Health and Safety System which is a requirement of the specification.

RECOMMENDATION:

That the Tender of EP&T Pty Ltd 57 Whiting Street Artarmon for the supply and installation of standby 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 in the sum of \$102,709.00 (one hundred and two thousand seven hundred nine dollars), be accepted and the necessary documents be executed under Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

Oooo END OF ITEM 199 Oooo

ORDINARY**Meeting Date: 13 June, 2000****Item: 200****ITEM: 200****Tender for the Provision of Gatehouse Management Services at the Waste Depot - Tender 72000****FILE NUMBER:**

GT020/380 Pt1/ENG/ORF13NBX.E07

REPORT:

Tenders for the provision of Gatehouse Management Services at the South Windsor Waste Depot for a five (5) year contract period, closed at 2.30pm on 4 May 2000.

The management of the gatehouse facility generally comprises:

- opening and closing of the site
- site security
- inspecting loads
- controlling and operating the weighbridge
- collecting and banking tipping fees
- provide reports on tonnage etc

Four tenders have been received and are listed as follows:

	Security Guard Services SGS Pty Ltd	ECS* International Security & Investigations	D & H Services	HCC
Gatehouse Management Services	\$80,000/annum	\$87,400/annum	\$149,448/annum	\$205,000/annum
Hourly Rate for variations to opening hours if additional hours required by Council	\$23.50/hr M-F \$28.50/hr SAT \$35.00/hr SUN \$42.00/hr AH	\$26/hr	\$38/hr	\$44/hr
Rate to provide after hours security to site	As above or \$40/unit	\$26/hr or \$45/visit	\$38/hr or \$100/visit	- or \$88/visit
<i>All prices are inclusive of GST</i>				

*Akbar Enterprises Pty Ltd trading as ECS International Security & Investigations

The two lowest tenders

- Security Guard Services SGS Pty Ltd - \$80,000
- ECS - \$87,400

are both considered capable of fulfilling the security component of the contract, however, SGS Pty Ltd does not have an Occupational Health and Safety Plan which is an essential part of this contract. Having regard to the risks involved ie hazardous wastes, numerous traffic movements etc, it is considered in Council's best interest to award the contract to a company with a well-established Occupation Health and Safety Plan to minimise its exposure to possible future claims resulting from injury.

RECOMMENDATION:

That:

- 1 The tender in the amount of \$87,400 (eighty seven thousand, four hundred dollars) plus a \$26 (twenty six dollar) hourly rate, received from ECS Pty Ltd for the provision of Management Services for the South Windsor Waste Depot Gatehouse be accepted.
- 2 The seal of Council be affixed to necessary contract documents.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 200 Oooo

ITEM: 201 **Provision of Waste Depot Management Services - Tender No. 62000**

FILE NUMBER: GT20/379 PT1/ENG/ORF13NBX.E15

REPORT:

Tenders for the provision of Waste Depot Management Services at South Windsor closed at 2.30pm on 5 May 2000.

The lump sum contract is for a five year term and provides for:

- Managing all facets of the Waste Depot operations;
- Directing customers to the correct tipping area;
- Ensuring tipping areas are suitably sign posted;
- Maintaining tip surrounds including landscape maintenance, litter and vermin control;
- Maintenance and backfilling of disposal cell;
- Maintaining the recycling facility; and
- Ensuring all waste deposited in the disposal cell is compacted and covered in an appropriate fashion.

Tenderers have been made aware:

"that there is currently a proposal to construct a new Pre-treatment Facility at the Waste Depot site. The commissioning of this facility will significantly impact on Waste Depot operations. For this reason Council, within the terms of the Contract, at its sole discretion, will either renegotiate the Contract or terminate the Contract if and when the new facility is commissioned."

Seven tenders have been received and are listed in ascending order as follows:

	Management Services \$ Per Annum	Out of Hours Security \$ Per Visit
Thiess	622,869	40
M J & M D Skinner	690,865	-
D & M Hughes Civil Engineering Pty Ltd	728,377	250
Hawkesbury City Council	752,000	-
Kevin Bailey Holdings Pty Ltd	873,600	250
Jac-88-Trading	998,000	45
Brandown Pty Ltd	1,213,000	50

The lowest tender in the sum of \$622,869 has been received from Thiess. This company has 19 years experience in this field and has the necessary expertise and capacity to fulfill the requirements of this contract.

RECOMMENDATION:

That:

1. The tender in the sum of \$622,869 (six hundred and twenty two thousand eight hundred and sixty nine dollars) per annum received from Thiess for the provision of Management Services at South Windsor Waste Depot be accepted.
2. Council's Seal be affixed to necessary documentation.

ATTACHMENTS:

There are no supporting documents for this report.

Oooo END OF ITEM 201 Oooo

ITEM: 202 **Open Area Test Site - 714 Upper Colo Road, Upper Colo - Appeal Against Refusal of Development Application**

FILE NUMBER: DA0090/98/ENV/ORF13NBX.V18

PREVIOUS ITEM: 73, GPC Section 1 - Environment (29.02.2000)

PREVIOUS ITEM: 184, Ordinary (09.05.2000)

REPORT:

Introduction

A Development Application was lodged by Australian Defence Industries (ADI) in 1998 for the use of the property for an open area test site for electro-magnetic energy emissions. Council refused the application on 14 March 2000 and an Appeal was subsequently lodged in the Land & Environment Court by the applicant. The hearing is listed for 16, 17 & 18 August 2000.

A Consultant Town Planner was engaged to defend the appeal. He has now advised that he is unable to support Council's case. Accordingly, the purpose of this report is to provide Council with an opportunity to reconsider its position in this matter.

Background

On 14 March 2000 Council resolved to refuse the application for the following reasons:

- "1. *The proposal is inconsistent with the objectives of the Environmental Protection (Scenic) 7(d) zone.*
2. *The proposed (proposal) is not in keeping with the character of the surrounding area or surrounding landuses.*
3. *The test site will detract from the scenic quality of the area.*
4. *The testing of devices, including spark ignited engine driven devices, has the potential to generate noise emissions which will significantly impact upon surrounding residents and the amenity of the area.*
5. *The application has not provided sufficient justification as to the need for the facility on the subject property and has not adequately considered joint use of an existing facility at 1247 Upper Colo Road, Upper Colo.*
6. *The proposal is not in the public interest."*

Advice from Consultant Planner

Gary Shields & Associates Pty Ltd were engaged to provide expert evidence in support of Council's defence of the Appeal. Unfortunately, they are unable to support Council's case and advise as follows:

"In accordance with your instructions, we have inspected the subject site, perused the documentation and considered the plans relating to the proposal. We have also inspected the similar EMC Technologies facility and observed it in operation. The application was accompanied by sketch plans, a site survey and text describing open area test sites (OATS).

The application has a long history and has been considered by Council on a number of occasions. The question of its permissibility has also been the subject of legal advice and subsequently Court proceedings which concluded that the proposed development is permissible with consent. We note there has been only 3 objections received in relation to the proposed development. One of these was from a competitor located a considerable distance from the facility. Neither of the resident objectors would appear able to view the proposed facility and it certainly would not adversely affect their views or outlook.

We note that the major issues as raised by the objectors are concerns about electro-magnetic interference, concerns about the types of goods to be tested and visual degradation of the area. Council obtained independent advice from Dr John Hunter of the CSIRO relating to the electro-magnetic radiation impacts. Based on that advice, the objectors' concerns in relation to those issues appear unfounded and Dr Hunter has recommended conditions to further reduce any potential impact. From our review of all of the material and the Council Officer's reports, the proposal seemed to generally satisfy Council's standards. Council Officers conclude that the issues raised by objectors do not warrant the refusal of the application and accordingly recommended approval. Our independent assessment of the application concurs with the conclusions reached by Council Officers."

Conclusion

The original recommendation to the General Purpose Committee for approval was based on legal advice about permissibility and technical advice about the possible impacts of the development. In view of the advice now received from Gary Shields & Associates Pty Ltd, it may be appropriate for Council to reconsider its position in relation to defending the appeal.

RECOMMENDATION:

That Council consider its position in the defence of the Appeal against the refusal of the Development Application.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 202 Oooo

ITEM: 203 **Hawkesbury Heritage Study Review Project - Approval of Consultant's Brief**

FILE NUMBER: GH020/041 PT05/EVD/ORF13NBX.V22

REPORT:

Council has received advice from the NSW Heritage Office that the consultant's brief for the Hawkesbury Heritage Study Review Project has been approved subject to a number of minor amendments.

The general aims of the project are to identify the location and assess the importance of heritage items and conservation areas within the Hawkesbury area and provide development and management recommendations that will ensure the conservation and preservation of heritage items within the City and selected study areas.

The project has a budget of \$40,000 over a two year period and is being jointly funded by Council and the NSW Heritage Office. As part of the funding agreement with the NSW Heritage Office their approval of the brief was required. Council has allocated \$10,000 in the 1999/2000 and \$10,000 in the 2000/2001 budget to undertake the project.

The Heritage Advisory Committee has reviewed the amended brief and has agreed with the proposed changes.

A copy of the revised consultant's brief is attached to this report.

RECOMMENDATION:

That:

1. Council adopt the consultant's brief for the Hawkesbury Heritage Study Review Project.
2. Council call for tenders for this project

ATTACHMENTS:

AT-1 Hawkesbury Heritage Study Review Project

HAWKESBURY HERITAGE STUDY REVIEW PROJECT

1 BACKGROUND

The Hawkesbury City Council area covers an area of 2,793 square kilometres and is recognised as one of the most historic and one of the most picturesque areas in Australia.

The Hawkesbury area was one of the earliest settled by Europeans after Governor Phillip's arrival in 1788. Governor Phillip explored the Hawkesbury River in 1789 and a small group of farmers settled the area in 1794. From this time on the Hawkesbury began to play a major role in the growth and development of the colony.

A rich tapestry of historic buildings and places can be found in the Hawkesbury area. These include churches, hotels, grand private homes, modest cottages, schools, hospitals, court houses, commercial buildings, parks, bridges, ferries, farms and barns, and aboriginal relics. Hawkesbury Local Environmental Plan 1989 lists approximately 520 heritage items.

In 1987 Hawkesbury City Council commissioned a heritage study of the local government area. A structural history was prepared by Helen Proudfoot as well as an inventory of approximately 480 items. This inventory was based substantially upon the *Heritage Study of the North Western Sector of Sydney*, NSW Department of Environment and Planning. The inventory, however, was not completed.

A primary aim of the present Review is to update the inventory sheets for listed items in accordance with the State Heritage Inventory (SHI) database software. Other aims of the Review are to identify additional items of heritage significance, enter data into the SHI database software for these items and make practical recommendations for the conservation and management of all listed items.

2 CONSULTANT SUMMARY

The Hawkesbury Heritage Study Review Project has been given a high priority and has funding to be completed by June 2002. The anticipated starting date for the project is ***** 2000.

In general terms the Review should establish the historical context of the Hawkesbury area in the form of a thematic history and identify, assess and list items of heritage significance within the Hawkesbury Local Government Area.

The focus of the heritage study will be on areas, sites, buildings, structures, gardens and cultural landscapes within the urban areas of the City plus selected rural areas as recommended by the Steering Committee. Inventory sheets will be required for identified items in the rural areas.

3 STUDY AREA

For this project the study area will be the Hawkesbury Local Government Area as shown in Appendix 1. For the purposes of “Section 2 Consultant Summary” the urban areas of the City are Windsor, Richmond, Agnes Banks/Yarramundi, Clarendon, Freemans Reach, Glossodia, Kurrajong Village, Kurrajong Heights Village, McGraths Hill, Mulgrave/Vineyard, North Richmond, Pitt Town, and Wilberforce.

4 STUDY PURPOSE

The purpose of the study is to:

- a. Identify and analyse the environmental heritage of the Hawkesbury City Council Local Government Area.
- b. Make practical recommendations for its conservation and management.

Assessment procedures and conservation recommendations should conform with the principles of the Australia ICOMOS Charter for the Conservation of Places of Cultural Significance (the Revised Burra Charter) and its Guidelines (1999), the guideline documents of the NSW Heritage Manual published by the NSW Heritage Office and Department of Urban Affairs and Planning, 1996 and Criteria for Listing on the State Heritage Register published in the Government gazette No. 51 (23 April 1999).

5 AIMS AND OBJECTIVES

The *aims and objectives* of the Hawkesbury Heritage Study Review Project are to:

Aim 1: *Identify the location and assess the importance of heritage items and conservation areas within the Hawkesbury City Council area:*

- Objectives:**
- i. Produce a map identifying the location of heritage items and conservation areas. Note Council staff will assist in the production of the map based on Council’s existing maps and property system.
 - ii. Describe and identify the types of heritage items and conservation areas and their relative significance. Descriptions of items should include the identification of a curtilage for each item.
 - iii. Provide an accessible inventory of information on heritage items and conservation areas using the State Heritage Inventory database software.

Aim 2: *Provide development and management recommendations that will ensure the conservation and preservation of heritage items within the City and selected study areas.*

- Objectives:**
- i. Recommend changes to HLEP 1989 that will ensure the conservation and preservation of heritage items and conservation areas. Such changes should reflect changes to the NSW Heritage Act, NSW planning legislation and the NSW Heritage Office's Model LEP Provisions.
 - ii. Provide specific advice and recommendations about other incentives and controls that will ensure the conservation and preservation of heritage items within the City.

6 CONSULTANTS TASKS

The tasks of the consultant team will be to satisfy the purpose, aims, and objectives detailed above. The consultants submitting for the tender will be expected to detail their proposed tasks in the form of a methodology. This will form one fundamental criterion used to select the consultant team who will undertake the strategy. In finalising the contract, refining the methodology may be necessary for Council and the successful consultant so that it meets Council's expectations. As an indication, some tasks the successful consultant team will be expected to undertake will include, but not be limited to, the following:

6.1 Community Liaison

Community liaison will include as a minimum:

- 6.1.1 notifications of the study and its progress (e.g. with rate notices or through flyers);
- 6.1.2 media releases throughout the study that include contacts' names, so that the community can volunteer information; and
- 6.1.3 at least two community workshops, one at the beginning of project and one towards the finalisation of the inventory.

The council will notify, arrange and publicise the meetings and bear all costs (other than consultant time) associated with these tasks. The consultant team will be expected to attend and run the workshops within the overall project budget.

6.2 Historical Context Report

The consultant team will:

- 6.2.1 analyse the history and historical geography of the study area to identify the historical framework of development in the area to create a document of about 7,000 - 10,000 words using Council's Local Studies Collection and Helen Proudfoot's Structural History as basic references;

- 6.2.2 research and produce copies of historical maps and plans illustrating the settlement and growth of the study area at regular intervals, preferably at least a decade apart. Note: A large collection of maps of Windsor and Richmond has been collected by members of the Heritage Advisory Committee but other maps, particularly of the rural areas, will need to be assembled;
- 6.2.3 provide a list of sites, landscapes and potential evidence of the history and themes with assistance from the Steering Committee to be investigated during the field survey;
- 6.2.4 prepare a bibliography of primary and secondary documentary sources.

6.3 Field Work and Survey Plan

The consultant team will:

- 6.3.1 prepare a field work plan for the study area, including a description of the survey method. The field work plan should consider the physical environment, historical development pattern, settlement densities and the list of sites identified in 6.2.3. Note: All aspects of significance should be considered ie, historical, social, aesthetic and technological/scientific.

6.4 Field Work and Survey

The consultant team will:

- 6.4.1 consistent with the agreed field work plan, undertake a field survey of evidence of the development of the area, identifying potential items of heritage significance by:
- examining and reviewing previously identified heritage items in lists such as Hawkesbury Heritage Study 1987, Schedule 1 of Hawkesbury Local Environmental Plan 1989, Register of the National Estate, National Trust Register, RAI A Register of 20th Century Buildings, NSW State Heritage Register, Heritage Study of the North Western Sector of Sydney, Sydney Regional Environmental Plan No.20, Draft Colonial Landscapes of the Cumberland Plain & Camden NSW (National Trust), Archaeological Management Plan, Richmond NSW (Edward Higginbotham) and items nominated by the Steering Committee;
 - investigating the physical evidence of the identified historical themes and sub themes of the study area, using as a guide the documentary evidence assembled and identified in the historical context report;
 - consulting with the project historian to ensure cross referencing of research; and
 - identifying other potential items in the field;

- 6.4.2 provide a relational database of each item using the State Heritage Inventory database software (NB: this database is to include a list to Council's GIS.)
- 6.4.3 prepare maps using Council's GIS locating each item of heritage significance in the study area and identify an appropriate curtilage based on heritage significance. Note: Council staff will assist in the preparation of maps.

A Council vehicle will be available for field work.

6.5 Analysis and Final Inventory

The consultant team will:

- 6.5.1 examine the draft historical framework prepared in 6.2 and revise it where necessary in the light of physical evidence surveyed in the field work stage;
- 6.5.2 undertake any site specific or comparative research needed to verify or establish the heritage significance of items;
- 6.5.3 assess the heritage significance of the potential items identified in the preliminary inventory, using the Burra Charter and its Guidelines and the NSW Heritage Office's "Heritage Assessment" Guidelines in the NSW Heritage Manual;
- 6.5.4 prepare a statement of the heritage significance for each item as well as the study area as a whole within local and State contexts using the NSW Heritage Manual;
- 6.5.5 prepare a final inventory of heritage items using the State Heritage Inventory software database;
- 6.5.6 provide the final database in both hard copy and electronic forms to Hawkesbury City Council and the NSW Heritage Office.

6.6 Planning and Management Recommendations

The consultant team will:

- 6.6.1 examine planning controls, council policies and development pressures affecting items of heritage significance;
- 6.6.2 identify conservation and development constraints and opportunities and any potential heritage items under immediate threat;
- 6.6.3 recommend aims, objectives, policies and strategies, both statutory and non-statutory, to conserve the environmental heritage of the study area and recommend ways to resolve conflicts;

- 6.6.4 participate in two seminars arranged by the Council with councillors, planning officers and other staff to discuss the implications and implementation of the Heritage Study Review;
- 6.6.5 consistent with the community liaison program participate in public seminars to discuss the planning and management recommendations;
- 6.6.6 recommend ongoing methods for assessing and managing potential heritage items not identified in the Heritage Study Review;
- 6.6.7 recommend ongoing strategies and criteria for including and removing heritage items in environmental planning instruments other than through the Heritage Study Review process.

7. ASSISTANCE OFFERED BY HAWKESBURY CITY COUNCIL

The Project Steering Committee and Council staff will provide the following assistance to the project team:

- 7.1.1 in consultation with the project team, plan and undertake community liaison programs by:
 - identifying key community groups and methods of consultation
 - preparing a community liaison strategy
 - preparing media releases and other literature for circulation
 - organising exhibitions and community consultation meetings
 - coordinating and analysing community responses
- 7.1.2 provide support services such as use of a digital camera, photocopying and a Council vehicle for field work use;
- 7.1.3 accommodate and administer the State Heritage Inventory database software and training to the consultant team provided by the NSW Heritage Office;
- 7.1.4 research and provide contemporary map documents, including parish maps, and land information data. (Historic maps are still to be researched by the Project Team)

8. PROJECT STEERING COMMITTEE

The project steering committee will consist of Mr Malcolm Ryan, Director of Environment and Development; Mr Robert Montgomery, Manager Building and Development, Mr Philip Pleffer, Senior Town Planner; Ms Jyoti Somerville, Heritage Advisor, representatives from Council's the Heritage Advisory Committee and representatives of the NSW Heritage Office.

9. FEE PROPOSAL

A lump sum of \$40,000 is available for this project. No additional fees will be paid without the prior approval of Council. In this respect detailed costing should be provided as part of any submission demonstrating that the project has been properly budgeted. The budget proposal is to be outlined in the response to the brief or Fee Proposal/Tender brief with each component separately costed. Failure to detail the budget could result in your submission not being accepted. Fees are to be based on a scales of charges by recognised professional organisations.

Payment for the project will be on an incremental basis and will be made after the satisfactory completion of each agreed stage. Each payment will be made up of a percentage of the total fee that is based on the relative workload of each stage. Twenty percent will be held by Council for final payment to ensure the satisfactory completion of the project.

10. PROJECT TEAM

The project is to be undertaken by a consultant team comprising the principal consultant (responsible for negotiations between the team and Council/Steering Committee), and other professionals including a professional historian, heritage architect, heritage planner and archaeologist, and other relevant specialists as required.

Team members will regularly consult with each other throughout the project; including during the identification / investigation, assessment and policy development.

11. PRESENTATION

The final presentation for the public is considered a very important component of the project. In this respect material will be required for the exhibition of the Heritage Study Review. The Council will be responsible for mounting the exhibition. The tender submission should detail what graphic and artistic tools will be used and what material will be provided for the exhibition.

The document including thematic history, planning and management recommendations is to be presented to Council on a floppy disk on Word 2000 compatible software.

The final written document is to be provided to Council in a structure consistent with the word processing format used for Council documents. The consultant is to provide two bound copies and one unbound copy of the final report including inventory sheets and the master copy of the State Heritage inventory database software and data and images.

12. SUBMISSIONS

Tenders for the project should include a submission that details the following:

1. a brief description of the consultant's understanding of the issues involved;

2. a draft methodology that details how the project aims and objectives and the tasks identified in section 6 of this brief will be carried out and including an indicative contents page for the project;
3. the lump sum fee broken down to show costs for major components of the project;
4. details of relevant projects previously undertaken by the consultants;
5. a work program giving completion dates for each component of the project, when a draft copy of the report will be made available allowing time for review, and due regard to the June 2002 completion date for the final report and inventory;
6. details of each individual involved in the project, their relevant expertise and what components they will be responsible for;
7. details of any services, data or other material and expertise required to be supplied by Council or other relevant public authority;
8. a statement detailing the consultant's ability to provide the following insurance requirements:
 - Public Liability - \$5 million.
 - Workers Compensation.
9. details of what Occupational Health and Safety procedures the consultant's team has in place

13. SUBMISSION ASSESSMENT

Submissions will be assessed on the following criteria:

- Understanding of issues involved
- Study methodology
- Experience and expertise of the project team
- Value for money ie fee estimate in relation to quality and content of output
- Ability to complete the project within the specified time frame

14. SUBMISSION DEADLINE

Submissions should be received by Council no later than 4 pm *****, endorsed as follows:

Hawkesbury Heritage Study Review Project
General Manager
Hawkesbury City Council
PO Box 146
WINDSOR NSW 2756

ORDINARY

Meeting Date: 13 June, 2000

Item: 203

All enquiries regarding this brief should be directed to Mr Robert Montgomery, Manager Building and Development or Mr Philip Pleffer, Senior Town Planner, Hawkesbury City Council on (02) 4560 4544.

oooO END OF ITEM 203 Oooo

ITEM: 204 **"The Grove" - Lot 32 DP753828 No. 718 Webbs Creek Road,
Wisemans Ferry - Appeal Against Refusal of Development
Application**

FILE NUMBER: M439/98/EVD/ORF13NBX.V13

PREVIOUS ITEM: 153, Ordinary (14.03.2000)

PREVIOUS ITEM: 91, GPC Section 1 - Environment (30.03.1999)

REPORT:

Introduction

An appeal against Council's refusal of an application in April 1999 to use the property as a recreation establishment comprising educational workshops and camping ground is listed for hearing in the Land & Environment Court on 12, 13 and 14 July 2000. Experts engaged by Council have examined issues relating to noise disturbance and effluent disposal. Discussions have been held with the applicant re mediation and possible settlement. The purpose of this report is to provide Council with relevant information concerning the development proposal and to recommend a position for mediation in the Court.

Background

On 9 September 1997, Council refused a Development Application for a camping ground and amenities building on the subject land. The application was to accommodate twenty people. On 8 September 1998, an Appeal was lodged with the Land & Environment Court. On 15 January 1999, mediation was held at the Land & Environment Court. At the conclusion of the mediation, parties agreed to a Deferred Commencement Consent for a maximum of fifteen people on the camping area and six tents and six cars in the car parking area. On 12 February 1999, the Court issued Consent Orders consistent with the terms of the mediation.

Prior to lodgement of the application, determined in 1997, complaints had been received at various times concerning unauthorised gatherings of large numbers of people camping on the property. No complaints of such activities have been received since the matter was resolved in the Court.

Current Application

The current Development Application seeks approval for two types of events as follows:

- "1. *Educational workshops on environmental and personal development catering for a maximum of 20 (twenty) fee paying participants. The workshops would run for 3-4 days and would be held regularly*
2. *Private social events restricted to relatives and personal friends. Six of these events are proposed annually as follows:*

- (a) *Three occasions for three days attended by a maximum of 75 (seventy five) people;*
- (b) *Two occasions for three days attended by a maximum of 120 (one hundred and twenty) people; and*
- (c) *One occasion for four days attended by a maximum of 120 (one hundred and twenty) people.*

It was proposed that people attending the activities would camp on the property and a number of structures were to be constructed including a kitchen block, shower and toilet block and car parking area."

A copy of the General Purpose Committee Report dated 30 March 1999, which includes full assessment, is attached to this report.

Proposed Mediation

Discussions have been held with the applicant on a Without Prejudice basis as to mediation for possible Consent Orders for approval to run educational workshops only. The applicant has indicated that they would be prepared to mediate on this basis. Reports from Council's experts, in preparing for the Appeal, indicate that the main source of concern in relation to effluent disposal and noise disturbance are related to the larger events.

Discussions with the applicant reveal that the educational workshops are attended by paying customers and the activities are programmed and controlled. Conversely, activities for the larger social events are not programmed and this, combined with the number of people attending, has the greatest potential for disturbance.

It would also appear that the majority of objections received in response to this application are based on the larger, uncontrolled activities.

Conclusion

It is considered that an appropriate way to resolve this Appeal is to ask the Court for mediation. It is considered appropriate for Council to take the position that it may be prepared to agree to Consent Orders for educational workshops on environmental and personal development for a maximum of twenty fee paying participants only, subject to conditions including:

- An appropriate night time curfew on noise and activities.
- Camping being allowed on the property for a maximum of twenty people at any time.
- Appropriate effluent disposal system in place.
- Improvements to access and car parking on the property.
- Limitation on the length and number of workshops per year.

RECOMMENDATION:

That:

1. Council request the Court to mediate in this matter.
2. The objectors be invited to the mediation.

ATTACHMENTS:

AT1 General Purpose Committee Report dated 30 March 1999.

AT2 Locality Plan.

REPORT

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ORDINARY

Meeting Date: 13 June, 2000

Item: 204

MAP

oooO END OF ITEM 204 Oooo



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ITEM: 205 **Aboriginal Land Claim - Parish of Meehan, County of Cumberland**

FILE NUMBER: GA010/007 Pt.1/GMA/ORF13NCX.G19

REPORT:

The Minister for Land and Water Conservation has now finalised an Aboriginal land claim for lands in the Parish of Meehan in the locality of the eastern end of Blaxland's Ridge Road, Packer Road and Singleton Road between Roberts Creek and the Colo River.

Parts of the original claim have not been agreed on the basis that the areas of land were:-

- Not claimable Crown Land as the land was not vested in Her Majesty
- Not claimable Crown Land as the land comprised parts of public roads
- Not claimable Crown Land as they comprised Crown Roads which may not be lawfully sold or leased under the Crown Lands Act
- Not claimable Crown Land as it comprised special lease for the purpose of agriculture, pig farming and grazing
- Not claimable Crown Land as it was lawfully used under a permissive occupancy for transmission line purpose
- Not claimable Crown Land as it was lawfully occupied by Hawkesbury City Council as a Trust Manager and used for public recreation
- A number of areas were not claimable Crown Land as they were needed for an essential public purpose, being a roadway

The Aboriginal Land Council has the right to appeal the decision on these particular matters to the Land and Environment Court within a period of sixty days. The remainder of the land claimed has been granted. Plans indicating the various areas will be available to the meeting.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 205 Oooo

ORDINARY**Meeting Date: 13 June, 2000****Item: 206****ITEM: 206** **Reports requested by Council - Status as at 13 June, 2000****FILE NUMBER:** GC280/005 PT03/CSV/ORF13NCX.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
9/5/2000	Blaxlands Ridge Ponds DED / GM	A comprehensive report incorporating all previous options and costs.	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

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 206 Oooo

ORDINARY

Meeting Date: 13 June, 2000

Item: 207

ITEM: 207 **Sale of 128 Francis Street, Richmond**

FILE NUMBER: GC283/162/CSV/ORF13NCX.C04

PREVIOUS ITEM: 140, Ordinary (14.03.2000)

REPORT:

Council, at its March meeting, resolved to sell No. 128 Francis Street, Richmond by public auction, with Bennett Real Estate appointed to market the sale of the property on Council's behalf.

It is noted that the auction of the property took place on Saturday 13 May, 2000, with a reserve price of \$220,000 (two hundred and twenty thousand dollars) established by the Mayor and General Manager based on valuation advice prior to the auction. As a result of the auction, Mr Cyril and Mrs Mary Caldelis of Glenhaven successfully bid \$221,000 (two hundred and twenty one thousand dollars) for the purchase of the property and the matter is now proceeding towards settlement.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 207 Oooo

ITEM: 208 **Appeal Against Refusal of a Development Application for the Establishment of a Brothel at 15A Walker Street, South Windsor**

FILE NUMBER: M1614/99/EVD/ORF13NCX.V12

PREVIOUS ITEM: 72, GPC Section 1 - Environment (29.02.2000)

REPORT:

Council will recall that a Development Application for a Brothel was refused under Delegated Authority on 2 November 1999 based on the premise that the development fell within the definition of "Commercial Premises" and was therefore prohibited within the 4(A) General Industrial Zone. The applicant appealed the refusal and a preliminary point of law was determined by the Court in favour of the applicant, ie that a Brothel is permissible with consent in the 4(A) Zone.

On 29 February 2000 the General Purpose Committee considered a full report on the merits of the proposal, including thirteen submissions received objecting to the development. Council resolved at the Ordinary Meeting on 14 March 2000 that:

- "1. Council instruct its Solicitor to defend the Merits Appeal.*
- 2. Council review Hawkesbury Development Control Plan - Brothels."*

The appeal was heard in the Land & Environment Court before Commissioner Hoffman on 29 and 30 May 2000. The judgement was delivered on 31 May 2000, with the appeal dismissed in favour of Council. The critical factor in this decision was the imminent gazettal of Hawkesbury Draft Local Environmental Plan, Amendment No. 110 which, amongst other things, adopts the model provisions definition of Commercial Premises. This means that upon gazettal of the draft LEP, Brothels will no longer be permissible in Industrial Zones.

The Development Control Plan is currently under review and a report will be presented to the General Purpose Committee for consideration as soon as possible.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 208 Oooo

ITEM: 209 **Draft Environmental Planning and Assessment Regulation 2000**

FILE NUMBER: GE020/029 PT05/EVD/ORF13NCX.V11

REPORT:

Introduction

This report provides a brief overview of the Draft Environmental Planning and Assessment Regulation. The Draft Regulation is on exhibition until 16 June, 2000.

Background

Under the Subordinate Legislation Act 1989 the current Environmental Planning and Assessment Regulation 1994 was due for automatic repeal on 1 September, 1999. (Subordinate Legislation Act limits all regulations as to 5 years only to allow for a regular review of the various State legislations.) The Department of Urban Affairs and Planning (DUAP) sought a one year postponement until September, 2000 to allow users of the development assessment system to adjust to the changes to the Environmental Planning and Assessment Act and Regulation that occurred in July 1998.

DUAP has convened a number of focus groups from all stakeholders to help identify strengths and weaknesses of the 1994 regulations and proposed areas where alternatives to the use of regulations could be considered.

Objectives of the Review

The objectives of DUAP's review process have been to:

- improve the efficiency of the planning system by removing outdated regulations;
- avoid prescription where an alternative approach would be more effective;
- regulate for certainty and consistency in implementing the Act; and
- ensure the Regulations maintain the public accountability of the planning and development system.

Details of the Changes

The main areas of change in the Regulations are:

- LEP's and DCP's;
- Section 94 Contributions Plans;
- DA procedures;
- Prescribed Conditions;
- Certification of Development;
- Accreditation (bodies and building components); and
- Schedules.

The following table outlines the main changes to the Regulation:

Overview of Main Changes

LEP's and DCP's	• Less prescription on notifying decision to the Department to prepare draft LEP. • Council not required to give the Director General a copy of the draft LEP prior to exhibiting the draft plan. • Deletion of requirement to give the Director General a copy of certified DCP.
Section 94 Plans	• Councils to have regard to the latest Department S94 manual and any practice notes. • 5 year sunset provision. • Minor amending plans do not require public exhibition (i.e. CPI increases).
DA Procedures <i>General</i> <i>Public Participation</i> <i>Stop the Clock</i>	• Approval rather than prescribed forms. • Designated integrated DA's lodged with Council/Consent authority only. • Assessment authorities (including councils) have 25 days to request additional information (with the benefit of "Stop the Clock"). • 14 days "safety net" for Consent Authorities to refer DA's (integrated development). • 14 days to reject incomplete DA's for integrated development. • No "other advertised development" category in the draft Regulation. • If development is not designated, state significant advertised or nominated, integrated, consent authority may set notification procedures in DCP. • Similar approach for application for modification consent. The "Stop the Clock" provisions are used: • Additional information request. • Referrals to concurrent authority or approval body. • Request for additional information from one assessment agency. • If one assessment agency "stops the clock" the clock stops for all agencies involved. • Clocks start 2 days after additional information is provided.
Prescribed Conditions	• Compliance with BCA prescribed conditions. • 1994 Regulations on health, safety requirements during construction/demolition to be replaced with practice notices.

Certification of Development	• Timeframe deleted for additional information requests on Construction Certificates and Subdivision Certificates. • Separation of prescribed matters for inspection by NSW Fire Brigades.
Accreditation	• Certifiers to keep records on projects which they issue Pt 4A certificates or complying development certificates. • Accreditation bodies to have sole responsibility for supplying the public with details of accredited certifiers. • National accreditation system replaces State accreditation. • Certificates issued under National scheme have same standing as certificates issued under the State scheme.
Schedules <i>Section 149 Certificates</i> <i>Penalty Notices</i>	• Consolidation and streamlining of items. • Deletion of specific items (minimum land size for dwellings, demolition, specifications of SEPP's, REP's) • Broadening of item on policies on hazard risk restrictions. • Matters arising from Contaminated Land Management Act 1997 listed as item. • Broader range of penalty notices. • Imposition of fines a practical and economic way of enforcement. • Increased range of penalty notices

Conclusion

The review of the current Regulations was required so a critical appraisal of the operation of the procedural elements of the planning system in NSW could be completed especially with the July 1998 changes.

The Draft Regulation has sought to reduce the need for prescription of the process while still providing the need for certainty and consistency in the planning system as well as protecting the public interest. WSROC is to make a joint submission following discussion with Council planning staff. It is considered that there is no need for a separate formal submission from Council to DUAP.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 209 Oooo

ITEM: 210 **Lot 2 DP789508 (No. 3075) Bells Line of Road and Lot 10 DP39306
Powell Road, Bilpin - Appeal to the Land & Environment Court**

FILE NUMBER: M1767/99/EVD/ORF13NCX.V20

PREVIOUS ITEM: 94, GPC Section 1 - Environment (28.03.2000)

PREVIOUS ITEM: 107, GPC Section 1 - Environment (02.05.2000)

REPORT:

At the Ordinary Meeting of 9 May 2000, Council resolved to refuse an application for Staged Development for a Boarding House and Tourist Accommodation and a sign at the property for the following reasons:

- "1. The proposed development is inconsistent with the objectives of the 7(d) zone.*
- 2. The proposed development is inconsistent with the aims of SREP20.*
- 3. The access is unsuitable for the proposed development.*
- 4. The location of the proposed accommodation buildings is inappropriate in that the amenity of residents of the adjoining properties will be adversely impacted."*

A Class 1 Appeal was served on Council on 6 June 2000, with the matter listed for callover on 23 June 2000. Solicitors, Abbott Tout, have been instructed to defend the Appeal and appropriate expert witness will be engaged to provide evidence on behalf of Council.

RECOMMENDATION:

That the information be noted.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 210 Oooo



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ORDINARY MEETING
Reports of Committees

WSROC Limited - Board Meeting No. 1, 2000 - 11 February 2000

**MINUTES OF THE MEETING HELD AT 8.00 PM ON
11/2/00 FRIDAY 11TH FEBRUARY, 2000, AT NIRIMBA ROOM, (5TH FLOOR),
BLACKTOWN CITY COUNCIL**

PRESENT:

Clr Chris Bowen	President (Fairfield Council)
Clr Margaret Ferrara	Baulkham Hills Council
Clr Daniel Mackin	Blacktown Council
Clr Ronald Alder	Blacktown Council
Clr Mark Greenhill	Blue Mountains Council
Clr Jeff Egan	Blue Mountains council
Clr Albert Mooshi	Fairfield Council
Clr Barry Calvert	Hawkesbury Council
Clr Ken Morrisey	Holroyd Council
Clr Mark Pigram	Holroyd Council
Clr Wendy Waller	Liverpool Council
Clr Tony Issa	Parramatta Council
Clr Claire O'Neill	Penrith Council
Clr Cathy O'Toole	Penrith Council

Mr David Mead	Baulkham Hills Council
Mr Ian Reynolds	Blacktown Council
Mr Steve Driscoll	Blacktown Council
Mr Robert Greenwood	Blue Mountains Council
Mr Alan Young	Fairfield Council
Mr Dennis Trezise	Holroyd Council
Mr Vladimir Grepl	Liverpool Council
Mr Terry Barnes	Parramatta Council
Mr Gerry Allen	Parramatta Council
Mr Bruce McDonald	Penrith Council
Mr Mark Andrews	Penrith Council
Mr Felix Klose	Penrith Council
Mr Alex Gooding	WSROC
Ms Katrina Wotton	WSROC
Ms Barbara Gapps	WSROC
Ms Julia Byrne	WSROC
Ms Esme Evans	WSROC

1 APOLOGIES

MOVED that apologies be received from Clr Martin Tolar (Baulkham Hills Council) Clr Lorna Allan (Hawkesbury Council), Clr Cecilia Anthony (Liverpool Council), Clr David Borger (Parramatta Council).

Clr Ken Morrisey/Clr Mark Greenhill
CARRIED

ORDINARY MEETING Reports of Committees

2 MINUTES OF THE PREVIOUS MEETING

MOVED that the minutes of the previous meeting held on 9th December, 1999 be received and noted.

Clr Mark Greenhill/Clr Wendy Waller
CARRIED

3 BUSINESS ARISING FROM THE MINUTES

Is dealt with under the relevant headings below.

4 SPECIAL ITEMS

There were no special items.

5 MATTERS REQUIRING DECISION

5.1 ENVIRONMENTAL MANAGEMENT

5.1.1 LUCAS HEIGHTS NUCLEAR REACTOR

(32999.01)

MOVED that in relation to the proposed nuclear reactor at Lucas Heights that WSROC:

- (1) Oppose the proposed reactor, at least until such time as information is made available from open and independent investigations into the issues raised by Sutherland Council including:*
 - alternatives to the reactor*
 - alternative potential sites*
 - worst-case accident scenarios (including detailed analysis of worst case accident scenarios involving an 80km radius fallout zone)*
 - the process of the Environmental Impact Statement itself;*
- (2) Support the call from Sutherland Council and the Senate Committee urging the Federal Government conduct a Royal Commission into the EIS and the development of the current proposal;*
- (3) Adopt a position of opposition to the transport of nuclear material through Western Sydney Council areas and in particular the transport of waste to the proposed nuclear dump in South Australia; and*
- (4) Inform the relevant Federal and State Ministers, SSROC and Sutherland Council of WSROC's decision.*

Clr Albert Mooshi/Clr Mark Greenhill
CARRIED

5.1.2 PROPOSED SECOND SYDNEY AIRPORT

(32040.01)

Late information was distributed at the meeting and the President opened debate on the item. It was agreed that the recommendations in the agenda and the late information would be moved together.

ORDINARY MEETING Reports of Committees

MOVED that in relation to the proposed Second Sydney Airport, that:

- (1) That in relation to the Federal Cabinet decision on the proposed Second Sydney Airport that WSROC issue a media release condemning the decision and expressing strong opposition should the decision be unfavourable; and
- (2) WSROC endorse the recommendations of the Western Sydney Alliance report “High Speed Rail and the Second Sydney Airport: the need for an integrated approach” but restate its opposition to further airport development anywhere in the Sydney Basin, including the development or extended use of Bankstown Airport and the so-called “Mini-Badgerys” option to build a small airport, as the latter would form a basis to expand to a full size airport by stealth.

Clr Mark Greenhill/Clr Danny Mackin
CARRIED

Clr Greenhill spoke in favour of the resolution that WSROC express opposition to further airport development anywhere in the Sydney Basin.

Clr Pigram said that it appeared the Federal Government would propose a “Mini Badgery’s” that would be open for later expansion.

Clr Greenhill supported Clr Pigram’s concerns and said WSROC had already issued a media release urging the Federal Government to make the right decision and abandon plans for an airport at Badgerys Creek or anywhere in the Sydney Basin. Clr Greenhill also opposed the idea of extending Bankstown Airport, as this would crease similar problems for residents in the area.

5.2 TRANSPORT AND GROWTH MANAGEMENT

5.2.1 WESTERN SYDNEY – REGIONAL CHALLENGES AND RESPONSES (36001.01; 35012.01)

MOVED that a further report be prepared for the April Board meeting pending the outcomes of the initiatives recommended in the “Western Sydney-Regional Challenges and Responses” Report tabled at the December Board meeting and the priorities identified at the 2000 Annual Forum.

Clr Mark Greenhill/Clr Cathy O’Toole
CARRIED

5.3 COMMUNITY SERVICES

5.3.1 IYOP PROJECT (33101.03)

Clr Egan in speaking on the report’s recommendations said that WSROC needed to lobby the State Government to adequately fund any replacement to the Neighbourhood Watch Program.

MOVED that the “Ciao 60” IYOP report be endorsed and copies distributed to all participants and member councils.

Clr Mark Greenhill/ Clr Wendy Waller
CARRIED

ORDINARY MEETING Reports of Committees

5.3.2 *YOUTH PATHWAYS ACTION PLAN TASKFORCE – REQUEST FOR SUBMISSIONS* (33999.17)

MOVED that in relation to the Youth Pathways Action Plan Taskforce request for submissions that:

- (1) *the submission be endorsed;*
- (2) *WSROC make representations to the Federal Government through Western Sydney MPs seeking extended time for submissions on Youth Pathways and express concern at the timing and consultation process for both (welfare and youth) social issue reforms; and*
- (3) *The invitation to the Task Force to visit Western Sydney be endorsed.*

Clr Mark Greenhill/Clr Claire O'Neill
CARRIED

5.3.3 *AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION NSW CONFERENCE*
(11001.09)

MOVED that the Board sponsors a morning tea during the conference session for \$500 and uses the opportunity to promote WSROC's environmental and human services initiatives as well as TeamWest at the Conference.

Clr Daniel Mackin/Clr Cathy O'Toole
CARRIED

5.4 **EDUCATION**

5.4.1 *FEDERAL GOVERNMENT WHITE PAPER ON HIGHER EDUCATION RESEARCH & RESEARCH TRAINING* (38001.01)

Mr Gooding said that since preparing the Agenda he had discussed the matter further with the University. The University had indicated that because the Federal Government had made a positive response and was currently negotiating with the University, they did not want the campaign reactivated at this stage. He suggested reconvening the group at an appropriate time to hear a presentation from the University on the impact of the revised policy.

MOVED that in relation to the Federal Government's White Paper on Higher Education Research and Research Training, that WSROC reconvene the UWS Campaign Group at an appropriate time and invite the University to make a presentation on the revised policy and its implications for the region.

Clr Mark Greenhill/Clr Ron Alder
CARRIED

6 REPORTS AND INFORMATION ITEMS

MOVED that the following reports and information items, with the exception of Item 6.3.2, be received and noted.

Clr Ken Morrissey/Clr Mark Greenhill
CARRIED

ORDINARY MEETING Reports of Committees

6.1	REGIONAL ENVIRONMENTAL MANAGEMENT	
6.1.1	<i>Update on RSoE and Consultation Schedule</i>	(32037.01)
6.1.2	<i>Updates on REMs and Environment</i>	(32037.03)
6.1.3	<i>Priority Sewerage Program</i>	(32035.01)
6.1.4	<i>Total Catchment Management</i>	(32035.01)
6.1.5	<i>Greenweb Sydney Action plan</i>	(32038.01)
6.2	COMMUNITY SERVICES	
6.2.1	<i>Submission on Federal Government Welfare Reform Review</i>	(33999.08)
6.2.2	<i>Area Assistance Scheme Review</i>	(13001.21)
6.2.3	<i>Women's Grant Program – Changes to Child Care Funding and Women's Labour Force Participation in Western Sydney</i>	(33999.24)
6.2.4	<i>Racing and Gaming</i>	(33999.11)
6.3	TRANSPORT AND GROWTH MANAGEMENT	
6.3.1	<i>Spirit 2000 – Research Project On Relative Accessibility In Sydney</i>	(35012.11)
6.3.3	<i>Hawkesbury-Nepean Floodplain Management Steering Committee</i>	(37001.01)
6.3.4	<i>Who Cares About Western Sydney?</i>	(35012.10)
6.4	LOBBYING AND ADVOCACY	
6.4.1	<i>Local Government Allocation of NSW Government Competition Payments</i>	(11001.05)
6.4.2	<i>Meetings with Ministers</i>	(13004.02)
6.5	FINANCE & ADMINISTRATION	
6.5.1	<i>Staff Arrangements – Olympic Games Period</i>	(31024.01)
6.6	ADMINISTRATION AND FINANCES	
6.6.1	<i>Income & Expenditure Statement for the period 1/7/99 to 31/12/99</i>	
6.6.2	<i>Expenditure Warrant for the Period 1/11/99 to 31/12/99</i>	
6.3.2	<i>Parramatta – Chatswood Rail Link EIS</i>	(35011.02)

Clr Morrissey said that Holroyd Council resolved at its meeting on 1st February, 2000 when considering a report from Council's Environment and Planning Services Department that Holroyd Council:

- (i) strongly opposes a rail link proposal that reduces the size of the Parramatta Golf Course, encroaches on Parramatta Park, destroys significant trees and impacts upon the Heritage items contained in the precincts of Parramatta Park;
- (ii) call upon the Minister for Transport to ensure that the Western Rail Line is build underground west of Parramatta Park to improve the residential amenity and in particular reduce noise from the rail services where it passes through residential areas of this City; and
- (iii) seek an urgent meeting with the Parramatta Park Trust, Parramatta City Council, the Premier and Minister for Transport regarding our objection to the denigration and lack of concern by the State Government for Parramatta Park.

Mr Gooding said that when he attended the office opening of Parramatta Rail Link, the Minister had made public assurances that there would no damage to the park or its heritage items.

Clr Pigram spoke in favour of Clr Morrissey's concerns and said that this was not just a regional park but a national park. Holroyd Council had been through a process of making a submission and Council's initial submission was not even considered in the process.

ORDINARY MEETING Reports of Committees

Clr Issa also spoke in favour of Holroyd Council's concerns and queried what guarantee the State Government could give to the residents. Clr Issa suggested that an on-site inspection and meeting be organised with all groups involved to explain how the process will work.

***MOVED** that in relation to the Parramatta – Chatswood Rail Link EIS that WSROC endorse the resolutions of Holroyd City Council.*

Clr Ken Morrisey/Clr Tony Issa
CARRIED

7 GENERAL BUSINESS

7.1 CENTROC REQUEST FOR MEETING RE. IMPROVED ROAD LINKS (13001.13)

The meeting considered a late item on the above matter.

Clr Calvert said the proposal was a sensitive issue in Hawkesbury. Clr Ferrara suggested that the views of other Councils should also be sought.

***MOVED** that in relation to CENTROC's request for a meeting regarding improved links between Western Sydney and Central Western NSW that:*

- (1) the current views of Blue Mountains and Hawkesbury Councils be sought;*
- (2) CENTROC be informed of WSROC's position; and*
- (3) A meeting be convened between the Executives of WSROC and CENTROC regarding this matter.*

Clr Jeff Egan/Clr Barry Calvert
CARRIED

7.2 SECTION 94

Clr Waller queried the disparity between older and new release areas. The meeting agreed that WSROC liaise with Liverpool City Council to prepare a report for the April Board meeting.

8 DATE OF THE NEXT MEETING

Clr Bowen said there was a proposal to defer the April meeting by one week because of the Easter long weekend.

***MOVED** that the next meeting be held at 6.00 pm on Thursday, 27th April, 2000 at Penrith City Council.*

Clr Wendy Waller/Clr Ken Morrisey
CARRIED

Alex Gooding
Executive Director

Clr Chris Bowen
President

oooO END OF REPORT Oooo

ORDINARY MEETING Reports of Committees

Tourism Hawkesbury Inc. - 16 March, 2000

MINUTES OF MEETING
Held on Thursday 16th March, 2000
at 7.50pm Tourism Hawkesbury Inc. Office, Clarendon

Present:

Stephen Doggett	(Chair)
Sherrie-Lee Evans	(NPWS)
Cr. Di Finch	(Council Rep.)
Steve Krix	(Outdoor Tour Operators)
Vanda Whitworth	
Craig Harmer	

In Attendance:

Alison Campbell	(Minutes)
Glennis Gillings	(Hawkesbury City Council)
David Hooker	
Coral Jones	
Lee Timmer	

1. CHAIR'S OPENING REMARKS

2. APOLOGIES
Sherilyn Blaydon

3. MINUTES OF PREVIOUS MEETING

3.1 23/11/99 - These minutes still not available - hold over

3.2 17/2/00 - Moved Sherrie-Lee Evans, seconded V. Whitworth minutes be accepted

MOTION CARRIED

4. BUSINESS ARISING FROM MINUTES **NIL**

5. CORRESPONDENCE

The Chair tabled the following correspondence, which was noted by the Board. The remainder of the correspondence was written up in the Correspondence for viewing in the Office.

- Sue Guymer – request for further 6mths leave of absence.
- Hawkesbury Skills Incv.
- Invitation for Award
- V. Whitworth – re booking

MOTION: Moved V. Whitworth seconded Sherrie-Lee Evans that correspondence be accepted.

MOTION CARRIED

6. BUSINESS ARISING FROM CORRESPONDENCE:

To be held over to General Business

ORDINARY MEETING Reports of Committees

7. Election of New Directors:

The nomination of Craig Harmer from the Gateway Motel was put forward.

MOTION: Moved V. Whitworth, seconded D. Finch that Mr Harmer be accepted as a director of THI. **MOTION CARRIED**

8. Election of Executive Positions

There are two Executive positions vacant on the Board – one being Secretary, the other Vice President. D. Finch nominated V. Whitworth as Vice President, and Craig Harmer as Secretary. Both accepted the nomination.

MOTION: Moved D. Finch that V. Whitworth be made Vice President and C. Harmer Secretary. Seconded by Sheri-Lee Evans - **MOTION CARRIED**

9. CHAIRMAN'S REPORT As distributed and tabled

The Chairman reported that it had been a big month.

- (1) The Visitors Guide Launch was attended by Hon. Kevin Rozzoli and Kerry Bartlet, the Mayor of Hawkesbury, Cr. Rex Stubbs, Councillors Glennys Gilling, Paul Rasmussen, Philip Davies and Di Finch, and Monique White from Tourism NSW and Jane Hollingsworth, General Manager of the GWS Reg. Chamber of Commerce & Industry and Betty Barrie President of the GWS Chamber of Commerce & Industry. A very successful launch with a number of articles in the newspapers.
- (2) Hawkesbury Hideaway has appeared in "Short Breaks"
- (3) We also put forward our Business Plan and Submission to the Hawkesbury City Council, which was well received. We await the results of their deliberations sometime mid-April.
- (4) There has been a meeting between THI and the Mayor and Geoff Banting which went very well.
- (5) In the future we have the awards night, which will be attended by seven members at Stadium Australia, and we are having the Tourism NSW Workshop on 21st March, and will be hosting Tourism NSW representatives to show them the Hawkesbury area.

MOTION: Moved S. Krix, seconded V. Whitworth that the Chairman's report be accepted. **MOTION CARRIED.**

10. TREASURER'S REPORT - Tabled.

Report read by Steve Krix, and approval for payment of the following cheques was requested: Nos. 195530 to 195593

MOTION: Moved S. Krix, seconded D. Finch that Treasurer's report be accepted and accounts passed for payment. **MOTION CARRIED.**

11. NEW MEMBERS

A new member Application was tabled – A Natural therapist in the Retail & Commercial Sector.

Grace Perkins

"Orchidvilla"

Cnr. Old Pitt Town & Schofield Roads

PITT TOWN 2756

Ph: 4572 3494

Fax: 4572 3836

MOTION: Moved d. Finch, seconded V. Whitworth that the application be accepted and welcomed. **MOTION CARRIED**

ORDINARY MEETING Reports of Committees

12. BUSINESS FOR DISCUSSION

12.1 Membership: With GST coming, we need to increase our fee by 11%. Considerable discussion ensued, with different options put forward.

MOTION: Moved d. Finch that membership be increased from the next financial year to \$200 and that we investigate applying different levels of sponsorship, i.e. Gold, Silver & Bronze, and different levels of membership. Seconded V. Whitworth. **MOTION CARRIED**

MOTION: Moved S. Krix that the membership be approached re a voluntary one-off \$100 contribution to a fighting fund to cover additional Year 2000 promotional expenses. Seconded Sherrie-Lee Evans **MOTION CARRIED.**

The Chairman asked for volunteers to come together to discuss possible sponsorship package. Agreed that it would be done by phone, and bring a proposal back to next meeting in April.

12.2 Booking Centre: Not enough staff were told to handle larger Olympic bookings. Larger operators look after their own bookings. \$6000 worth of large bookings and 10 bookings worth \$16,000.

As per her correspondence, V. Whitworth reported problems with booking centre. Coral responded to Vanda's criticisms, explaining the chain of events that had occurred in the particular matter. The Chairman acknowledged there were some problems in treating enquiries and THI involvement in the Booking Centre, but with a better system, felt it would work very well. Angela and Coral had been employed 16 hrs per week. There was a query about Coral being employed and only stepping down from the Board. Sherrie-Lee Evans voiced her disappointment at the level of negativity and lack of trust

MOTION: Moved D. Finch that the information be received and had been dealt with, and proposed we move on to the next item. Seconded S. Krix **MOTION CARRIED.**

12.3 FiddleFest: Bookings were now being handled by Ticketek – indications are that it will be a big event, and generate a lot of interest in the Hawkesbury. Council have set aside \$2000 towards cleaning the streets for the event. Tourism Hawkesbury has paid for brochures and are underwriting the event.

12.4 Tourism NSW Workshop: On 20 & 21st March. On 20th S. Doggett is hosting two Tourism NSW reps. – agenda has been set and tabled – part of SPED.

12.5 Western Sydney Industry Awards: \$125 for seven people to attend.

12.6 UTS Students: Last year we indicated that THI would be interested in their Tourism Studies students. They are: Rebecca Warmford, Malin Anderson, Christina Clarke. They have been invited to the Tourism NSW workshop and they will be doing different projects. Malin – Economic benefits of Unique Accommodation across the three LGA's. Christina looking at the Visitors Guide, where it's going. Rebecca is looking at the Awards Night as an event, not just a night out. We also have working in the office Perry Tourism & Communication at UWS and one other person. THI pays for photocopying and they do research.

13. GENERAL BUSINESS

13.1 Letter from Sue Guymer – held over from Correspondence: She has requested an extension of her leave of absence, with S. Krix continuing as a Substitute Director in her place. The meeting agreed that with new people on the Board, we need to go forward and work as a team.

MOTION: Moved Sherrie-Lee Evans that Ms Guymer's request for an extension of her leave of absence be accepted for a further month while the Chairman seeks clarification of her intentions. Seconded V. Whitworth **MOTION CARRIED.**

ORDINARY MEETING Reports of Committees

13.2 Australian Tourism Exchange: To be held at Darling Harbour this year 30 May to 2nd June. For the last four years D. Finch has attended on behalf of Meroo and has also “flown the flag” for Hawkesbury. This year Meroo has elected not to go this year. B.M. Tourism and Penrith Valley had stands in past years and promoted part of the Hawkesbury. Cost is \$3000 to send a delegate for the week – delegates attend from all over the world. D. Finch suggested that it would be a good idea for THI to be there. Share booth perhaps. \$1000 for another delegate to go and learn.

MOTION: Moved Sherrie-Lee Evans that THI take up a stand plus an extra delegate at the Australian Tourism Exchange at Darling Harbour 30/5 to 2/6/00. Seconded V. Whitworth
MOTION CARRIED

There is a meeting between Baulkham Hills, Penrith & Parramatta and Hawkesbury re the Wollongong Expo in August. Agreed that it would be a good exercise to work together with these Councils.

MOTION: Moved S. Krix that provided it is less than \$1000, we accept the invitation of Baulkham Hills, Penrith & Parramatta Councils to join with them in working together at the Wollongong Expo. Seconded D. Finch
MOTION CARRIED

13.3 Baulkham Hills Tourism: Craig Harmer reported that on Monday 13th March he had been invited by B.H. Council to attend. Task Force formed – Matthew McDowell called for nominations for people interested in forming a Board. Wrote to 200 businesses and received 60 replies. No fee for the first year, feature in colour brochure. It is their intention to move to Mt. Wilberforce at Thompsons Corner, with three satellites – Gateway Motel is one. They already have produced a newsletter.

13.4 Wisemans Ferry: Meeting on 10th April – THI are attending.

13.5 New NPWS Appointments: Sherrie-Lee advised that the new B.M. Regional Manager is Jeff Lushcombe, working out of Blackheath. Now known as Directorates, Regions and Areas (previously Regions, Districts & Sub-Districts).

13.6. SOCOG Accommodation Bookings: A lot of beds have been released in the area that had previously been held by SOCOG.

13.7 Ambassadors: There are some issues that may arise. Looking at hiring someone.

13.8 New Director: The Chairman apologised for his oversight when discussing new Directors earlier in the meeting. Mr David Hooker had offered to be Retail Sector Director and to assist THI in whatever way he could.

MOTION: Moved V. Whitworth, seconded C. Harmer that Mr Hooker’s offer be accepted, and welcomed him to the team.
MOTION CARRIED.

14. NEXT MEETING - 20th April.

15. CLOSURE

There being no further business the meeting closed at 10.30pm.

ORDINARY MEETING
Reports of Committees

SIGNED AS A TRUE AND ACCURATE RECORD

.....
CHAIRMAN

.....
DATE

oooO END OF REPORT Oooo

ORDINARY MEETING Reports of Committees

Tourism Hawkesbury Inc. - 20 April 2000

MINUTES OF MEETING
Held on Thursday 20th April, 2000
at 7.45pm Tourism Hawkesbury Inc. Office, Clarendon

Present:

Stephen Doggett	(Chair) - Late
Cr. Di Finch	(Council Rep.)
Steve Krix	(Outdoor Tour Operators) (Late)
Vanda Whitworth	Interim Chair
Craig Harmer	
Pat Finn	

In Attendance:

Clr. Glenys Gillings	(Hawkesbury City Council)
Clr. Les Sheather	(Hawkesbury City Council)
Brian Mitchell	New Member, Retail & Commercial
Coral Jones	
Sandra Cheetham	Staff
Lyn Hudson	Staff
David Hooker	Visitor
Catherine Doggett	Visitor
Alison Campbell	(Minutes)

12. CHAIR'S OPENING REMARKS

Since Stephen Doggett had advised he would be late in arriving, and there was a lot of business to be discussed, the meeting opened at 7.45pm with Ms Vanda Whitworth in the Chair. Clr. Sheather was welcomed to the meeting. Clr. Di Finch asked that a letter from Council be tabled at the meeting. – this letter to be held over until next meeting.

12. APOLOGIES

Sherrie-Lee Evans, Sherilyn Blaydon

Steve Doggett arrived and took over the Chair at the meeting.

3. MINUTES OF PREVIOUS MEETING

3.1 23/11/99 - These minutes still not available - hold over

12.7 16/3/00 – The following additions/changes to the minutes were.

- (a) Correction in the surname of persons in attendance: Lee Finnane (not Timmer)**
- (b) Omitted from the minutes was the Motion by Di Finch nomination of Pat Finn from the Royal Hotel as a Director representing Food & Beverage. That motion had been seconded by Coral Jones & carried.**
- (c) Item 12.1 Motion re membership: add words "to include GST" after \$200...**
- (d) Item 12.2 Booking Centre: Replace first sentence with: Angela had handled large bookings worth \$10,000 in the first 4 months, which made commission of \$1,000 to THI. It was decided that smaller bookings were where the money is – larger operators look after their own booking. In 8 days Coral Took \$15,000 in smaller bookings, netting \$1,500 in commission.**
- (e) Item 12.6: Add the surname – "Hodgman" after the word "Perry"**

Moved Coral Jones seconded Di Finch that the minutes be accepted with the above changes.
MOTION CARRIED

ORDINARY MEETING Reports of Committees

4. BUSINESS ARISING FROM MINUTES

Item 13.1: Sue Guymer. Craig Harmer asked what position was with this matter. Meeting was advised she was still on leave of absence and Steve Krix was the substitute Director representing the Outdoor Tour Operators sector.

Motion: Moved Craig Harmer that at the next Board meeting we resolve the situation, taking into account anything that Sue Guymer has put forward. Seconded Pat Finn

MOTION CARRIED.

Item 9.3: Draft Plan – response from Council has not yet been received.

Item 9.5: Awards Night: Excellent evening, providing good networking opportunity to see what other organisations are doing in the area.

Item 12.1 - Membership: Matter of sponsorship packages to be carried over to General Business.

Motion: Moved Craig Harmer that the Board clarifies its intention to increase membership fee, taking into account various cost factors, including GST. Seconded Coral Jones.

MOTION CARRIED.

Item 12.2 – Booking Centre: Vanda Whitworth asked if procedures had been put into place in the office to formalise the taking of accommodation bookings. Steve Doggett advised that job description, procedures, OH&S position will be set up by 5th May and available for Directors to look at next meeting. We would continue to do large bookings through the Office, smaller bookings would still be passed over to Coral Jones to handle. Extra ambassadors will be brought in to assist.

Vanda Whitworth asked what sort of contractual arrangements are people entering into. Steve Doggett replied that Paul Rasmussen had drawn up a contract, and Angela had followed up some bookings to test the system on a volunteer basis only. He suggested that we need to take it a step further to operate the Booking Centre on a professional basis and look at performance measures. Booking Centre would cover bookings for all tours, not just accommodation, generating enough income to keep a person employed full time, which would benefit local business as a whole in the area in the long run.

If we have a Booking Centre dealing with the public we would have to have a huge insurance coverage and THI would be responsible for cancellations. If we just provide a service, and put the caller in touch with the operator, then an invoice can be sent each month to the operator for commission for providing that service.

Coral advised that a party of 16 Americans that had approached Angela have now secured that booking for the Olympics, giving THI a commission of \$5,000. Olympic bookings have been asked for 30% in advance.

Item 12.3 – FiddleFest: Was a huge success, with accommodation booked out and restaurants heavily booked. Organisers are hoping to hold it again next April. Disappointing that some businesses did not open on the Sunday, those that did reported good business. Main Street Committee, with Pat Finn as Chairman were to be congratulated for the work they had put in to making the event a success.

Motion: Di Finch proposed a vote of thanks to Pat Finn and Lucia for all their hard work, and to THI for having faith in the event, and providing so much support. Seconded Steve Krix.

MOTION CARRIED.

The event had been underwritten by THI at a cost of \$10,560 – \$16,000 had been budgeted. The savings can be re-allocated to another project. A promotional CD had been produced for sale – this would represent ongoing income from sales.

ORDINARY MEETING Reports of Committees

Motion: Moved Steve Krix that we approve payment of \$10,560 to Richmond Main Street Committee, and that negotiations be entered into in regard to royalties from the CD sales. Seconded Glenys Gillings. Pat Finn, Di Finch and Steve Krix declared an interest, and declined to vote on motion. **MOTION CARRIED.**

Item 12.4 – Tourism NSW Workshop: Very successful – received a number of favourable comments from various sectors on the success of the workshop.

Item 12.5 – Western Sydney Industry Awards: Craig Harmer indicated he had attended the awards, and was proud of the Western Sydney area and the quality of people represented at the awards. A task force should be formed with Council to look getting businesses in the Hawkesbury represented at next year at the awards.

Motion: Moved Craig Harmer that THI forms a joint committee with Council to work with businesses in the area to promote business in the Hawkesbury at the Western Sydney Industry awards next year. Seconded Glenys Gillings. **MOTION CARRIED.**

Motion: Steve Doggett moved a vote of thanks to Lyn and Sandra for their work in preparing a submission for the Australian Tourism Exchange. Seconded Vanda Whitworth. **MOTION CARRIED.**

Item 13.2 - Wollongong Expo: We are working with Matt McDonald from Wollongong to have a presence at the Expo. More details at next meeting.

Item 13.4 – Wisemans Ferry meeting: To be held over until further notice.

5. CORRESPONDENCE

The Chair tabled the following correspondence, which was noted by the Board. The remainder of the correspondence was written up in the Correspondence for viewing in the Office.

- Several faxes supporting the work of Coral in the booking centre.
- UWS Hawkesbury regarding scholarship
- GROW Funding information
- Letter from Mayor
- Letter from David Hooker re Constitution and directors.

6. BUSINESS ARISING FROM CORRESPONDENCE:

- Noted that there is a large membership base of support for Coral Jones and the booking centre.
- UWSH Scholarship: There would be a meeting on 1st May with UWSH re the proposed Duncan Galbraith Scholarship.
- GROW Funding: An application would be made for funding for a staff member for the THI Booking Centre. Steve Doggett to draft.

Quarterly Funding from Council:

Reports have always gone out in the past with no problems. Cheque has arrived, but Council keeps wanting figures in a different way. Suggest we write to General Manager and Mayor asking for guidelines on the format of the reporting. In the coming budget we will try to clarify the accounting reporting format.

Di Finch: Concerned about THI. Council is supportive of tourism, but not necessarily THI. Tourism Office issue – conflict from Council – integrity is being questioned. As a Board we only want to look after tourism in Hawkesbury. Funding is the other issue. There is only one tourism representative from Council. Tourism Hawkesbury have the flexibility in the Constitution to create another Council position on the Board.

Glenys – if she became the second Council rep. It could be that she would have to withdraw.

ORDINARY MEETING

Reports of Committees

Coral: Feels it is important for people on Board to be in tourism – if you were a tourism operator that you can't operate.

Clr. Sheather was asked to speak to the meeting to explain Councillor's conflict of interest. In relation to a Councillor being nominated, that person does not have to declare an interest. If the Councillors derive a benefit from that organisation they must declare an interest. Glenys is an owner of a Tourist Park – if funding was being discussed, then she would have to declare an interest and not vote

The Chairman asked what would be most advantageous for THI. **Clr. Sheather** advised that both **Di** and **Glenys** talk to **Gary McCully** to find out their position. **Di** pointed out that she would only be the Council rep. until September – councillors only serve 12 months on various committees, however THI can recommend to Council for a specific councillor to be appointed.

Di said that she wanted to show a united front – not like last council. Wants THI to move ahead as a united Board.

Steve: We need to have success to maintain goodwill with Council - Tourism Booking Agency position needs to be advertised

Country Club's Director position on Board held over to next meeting.

7. **CHAIRMAN'S REPORT** As distributed to Board Members.
This Board should discuss Tourism staff and not correspondence with Hawkesbury Council is ongoing.

Coral: Letter from Council re the booking centre. Not one fact of that letter is true – was not at the time a Director.

Motion: Moved by **Glenys Gillings** that letter from Council re booking centre be discussed in General Business. Seconded **Coral Jones**. **MOTION CARRIED.**

MOTION: Moved **Pat Finn** seconded **Craig Harmer** that the Chairman's report be accepted. **MOTION CARRIED.**

8. **TREASURER'S REPORT** - Tabled.
Report read by **Steve Krix**. The following cheque nos. presented for payment.
195222, 195365, 195598, 195603, 195617, 195627, 195632, 195636, 195641-3, 195645, 195650-5.

Motion: Moved **S. Krix**, seconded **G. Gillings** that Treasurer's report be accepted and accounts passed for payment. **MOTION CARRIED.**

12. **NEW MEMBERS**
The following applications were tabled for April.

Touch the Earth, Mogo Creek via St. Albans Contact: Ken Ray. Ph: 4568-2062	Accommodation Sector.
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Remontant Roses & Perennials, 600 East Kurrajong Rd, East Kurrajong Contact: Jane Zammit Ph: 4576-5256	Retail & Commercial Sector
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Arrow Data Pty Ltd 12 Wheeney Creek Rd., East Kurrajong	Retail & Commercial Sector
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Contact: Brian Mitchell
Ph: 4575-5326

MOTION: Moved Di Finch, seconded Coral Jones that the above applications be accepted and welcomed as new members. MOTION CARRIED

10. BUSINESS FOR DISCUSSION

- 10.1 Membership: Craig Harmer asked for clarification that Directors should come from business. Discussion followed.

Motion: Moved by Craig Harmer that starting from next meeting, in regard to casual vacancies, persons are not to be introduced to the Board on the night, and then asked to vote on their acceptance the same night. Seconded Coral Jones. MOTION CARRIED.

- 10.2 Question of Resignation of David Hooker: Pat Finn requested clarification on this point. Discussion followed.

Craig Harmer questioned the fact that NPWS, Council and other organisations are represented on the Board. The definition should be clarified. Les Sheather said he appreciated the Board's position – that the Company/Organisation is the member. Suggested that the Constitution should be changed and adopt the Model Rules.

- 10.3 New Director: Moved Di Finch that the Retail Sector be split, and Brian Mitchell, as a representative of his company Arrow Data, be nominated as a Director of Tourism Hawkesbury. Seconded Pat Finn. Craig Harmer abstained from voting. MOTION CARRIED.

- 10.4 Hawkesbury Harvest: Glenys Gillings spoke of the proposal to create a "Farm Gate" enterprise. 25 farmers were already co-operating with NSW Agriculture, Council, Hawkesbury Community Health and THI. An application would be made for \$20,000 in GROW funds to go towards publications, maps, promotional material. The new group would ultimately become a member of Hawkesbury Tourism, and would blend in with the area theme of agriculture. They would like the THI Board to consider whether to support this concept, as seed money is needed – it would be helping people outside the towns, which currently seems to happen. It would be an opportunity to market out-of-town operations. There would be a workshop meeting on 11th May as many people from THI as possible are invited to attend. Prof. Stuart Hill from UWS Hawkesbury will be facilitating the workshop.

Motion: Moved Coral Jones that the Board accepts the information presented, and that we should look into supporting this new venture. Seconded Di Finch. MOTION CARRIED.

Craig Harmer reported that at the new Baulkham Hills Tourism launch, they were interested in a "Fruit Barrel" tour – perhaps they could help promote Hawkesbury Harvest. It was also reported that the Mayor and General Manager of Hawkesbury were very supportive of the concept.

Pat Finn suggested that the Richmond Main Street Committee and Hawkesbury Harvest could work together on developing the idea.

11. GENERAL BUSINESS

- 11.1 Booking Centre: Craig Harmer suggested that we need to look at current staffing levels, and future staff requirements. Members had done a good job in turning the operation of the

ORDINARY MEETING Reports of Committees

Centre around. It is now time to take it to another level. There needs to be a full-time Tourism Hawkesbury Office Manager to run the operation on a professional basis - that person would work under direction from the Board, and be governed by objectives and meet performance levels.

Steve Doggett advised that steps were being taken to proceed towards that goal, but it would take time to put it all in place. It was a matter of looking at finances and coming up with sufficient funds to provide two full-time people in office 9am-5pm each day.

Coral Jones voiced concern that a person was needed in the office that knew the product, and that in the meantime, some 38 businesses are going to miss out on a lot of business before that booking person is in place, especially with the Olympics approaching.

Pat Finn stated that there are people on the Board who have experience in employing staff. Steve Doggett replied that with a Community Organisation funded by a Government Body there are certain reporting measures to be considered.

Di Finch tabled fax from Nicole.

Motion: Moved Steve Krix that each Sector Director comes to the next meeting with a brief of 2 or 3 pages of information that describes features of the business in their Sector, that could be used in building product knowledge for the Booking Centre staff. Seconded Pat Finn. **MOTION CARRIED.**

What happens in the meantime – a canvas of opinions around the table was taken.

Motion: Moved Steve Krix that staff continues to handle until next meeting. By 5th May first steps will be place to set up job description. Pat Finn will work in the interim period on training booking office staff in booking procedures, which will be reviewed next meeting. Seconded Vanda Whitworth. **MOTION CARRIED.**

Motion: Moved Di Finch that a vote of thanks be given to Coral Jones for the work she has done for the Booking Centre. Seconded Pat Finn. **MOTION CARRIED.**

12. **NEXT MEETING - 18th May, 2000**

13. **CLOSURE**

The Chair thanked Clr. Les Sheather for attending the meeting and contributing to the discussion. Also thanked Brian Mitchell, the new member and David Hooker for attending.

There being no further business the meeting closed at 11.00pm

SIGNED AS A TRUE AND ACCURATE RECORD

.....
CHAIRMAN

.....
DATE

ORDINARY MEETING

Reports of Committees

oooO END OF REPORT Oooo

ORDINARY MEETING
Reports of Committees

Hawkesbury's Healthy City - 11 May 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 11/05/00 held at the Hawkesbury City Council, Records Meeting Room, commenced at 9.00am.

Present: Rex Stubbs- Mayor Hawkesbury City Council
Esther Anderson- Hawkesbury City Council
Adriana Genova- Hawkesbury City Council
Darren Carr- Cancer Council
Garry Baldry- Hawkesbury City Council
Katrina Denning- Hawkesbury District Health Service
Fiona Rosso- Hawkesbury Division of GP's
Sarah Morton - Volunteer Assistant Project Officer

Apologies: Janet Hogge- Hawkesbury City Council

1. Matters Arising From The Previous Minutes

- Minutes from previous meeting adopted

2. Hawkesbury Show

- The Healthy Cities display at the show was a great success. Approximately 50,000 people attended the show. The stormwater model was a hit, as proven by the overheated pump on Saturday morning.

The next show will be held in April next year. It was discussed if the tent could be closed earlier on Friday and Saturday nights because not many people visited the tent at the time. Esther is asking for comments regarding the show so we can make improvements for next year.

Council will be approaching the show organisers in regards to providing recycling bins for the next Hawkesbury Show. Recycling will have to be addressed prior to next years show, and become a component of a Waste Management Plan.

3. Western Sydney Environment Week

- Starts with World Environment day 5 June and finishes the 11 June 2000. The week will be coordinated by the Office of Western Sydney (State Government). A calendar containing information on all of the activities to held during the week is being produced. Radio advertisements will be aired on 2UE and a two page newspaper spread will be in every Cumberland Newspaper.

Hawkesbury City Council will be holding a tree planting day in conjunction with the Hawkesbury Nepean Catchment Management Trust. A tour of the McGraths Hill Sewage Treatment Plant will also be held on 6 June 2000.

There will be displays in the Council foyer on the 'Septic Safe' program and the 'Keep the Soil on the Site' project. A display of the Brewrrongle and Longneck Lagoon field Studies centres services and the Australian Plants Society will be in the Windsor Library for the week.

An opening ceremony attended by the Minister will be held on 5 June 2000 at Olympic Park.

4. Partnership Agreements

- Katrina Denning has received completed information sheets form all stakeholders regarding the partnership agreements. A draft partnership agreement has been drawn up, a couple of slight changes are required.

The Agreement is for the Healthy City Steering Committee and will hopefully secure commit from the General Manager level from all stakeholder organisations. It has been decided that a signing day will be held and publicised.

For smaller organisations wanting to be involved in the Healthy City movement within the Hawkesbury a poster/ certificate will be developed stipulating the organisation is a member.

5. Transport Week

Public Transport Week will be held between Sunday 21st May- Sunday 28th May 2000. The week is being co-ordinated by Smogbusters and the Nature Conservation Council (NCC).

Council had adopted at its last meeting, to hold a public transport forum. Adriana & Katrina to provide details of the previous forum. Bicycle networks were also adopted at this meeting.

The committee has agreed to endorse Sarah Morton's ideas for Transport Week and help provide \$100 for printing costs. 1000 flyers will be developed to be distributed at local train and buses stations throughout the week. Articles will also be placed in the paper on issues relating to transport week from each stakeholder eg stress related illness as a result of car travel.

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It is also an opportune time to publicise Council's involvement in the Cities For Climate Change program.

6. Cancer Council Update

- Darren Carr reported the new legislation that will ban smoking in all public eating areas.

7. Hawkesbury District Health Service Update

- The health service is placing displays in the Windsor mall and Richmond Club for Heart Week. A display will also be placed at the Maraylya Committee Festival and an art competition will also be held.

8. Hawkesbury Division of General Practitioners

- \$2000 has been given to the division to be spent on Mental illness. The GP's in the area are concerned about the stress on men who live in the Hawkesbury and travel to the city for work.. A way of monitoring these stress' may be to place blood pressure monitors on travellers, eg whilst travelling on Windsor Road.

Fiona Rosso from the Division would like to see the money spent with a collaborative approach between Men's Health and Healthy Cities. Fiona will be in contact with members of the committee to organise a meeting and discuss a few ideas.

9. Hawkesbury Food Program

- A farmers meeting was held to discuss community sustainable agriculture, and encouraging the farmers to sell the produce locally.

10. General Business

- Healthy Cities Conference

Katrina Denning will be attending the conference. The conference will be held between the 26th- 28th June 2000.

- 1999 Awards Winners

Heart Foundation Local Government Awards, Esther has a copy of the brochure if anybody would like to take a look at last years winners or would like to nominate a project for the awards. Esther will determine, based on the award criteria, if the Healthy City Project can apply.

- Healthy Cities Awards

Esther will be holding a meeting shortly to determine the winners for March April and May.

- Newsletter

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Will be published in June or July and will feature Healthy Cities award winners.

Next Healthy City Meeting: 8th June 2000
 Hawkesbury City Council
 Meeting Room (upstairs next to the Chambers)
 9.00am-11.00am

oooO END OF REPORT Oooo

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Heritage Advisory Committee - 11 May 2000

Minutes of the Heritage Advisory Committee held on Thursday 11 May 2000, commencing at 6.00pm.

PRESENT: Councillor D Finch, Dr L Sullivan, Mrs D Campbell, Mr M Hatherly, Mr G Edds, Mr B Flakelar, Mr I Jack, Mr D Bradshaw, Mr C Daley, Mr P Pleffer.

1. APOLOGIES Mr E Karhunen, Mr M Fibbens, Mrs J Barkley Jack, Ms J Somerville, Mr R Montgomery.

2. CONFIRMATION OF PREVIOUS MINUTES

The minutes of the previous meeting held on Thursday 13 April 2000 were adopted.

3. BUSINESS ARISING FROM PREVIOUS MEETING

3.1 Changes to levy bank of Hawkesbury river bank in the vicinity of The Terrace

Dr Sullivan requested clarification on Council's policies regarding development/changes to levy banks and areas within the vicinity of the levy bank. Copies of relevant policies and planning controls are to be provided to Dr Sullivan.

3.2 Springhill Barn, Beddeck Street, McGraths Hill

The Committee was advised that Colin Rafferty had submitted a development application for the stabilisation and restoration of the barn

3.3 Kurrajong Heights General Store

The Committee was advised that a letter had been sent to the owner of the property requesting that weather protection be provided to the building.

3.4 St John's Church Schoolhouse, Wilberforce

Due to the Church's building committee being unavailable the forecast inspection of the property by Jyoti Somerville has not occurred. It is anticipated this will occur on 22 June 2000.

3.5 Wilberforce Cemetery

Report to be carried over to the next meeting of the Committee.

4. CORRESPONDENCE

4.1 Resignation of Mr M Fibbens

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The Committee was advised that due to work commitments Mr M Fibbens had tendered his resignation from the Committee. The Committee accepted his resignation and requested that a letter of thanks be forwarded to him.

5. BANNER PROPOSAL

Mr C Daley, Director of Asset Services and Recreation, presented the proposal to erect a series of poles throughout the City to hang banners promoting community events/festivals etc. The Committee discussed options for locating the poles within Richmond Park, McQuade Park and other areas of open space. Other matters of discussion were the height of the poles, the structural type and suitability of the poles, the number and size of banners and duration of banner placement. The Committee recommended that a further examination of the location of the poles be undertaken and that Council prepare a Heritage Impact Statement for any poles proposed to be erected in Richmond Park and McQuade Park.

6. WINDSOR MALL RECONSTRUCTION

Mr C Daley presented the proposed Windsor Mall reconstruction to the Committee. Major problems with the mall are the damage being caused by tree roots, lifting of the pavement and the resultant insurance claims for pedestrian trips and falls. The Committee requested that they be kept informed of the progress of the project and that Council investigate options for providing variation in the new paving to show the path of the previous road.

7. THOMPSON SQUARE ALFRESCO DINING AREA

Mr C Daley advised that this matter had been discussed with the NSW Heritage Office in particular the need to formalise an application and approval from the Heritage Office and its important social and economic benefit to Windsor. The project has primarily been delayed due to difficulties in formulating a design appropriate to the heritage significance of the area.

8. 34 INALLS LANE, RICHMOND

The Committee was advised that the owner's consultant had given Council an undertaking to submit and development application for the unauthorised landfill by 26 May 2000. The Committee requested that Council act on the full extent of unauthorised landfill and structures on the property.

9. 8-10 MILEHAM STREET, WINDSOR

A letter from Ms Val Males addressing the concerns of the owner of 8 Mileham Street, Windsor was tabled. The letter detailed a proposal by the RTA and DLWC to demolish this residence for the purposes of providing a second road crossing of South Creek for flood evacuation purposes. The Committee received the letter.

10. HERITAGE STUDY REVIEW BRIEF

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The Committee was advised that the NSW Heritage Office had approved the brief subject to a number of changes. The Committee generally adopted the proposed changes. The brief is to be reported to Council for adoption.

11. INTERIM HERITAGE ORDERS

The recently amended Interim Heritage Order provisions of the NSW Heritage Act 1977 were presented to the Committee. The Committee requested a further report on the process required to obtain from the Minister of Urban Affairs and Planning authority for Council to make interim heritage orders. The Committee also requested a report on the effect of Section 79(C) of the Environmental Planning and Assessment Act 1979 with respect to considering development applications relating to items of heritage significance.

12. HERITAGE ADVISOR UPDATE

Mr P Pleffer gave a summary of some recent matters investigated by Jyoti Somerville. These included providing advise on development applications relating to 39 Bells Line of Road, North Richmond and Springhill Barn, Beddeck Street, McGraths Hill, and inspecting St Peters Anglican Church, Richmond and the Old Presbyterian Cemetery, Cnr Dight and Jersey Streets, Richmond.

Councillor D Finch retired from the meeting and Graham Edds was elected chairperson.

13. GENERAL BUSINESS

13.1 Wilberforce School of Arts, Wilberforce

Diane Campbell advised that Jyoti Somerville had provided advice to Council re the external colour scheme and that the Wilberforce School of Arts Committee had provided input into the colour scheme for the building's interior.

13.2 Hawkesbury Branch of the National Trust

Graham Edds advised that the Hawkesbury Branch of the National Trust had expressed interest in having a representative on the Heritage Advisory Committee. The Committee requested that this request be put in writing.

13.3 Breast Screening Clinic, Richmond Park

Concern was raised that the Committee's view regarding the breast screening clinic had been misinterpreted. The Committee reiterated its previous view that they believed Richmond Park was a good location for the clinic however its location within the Park need to take into consideration the heritage significance of the Park.

14 NEXT MEETING

The next meeting of the heritage Advisory Committee will be held on Thursday 8 June

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2000.

The meeting closed at 8.40pm

oooO END OF REPORT Oooo

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Local Traffic Committee - 19 May 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 of Asset Services & Recreation
Mr T Shepherd, Administrative Officer, Asset Services & Recreation

1 Minutes

1.1 Minutes of the meeting held on 28 April, 2000 were confirmed.

2 Business Arising from Previous Minutes

2.1 *Percival Street/Cupitts Lane/Cornwallis Road, Richmond - B-Double Route Application - Lowlands Lawn Turf Pty Ltd.*

Application by Lowlands Lawn Turf Pty Ltd for classification of Percival Street/Cupitts Lane/Cornwallis Road, Richmond as a B-Double route associated with cartage of turf.

Report

- 1 Percival Street from Richmond Road to the RAAF entrance is an approved B-Double route. Whilst a B-Double vehicle is expected to be able to negotiate the Percival Street/Cupitts Lane intersection, it is doubtful if the Cupitts Lane/Cornwallis Road intersection will be able to be negotiated with safety due to the narrow pavement width at this location;
- 2 Deferred from the meeting held on 28/4/2000 pending investigation of turning circle radii and issues related to sight distance.
- 3 During an on-site inspection on 17/5/2000, a B-Double was observed turning from Cupitts Lane west onto Cornwallis Road.

The vehicle required the full width of the Cornwallis Road carriageway to negotiate the intersection, brushing vegetation bordering the northern side of the intersection;

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- 4 Standing on Cupitts Lane, the following sight distances exist along Cornwallis Road:
 - a. East - 80 metres (Vegetation is wholly within private property)
 - b. West - 100 metres
- 5 The speed limit on Cornwallis Road is 100 km/h (no signposted speed limit/no streetlighting) and 80km/h on Cupitts Lane;
- 6 At 100km/h, 150 metres braking distance is required;
- 7 Irrespective of the speed limit on Cornwallis Road, any approval given by Council to the practice of crossing to the wrong side of the road to negotiate an intersection would place Council in an invidious position should an accident occur.

Recommendation

That the application by Lowlands Lawn Turf Pty Ltd for classification of Percival Street/Cupitts Lane/Cornwallis Road, Richmond as a B-Double Route be refused on the basis of non-compliance with "Route Assessment Guidelines for B-Doubles and Road Train (1998)" (RTA) due to the inability to negotiate the intersection of Cupitts Lane/Cornwallis Road without crossing to the wrong side of the carriageway, however, other alternatives be investigated.

2.2 Lots 3-5, DP 749170 Groves Avenue, Mulgrave - Development Application MA584/00

Mrs N Baker, Town Planner, Mr G Hunt, Traffic Consultant and Mr R Pont, applicant's representative joined the meeting in relation to this matter.

Development application providing for a tavern and two (2) restaurants with access from Groves Avenue and providing for 188 car parking spaces.

The traffic report submitted by the applicant concluded:

- 1 the proposed parking provision is considered appropriate;
- 2 access, internal circulation and servicing arrangements are considered appropriate;
- 3 the surrounding road network will be able to cater for the traffic generated by the development.

Report

- 1 Deferred from the meeting held on 28 April, 2000 pending receipt of comment from State Network Services, Roads & Traffic Authority and the applicant submitting additional information regarding:
 - (a) analysis of the right turn bay in Windsor Road including the queue length;

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- (b) extension of the peak hour times from 4.00pm to 7.00pm, as the peak period used was not considered satisfactory; and,
 - (c) clarification of the delay times predicted in the report.
- 2 Comment by the State Network Services, Roads & Traffic Authority will be submitted at the meeting;
- 3 The applicant has submitted the following additional information:
- (a) *We have previously prepared a traffic report, dated March 2000, to support the development application. That report was based on traffic counts undertaken on Friday from 4.00pm to 10.00pm. The two hours selected for analysis were 5.00 to 6.00pm and 8.00 to 9.00pm.*
 - (b) *Figure 1 shows traffic movements for the following hours:*
 - *4.00pm-5.00pm*
 - *5.00pm-6.00pm*
 - *6.00pm-7.00pm*
 - (c) *As can be seen from this figure, two-way (sum of both directions) hourly traffic flows are as follows:*
 - ***Windsor Road***
 - *north of Groves Avenue, some 1585, 1520 and 1520 vehicles in the three respective hours;*
 - *south of Groves Avenue, some 1735, 1690 and 1600 vehicles in the three respective hours;*
 - ***Railway Road North***
 - *north of Groves Avenue, some 240, 210 and 40 vehicles in the three respective hours;*
 - *south of Groves Avenue, some 35, 30 and 5 vehicles in the three respective hours;*
 - ***Groves Avenue***
 - *west of Windsor Road, some 300, 270 and 180 vehicles in the three respective hours;*

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- *east of Railway Road North, some 235, 215 and 45 vehicles in the three respective hours.*
- (d) *The operations of the intersections have been analysed using the INTANAL program for the three hours between 4.00pm and 7.00pm.*
- (e) *The INTANAL analysis for the Windsor Road/Groves Avenue intersection found that the right turns out of Groves Avenue (the longest delays) have average delays of some 15 to 25 seconds during the afternoon peak three hour period. This represents Level of Service B, which is a reasonable level of service.*
- (f) *The INTANAL analysis for the Groves Avenue/Railway Road North and Groves Avenue/McDonalds access intersections found that all movements have average delays of less than 15 seconds during the afternoon peak three hour period. This represents level of Service A/B, which is a good level of service.*
- (g) *An average delay of 25 seconds means that some vehicles will be delayed longer, up to some 50 seconds, whilst some vehicles will have shorter delays, some 10 seconds. This range of delays applies to vehicles turning right out of Groves Avenue into Windsor Road.*
- (h) *The INTANAL analysis estimates average delays of some 10 to 15 seconds for vehicles turning right into Groves Avenue from Windsor Road. Hence, some vehicles may be delayed for up to some 30 seconds.*
- (i) *These estimates have been confirmed by observations of traffic conditions during the afternoon peak period. These observations found that the queue length for vehicles turning right into Groves Avenue from Windsor Road was some 1 or 2 vehicles.*
- (j) *As noted in our previous traffic report, during the afternoon peak period, the proposed development will generate some 100 vehicles per hour two-way (sum of inbound and outbound).*
- (k) *The operations of the intersections have been re-analysed using INTANAL. With the **additional development** traffic, the INTANAL analysis for the Windsor Road/Groves Avenue intersection found that the right turns out of Groves Avenue (the longest delays) will have average delays of some 15 to 25 seconds during the afternoon peak three hour period. This represents level of Service B, which is the same as today. This is a reasonable level of service.*
- (l) *With the additional development traffic, the INTANAL analysis for the Groves Avenue/Railway Road North and Groves Avenue/McDonalds access intersections found that all movements will have average delays of less than 15 seconds during the afternoon peak three hour period. This represents*

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Level of Service A/B, which is the same as today. This is a good level of service.

- (m) *With the additional traffic, the estimated average delays for vehicles turning right into Groves Avenue from Windsor Road would continue to be some 10 to 15 seconds per vehicle. Queue lengths for this right turn would be some 2 to 3 vehicles.*

- 4 Mr D Lamont advised that State Network Services, Roads & Traffic Services had no objection to the proposed development.

Recommendation

That no objection be held to the development, however, that the applicant be advised that in view of possible future upgrading of Windsor Road and Groves Avenue that ingress and egress to the development may be restricted.

Mrs Baker, Mr Hunt and Mr Pont retired from the meeting at this stage.

3 Correspondence

3.1 Blacktown-Richmond Road, South Windsor - Sea Gull Treatment - Roads & Traffic Authority 248/R Pt 03

QWN 5.4, Local Traffic Committee, 18 February, 2000, The Hon K Rozzoli - in response to representations regarding difficulty undertaking the right turn manoeuvre from the Northern Road onto the Blacktown - Richmond Road due to lack of an east-bound merge lane, the Committee resolved that the Roads & Traffic Authority be requested to investigate this matter.

Correspondence dated 28 April, 2000 has been received from the Authority advising:

"Crash listings available to the RTA show that of the ten reported crashes in the five years to the 30 June, 1999 at this junction, six involved vehicles turning right out of The Northern Road impacting with westbound traffic on Richmond Road and none impacting with eastbound traffic. Investigation of the site has shown that any possible improvement to the merging manoeuvre eastbound would require a significant road widening to provide a merging lane. At the present time the Authority does not have any proposals in its current programme of works to improve this intersection.

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As Council is aware in assessing the many road safety projects worthy of support, the RTA must allocate funds on an objective priority basis. This is particularly so given the number of sites throughout the Sydney region where warrants have been established for intersection improvements to ensure that the limited funds available are invested in the most effective manner."

Recommendation

That the information be received and a site inspection be carried out at an appropriate time.

3.2 Putty Road, East Kurrajong - Speed Restriction - Roads & Traffic Authority 1927/R Pt 04

In response to the Committee's prior resolution, advising that consideration of the reduction of the speed limit on Putty Road, East Kurrajong in the vicinity of Teale Road from 100 km/h to 70km/h is held in abeyance pending completion of the Authority's policy review in relation to speed limits.

Recommendation

That the information be received.

4 Reports

4.1 Old Sackville Road, Wilberforce -- Regulatory Signage -- Hawkesbury City Council 1514/R Pt 02

Representations by the Occupational Health & Safety Committee, Hawkesbury City Council seeking installation of "No Parking" regulatory signage on the northern side of Old Sackville Road, Wilberforce adjacent to the Operations Depot due to restricted sight distance caused by parked vehicles on exit from the Operations Depot.

Report

- 1 This problem allegedly relates to both the main driveway to the Operations Depot and the western driveway to an adjoining carpark west of that main driveway; this adjoining carpark is primarily staff carparking;
- 2 Notwithstanding the requirement to enter the carriageway with care, it is recognised that sight distance problems could exist should vehicles be parked between the main driveway and the western driveway to the adjoining carpark;
- 3 Equally, proximate parking should be available to the public having business within the Operations Depot.
- 4 Due to the locality, it is unlikely that any regulatory signage would be actively enforced.

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Recommendation

That “No Parking” regulatory signage be erected on the northern side of Old Sackville Road, Wilberforce at the following locations over the distances specified:

- (a) immediately west of the western edge of the main driveway to the Operations Depot -- six (6) metres; and,
- (b) immediately east of the eastern edge of the western driveway to the staff carpark -- six (6) metres.

5 Questions Without Notice**The Hon K Rozzoli**

- 5.1 Advised of representations received regarding several accidents on Oakville Road, Oakville in the vicinity of Wolseley Road.

Recommendation

That this location be investigated.

- 5.2 Advised that further representations had been received regarding installation of a load limit on Wallace Road, Vineyard.

Mr C Daley advised that traffic counts undertaken in May, 1999, December, 1999 and March, 2000 indicated no appreciable increase in heavy vehicles using Wallace Road sufficient to warrant installation of a load limit.

Recommendation

That no further action be taken regarding installation of a weight restriction on Wallace Road, Vineyard and in view of substantial investigation revealing no appreciable change to warrant such weight restriction that no further investigation be undertaken at the present time.

Mr D Lamont

- 5.3 Advised of need for linemarking on Boundary Road, Vineyard in the vicinity of Windsor Road.

Recommendation

That edge line and centre line marking be installed on Boundary Road from Windsor Road to Old Pitt Town Road.

Sen Constable L Gearside

ORDINARY MEETING Reports of Committees

- 5.4 Advised 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.

Mr T Shepherd advised that this matter is currently under investigation in response to prior representations.

Recommendation

That the information be received.

Councillor P Davies

- 5.5 Advised of representations received regarding the inability of buses to negotiate the intersection of Mahons Creek Road and Springwood Road, Yarramundi.

Mr C Daley advised that this matter was currently under investigation with view to appropriate works being undertaken in the new financial year.

6 Next Meeting

The next meeting of the Local Traffic Committee will be held at 10.00 am, 16 June, 2000.

Meeting terminated at 11.30 am

oooO END OF REPORT Oooo

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Hawkesbury Sports Council Inc. Management Committee Meeting - 25 May 2000

The meeting was declared open at 7.30 pm

Present: D. Bertenshaw, D. Thomas-Insch, J. Peare, L. Sheather, T. Mackey, S. Lowe, C. Eilbeck.

Also Present: D. Tait (Staff), R. Morphett (Staff).

Apologies: J. Scott, G. Banting.

Minutes of Previous Meeting:

Resolved by D. Thomas-Insch seconded by J. Peare

That the minutes of the previous meeting accepted as a true record.

Business Arising from Previous Minutes:

Cleaning Cost: Still outstanding.

Brinsley Drain: Work is completed.

Colbee DA: A meeting to be arranged with Senior Staff re commencement of works.

Colonial DA: Ongoing, further information requested & provided.

Finance:

Clr. Sheather declared an interest in cheque no. 102101 and D. Thomas-Insch declared an interest in cheque no. 102100

Resolved by S. Lowe seconded by L. Sheather

That the finance report be accepted.

Correspondence:

Resolved by S. Lowe seconded by J. Wellington

That the correspondence items 15879 to 15934 be received as per detailed breakdown provided at the meeting and available on request.

Correspondence Items Discussed:

15926 Richmond Community Services - sponsorship request.

Resolved by L. Sheather seconded by J. Peare

That the Sports Council provide sponsorship in kind, such as grounds, facilities and any other assistance required.

15934 Hawkesbury Valley Rugby Club - response to usage complaint during ground closure.

Resolved by L. Sheather seconded by J. Peare

That the club be advised that during a blanket closure all grounds are closed.

Late Items:

15958 Sydney Cricket Association - ground congratulations letter.
(received)

ORDINARY MEETING Reports of Committees

Hawkesbury City Netball - reimbursement request for tree barrier & plan cost.

Resolved by C. Eilbeck seconded by D. Thomas-Insch

That a letter be forwarded to HCNA advising that we will look into both issues and contact them at a later date.

HCC Report:

Provided by Administrator in G. Banting's absence.

Budget:	Ongoing - HCC meeting 26th June.
Administrators Contract:	Ongoing.
Motor Vehicle:	HCC to obtain quotes.
Outstanding invoices:	EFT payment made to our bank account.
Section 94:	HCC ordinary meeting - 26th June.
Rifle Range Rd Funds:	Available funds to be advised.
Icely Amenities Upgrade:	Ongoing - in Section 94 review.
Woodlands Amen Upgrade:	Ongoing - in Section 94 review.
Kemsley Toilets:	Ongoing - in Section 94 review.

Resolved by J. Peare seconded by C. Eilbeck

That the report be accepted.

Clr. Sheather:

Power Boats:	Noise submission from HCC has not been received as yet.
HCC Meeting:	Copy of funding resolution provided for our records. Copy of motor vehicle resolution provided for our records.
Park Ranger Manual:	Draft copy provided for our perusal.
Delegates meeting:	Administrator to advise Western Sydney Academy of Sport of new date as they wish to do a presentation at the meeting.
Disabled Sports Council:	Contact number to be provided to Administrator.
WSAS Sports B/fast:	To be held at Rooty Hill RSL Club, local contacts to be provided to Academy.

Resolved by J. Peare seconded by T. Mackey

That the report be accepted.

Office Report:

External Committees of HCC:

Resolution from HCC Ordinary Meeting 9th May, 2000

“Hawkesbury Sports Council Inc. having been delegated by Council responsibility for the “care, control and management of the active sporting fields” of the City on an ongoing basis is not to be required to operate on the basis of funding in arrears given the Sports Council’s current planning and acquittal processes”.

At the request of the executive, a letter of appreciation has been forwarded to Council.

Invitations Received - March:

Hawkesbury Grade Cricket (Fri 12th May), Hawkesbury District Cricket Snrs (Sat 13th May), Pollie

ORDINARY MEETING Reports of Committees

Pedal 2000 (Thurs 18th May), Western Sydney Academy of Sport (Sat 20th May), Hawkesbury District Cricket Jnrs (Sun 21st May) and North Richmond Cricket Club Jnrs (Fri 26th May).

GST - ABN:

We have obtained our ABN & GST registration number and a copy has been forwarded to HCC.

Office Position:

16 applications were received, shortlisted by a selection committee and ratified by the President David Bertenshaw. Interviews were then held with a selection panel of Kerrie Watterson (HCC), D. Thomas-Insch (HSC Executive), J. Wellington (HSC Committee) and D. Tait (Administrator). The successful applicant based on Sports Council's specific needs, ratified by the Executive and following a pre-employment medical clearance was Rosslyn Morris who will join us on Monday 5th June.

Vandalism - March:

Bounty Reserve	- tried to burn down the amenities building.
Colonial	- burnt out car also burnt pine log fencing around building.
Woodlands	- threw tyres around and did wheelies on ground 1.
Berger	- emptied rubbish bins around grounds.
Breakaways	- car through fence, severe ground damage.
Colbee Park	- weekly problems with large gatherings there on weekend nights.

Water Accounts:

All grounds are to be assessed, usage on many grounds has increased by 80%, irrigation systems and Cloudmaster sensors require checking.

Vaulting Club:

A request for information regarding this club has been forwarded and following a call today it appears that we were all correct. **It is gymnastics on both wooden & real horses!.** The secretary has advised a response will be sent shortly.

Hawkesbury Softball:

The State Under 16's Titles are to be held at Bensons Lane on Friday to Sunday 26th to 28th May.

Red Shield Charity Softball Event:

Was held at Bensons Lane Softball Grounds on Sunday 21st May, as all proceeds are going to the Salvation Army Red Shield Appeal, no ground hire fee was charged (with approval of the Executive).

Staff Holidays:

Rod Morphett was granted holidays from Monday 15th May to Friday 19th May. Administrator requests leave from Monday 19th June to Friday 23rd June.

Resolved by J. Peare seconded by C. Eilbeck

That the administrators leave request be granted.

General Business:

ORDINARY MEETING Reports of Committees

a) Cloudmaster Systems:

Resolved on the motion of T. Mackey seconded by C. Eilbeck

That discussions be held with HCC regarding us having access to cloudmaster controls.

b) Capital Works Programs - Section 94 Projects:

Resolved on the motion of J. Peare seconded by S. Lowe

A report be provided to the next meeting regarding the process of hiring consultants to progress works.

Resolved on the motion of L. Sheather seconded by S. Lowe

That a consultant's quote be obtained for the Colbee Park project.

c) Meeting dates:

Resolved on the motion of T. Mackey seconded by D. Thomas-Insch

That the Sports Council meetings be moved to the second Thursday in each month, following discussions with others concerned as to their availability.

d) Hawkesbury Dog Agility Club:

Resolved on the motion of S. Lowe seconded by J. Peare

That the club be advised that the fee for the proposed 8 day event at Tamplin Field will be 50% of the normal casual hire rate.

Meeting closed 9.30 pm

Next meeting date Friday 16th June

oooO END OF REPORT Oooo

ORDINARY MEETING Reports of Committees

Friends of the Hawkesbury Art Collection Inc. - 1 June 2000

Committee Room of Council Chambers, Windsor at 7.30pm.

PRESENT: Clr. R. Stubbs (President) in Chair, Clr. Paul Rasmussen, Judy Newland, Bill Wells, Sheila Sharp, Claire Luland, Margaret Ginnings, Tony Hook (treasurer), Lorna Hatherly, Enid Colquhoun.

MEMBERS/VISITORS: Beryl Wells, Michael Ginnings, Laurie Wood, Roslyn Marks, Jim Marks.

APOLOGIES: Prue Charlton, Clr. D. Finch, Clr. J. Woods, G. Hansell (Vice-President), Brian Jones.

MINUTES OF PREVIOUS MEETING:

Minutes of the Special Meeting held on 4th May, 2000 were read and adopted on the motion of Clr. P. Rasmussen, seconded by Tony Hook.

Minutes of the General Committee meeting held on 4th May 2000 were read. It was requested that two corrections be made to these Minutes:

- (1) That the amount of \$900 included in Item 4 be amended to \$400, the latter being the figure decided on at that meeting.
- (2) That the name, T. Kenland, in Item 6, be deleted and the correct name J. Newland be recorded.

Moved by Tony Hook, seconded by Clr. Rasmussen that the Minutes be approved with the two itemised alterations noted. Carried.

BUSINESS ARISING FROM APRIL MEETING:

1. **HAWKESBURY ART TOUR:**

The agenda states "that arrangements for the 'Hawkesbury Art Tour' are proceeding on time and under budget. Production of the signs has commenced. Members might like to start thinking about how they would like to see the tour launched (budget allocation is \$3,000.00 for promotion and launch.)"

Margaret Ginnings asked who was designing the tour booklet and would any artwork be included and if so who was doing the artwork? President Stubbs replied that Prue Charlton would be involved in the production and that the artwork was probably not yet completed. As Brian Jones and Greg Hansell were not at the meeting it was suggested that the Committee wait until the next meeting for further information. President Stubbs, in answer to a further question, stated it was not yet known in Council would be printing the booklet.

ORDINARY MEETING Reports of Committees

2. TOURISM HAWKESBURY WEBSITE:

Clr. Paul Rasmussen informed the meeting that progress towards a FOHAC WebPage is currently delayed, owing to the fact that Tourism Hawkesbury is switching to a local designer. The Sub-Committee will meet again soon.

3. CLINT COLLECTION:

Further Acquisitions. Margaret Ginnings apologised for not having yet been to Canberra in order to visit Julian Clint, but said that progress is continuing towards the visit.

Margaret has been in contact with Jan Stone and will meet with her next week. Draft of the wording written for Certificate of Appreciation to Julian Clint was tabled for Committee's approval. This was accepted.

4. FROM THE MOUNTAINS TO THE SEA EXHIBITION:

Sheila Sharp reported that approximately 80 people attended the opening night. Attendances on both Sundays were considerably higher than during the week which latter factor was attributed to the misplacement of information forward to the local paper (Gazette) on May 2nd, 2000. During the overall exhibition period well over 200 people attended.

Margaret reported that copy re the exhibition was submitted to Hawkesbury Gazette prior to opening date but that it was not printed. Late in the exhibition, journalist, Gail Knox and a photographer conducted an interview with FOHAC members on duty at the Creative Arts Centre. Gail Knox stated that the submitted article had been found in the computer's 'Recycle Bin'. Margaret (as acting Publicity Officer) spoke with the Gazette's Editor Paul Roberts regarding the situation.

Margaret also stated she was very disappointed by the poor standard of printing apparent in the catalogue ie layout and printing. She had spoken to TC regarding this.

Sheila Sharp reported that the raffle conducted prior to and during the course of the exhibition resulted in \$700, after costs were deducted. Full details of costs have not yet been received and the Treasurer is to present details at the July meeting. The meeting was in agreement that the Treasurer should reimburse those who had paid out expenses in connection with staging the exhibition, before preparing his statement for the July meeting. Names of the prizewinners were given to the Gazette for publication June 30th 2000.

The President, Clr. Stubbs, thanked everyone for the enormous amount of work put into the exhibition. In particular he mentioned Michael Ginnings and Brian Jones and said he was most impressed by the number of Councillors (7) who attended. He considered that the exhibition was a timely and well-worth while exercise.

Clr. Stubbs stated he was also very impressed by the long-term efforts of FOHAC and hoped that FOHAC will shortly see positive results for all the hard work. A report from the General Manager will be going to Council on June 13th. Margaret Ginnings asked if, before that report goes to Council will there be a meeting with FOHAC and the Museum Committee and when will we be informed the date of this meeting. President Stubbs replied that Council needs to resolve when to do this.

ORDINARY MEETING Reports of Committees

5. **HAWKESBURY SHOW REPORT:**

Tony Hook stated that FOHAC had a small stand in the Hawkesbury City Council tent, which displayed brochures and Sheila Sharp 'ran-up' a large sign that was placed in an ornate gilt frame - loaned by Brian Jones - since one of the City Collection works was not available to us this year on the grounds of security, possible dust pollution etc. The display was attended at all times, but was strongly disadvantaged by the presence of a police bike right next to our stand. Consequently, there was very little interest in our display. If a painting of some local landscape or other local subject could have been on display we would have claimed more attention. Some raffle tickets were sold. Tony expressed the view that our efforts were wasted and said that the Historical Society felt likewise. He acknowledged the assistance given by Sheila and Brian for the setting up, thanked those members who 'manned' the stand and also Council staff who were helpful. Full report attached. Margaret Ginnings observed that at previous shows we had a very different response - we had the model of the old hospital site last year - this year we did not have the same message to push. Claire Luland commended the work done by all those on roster.

Tony congratulated members Yvonne West and John Shields who both had success with their works in the Art Section at the Show.

6. **PROPOSED EXHIBITION OF WORKS BY ARTISTS WITH DISABILITIES:**

Enid Colquhoun advised that the information shown to Prue Charlton some time ago and handed back to Enid related to a group whose workshop is at West Pymble and therefore probably not as appropriate for us to become involved with as much as may be the case with people in the Hawkesbury Valley. No further action at this time.

7. **PROPOSED STREET STALL, June 17th:**

Plans in progress.

8. **CASH & CARRY ART EXHIBITION:**

The meeting was advised that Hawkesbury Creative Art Centre might be available for the long weekend in October. Sheila Sharp will consult with Brian Jones re the proposed date and will discuss with sub-committee.

Moved by Tony Hook, seconded by Clr. Paul Rasmussen that we proceed with the 'Cash & Carry' Exhibition, setting up on 27th October, 2000 with opening night on 28th, concluding Monday 30th October, 2000, taking down on 31st October, 2000.

9. **GST:**

Report by Treasurer, Tony Hook, who attended a seminar on the GST accompanied by Margaret Ginnings and Judy Newland, was given in full detail to the meeting. See attachment. There was considerable discussion in consequence.

Moved by Tony Hook, seconded by Clr. Paul Rasmussen that FOHAC registers for GST and apply for its own ABN number. Carried.

ORDINARY MEETING
Reports of Committees

10. **TREASURER'S REPORT:**

The Treasurer submitted his report and requested that the report be accepted and that accounts as listed be passed for payment;

Rent: - Creative Arts Centre	\$40.00
Brian Jones (paper, ribbon, glue for presentation gifts)	\$21.40

FINANCIAL STATEMENT			
For the month ended 15th May, 2000			
Donation Account		\$145.06	
Petty Cash		50.00	
Grant (Balance)		15,693.20	
General Account		197.50	
IBD		5,221.16	(Matures 15th each month)
IBD		5,454.70	(Matures 19th Sept. 2000)
Balance Brought Forward:		\$18,504.28	
+ Income		470.00	
- Expenses		3,084.03	
Total Carried Forward:		\$15,890.25	
Note: Cheques issued in April against the Grant money were not accounted for in the APRIL, 2000 Financial Statement. They are included in the expense figure for May. They total \$1,365.00.			
INCOME:		EXPENSES:	
Membership	\$300.00	Bank Fees	\$2.55
Raffle	170.00	Rent	40.00
		Petty Cash	44.50
		Exhibition Fees	650.18
		Grant	2,306.80
		Library	40.00

Seconded by Claire Luland. Carried.

It was agreed that the Treasurer should withdraw \$100.00 from the Donations Account and \$600.00 from the IBD that matures on June 15th in order to reimburse Clr. Rasmussen for his loan of \$700.00 which enabled purchase of the Arthur Murch drawing.

During the recent exhibition a cheque for \$80.00, made out to GIO for insurance cover was returned to us by an assistant at The Creative Arts Centre. As Mrs. Molly Hulbert is not in good health at present it has not been possible to ascertain whether or not the amount is still payable.

11. **CORRESPONDENCE:**

Incoming: A letter from Mr. Alan Cadman, regretting inability to attend the opening night of 'From the Mountains to the Sea' Exhibition.
Accepted.

ORDINARY MEETING Reports of Committees

12. **MEMBERSHIP:**

The following applications for membership were tabled;

Ms. Diana Lee-Gobbitt, Church Street, Windsor. (12 months)

Mrs. Roslyn Marks, PO Box 106, Kurrajong Heights. (Life member)

Mr. Jim Marks, PO Box 106 Kurrajong Heights. (Life member)

Moved by Clr. Paul Rasmussen seconded by Tony Hook that the applications be accepted.

President Stubbs welcomed all three people to FOHAC.

13. **GENERAL BUSINESS:**

13.1 Discussion re Carnivale Parade, September 2nd, 2000. Agreed that FOHAC should support this event and enter a float. Clr. Paul Rasmussen offered the use of his truck and said a driver could be arranged. A sub-committee comprising Tony Hook, Claire Luland & Sheila Sharp will meet at the street stall on June 17th to discuss event.

Moved by Claire Luland, seconded by Paul Rasmussen that we participate in the Carvival Parade. Carried.

13.2 NSW Parliamentary Library. Margaret Ginnings, during a visit to the Library with other local people, spoke with Rob Brian, Parliamentary Librarian and learned that the Library had copies of "Art in Australia" which are later given away. Margaret told him that FOHAC would be very interested in receiving them. Margaret suggested that our Executive Office, Prue Charlton be asked to write to Rob Brian and ask that we be considered as FOHAC is building up a considerable collection of art related publications.

13.3 POSSIBLE FUTURE ACTIVITIES: Art Lecture: Margaret Ginnings spoke with Ada Clark (whose large water colour 'Grose Valley' is in the City Art Collection.) Mrs. Clark would be willing to give a lecture and suggested either early July or August (a Monday or Tuesday evening being most suitable for her.) Margaret Ginnings will contact Ada Clark to ask if Monday 7th August 2000 would be possible. Lorna Hatherly has kindly offered accommodation for Mrs. Clark, who said there would not be a fee charged for the lecture but as she will be driving from Millthorpe she will bring some of the paintings & prints which will be for sale. Venue for the event, possibly CWA Hall, Richmond.

13.4 2001 Heritage Committee: Margaret Ginnings asked if FOHAC would consider holding an exhibition to participate in the 2001 celebrations. Margaret has been informed by Ted Books (2001 Chairman) that our involvement would provide State wide publicity via the 2001 Events Calendar. The exhibition would be for some time during the Federation year. Moved by Paul Rasmussen, seconded by Margaret Ginnings that we hold an art exhibition late February or early March, 2001 as a Federation event and that we register with 2001 Hawkesbury Heritage Committee. Carried.

Moved by Tony Hook, seconded by Clr. Paul Rasmussen we pass on to the Heritage Committee the willingness of this group to assist.

President Rex Stubbs clarified that 'The Spirit of the Hawkesbury' is a community art project, which is being organised as part of the Federation celebrations.

ORDINARY MEETING Reports of Committees

13.5 MTAS. Sheila Sharp expressed the thanks of The Macquarie Towns Arts Society to FOHAC for making its membership list available to the society.

Sheila made reference to a conversation recently between the MTAS President and a Council staff member re the relocation of MTAS to the Old Hospital site. Clr. Stubbs replied that that particular officer has not been involved with the negotiations and that there is no plan to relocate MTAS to the site.

13.6 New acquisition: The pastel drawing “The Rowe Sisters” by ARTHUR MURCH, recently purchased from the von Bertouch Galleries, Newcastle, for FOHAC’s Collection, was shown to the meeting.

13.7 Reprint of rules: Margaret Ginnings asked if a reprint of the FOHAC Rules - including the recent change - had been done yet. Tony Hook said he would take this up with Executive Officer, Prue Charlton.

The meeting closed at 10.10 p.m.

Next meeting, July 6th, 2000.

oooO END OF REPORT Oooo



**ordinary
meeting**

end of paper