Hawkesbury City Council

ordinary meeting business paper

date of meeting: 8 April 2003

location: Council Chambers

time: 7.00pm

ITEM	SUBJECT	PAGE

AGENDA

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AGENDA

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

Report of the Meeting of the General Purpose Committee held at the Council Chambers, Windsor, on 25 March 2003, commencing at 9.10am.

PRESENT: Councillor R P Stubbs, Mayor and Councillor 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 and L A Williams, and.

Apologies for absence were received from Councillors C J Woods and G J Gilling.

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

Councillor Finch arrived at the meeting at 9.12am
Councillor Allan arrived at the meeting at 10.10am
Councillor Williams left the meeting at 11.35am
Councillor Calvert left the meeting at 11.45am
Councillor Davies arrived at the meeting at 11.58am

RESOLVED on the motion of Councillor Rasmussen and seconded by Councillor Sheather that the Minutes of the General Purpose Committee Meeting held on the 25 February 2003, be confirmed with the following amendment to “Questions Without Notice”:

3. “*not the Hawkesbury River*” to be replaced with “*not in the Hawkesbury LGA*”.

The following recommendations were passed as resolutions of the Committee:

SECTION 1 - ENVIRONMENT

21: Community Title Subdivision of Lot 2 DP235988, Lot 9 DP221443, Lot 1 DP441814, Lot 8 DP224561, Lot 1 DP553099, and Lot 1 DP 945888, Greggs Road and Patterson Lane, Kurrajong (DA1168/02/EVD/ENC25NAX.V06)

Mr Brian McKinlay, proponent, addressed the Committee

COMMITTEE’S RECOMMENDATION

That:

A. Council support the applicant's objection under State Environmental Planning Policy No.1 to the provisions of Clause 11 (2).

B. The application 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 submitted with the application 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. No excavation or site works shall be commenced prior to the issue of the Construction Certificate.

4. Compliance with Department of Land and Water Conservation's General Terms of Approval dated 6 November 2002 and NSW Rural Fire Services letter dated 31 January 2003.

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.

5. The submission of engineering designs and calculations covering all works required by this consent.

6. The submission of a satisfactory soil and water management plan (SWMP) prepared in accordance with the State Government guidelines titled "Managing Urban Stormwater: Soils and Construction (1988)".

7. Submission of proof of the payment of the Building Industry Long Service Levy where the value of civil works exceeds $25,000.00.

8. Submission to and approval by Hawkesbury City Council of an "Application to Install a Sewage Management Facility" for the proposed sewage management facilities.

Prior to Commencement of Works

9. Submission to Hawkesbury City Council of any necessary approvals/authorities required by NSW Fisheries, Department of Land and Water Conservation and NSW Rural Fire Service

10. Erosion and sediment control devices are to be installed and maintained until the site is fully stabilised in accordance with the approved ESCP or SWMP. In the absence of any approved

plan the work is to be in accordance with Council's Development Control Plan 1/94 - Soil Erosion and Sedimentation.

Note: Measures may include the installation of geofabric fencing, staked straw bale walls located on the contour down-slope of the construction, sediment detention basins, earthen contour banks and the like. The enclosed warning sign shall be affixed to the sediment fence/erosion control device at all times.

11. 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.

12. The applicant shall advise Council of the name, address and contract number of the principle certifier, in accordance with Section 81A 4(b) of the Environmental Planning and Assessment Act, 1997.

During Construction

13. All work must be carried out in accordance with the provisions of the Hawkesbury Development Control Plan - Appendix E.

14. Should any aboriginal site or relic be disturbed or uncovered during the construction of this development, all work should cease and the National Parks and Wildlife Service consulted. Any person who knowingly disturbs an aboriginal site or relic is liable to prosecution under the National Parks and Wildlife Act 1974.

15. The developer is responsible for full costs associated with any alteration, relocation or enlargement to public utilities whether caused directly or indirectly by this proposed subdivision. Such utilities include, but are not limited to, water, sewerage, drainage, power, communication, footways, kerb and gutter.

Prior to Issue of Subdivision Certificate for the Boundary Adjustment

16. A section 73 Compliance Certificate under the Sydney Water Act 1994 must be obtained. Application must be made through an authorised Water Servicing Coordinator, for details see the Sydney Water web site www.sydneywater.com.au\customer\urban\index or telephone 13 20 92.

    Following application a "Notice of Requirements" will be forwarded detailing water and sewer extensions to be built and charges to be paid. Please make early contact with the Coordinator, since building of water\sewer extensions can be time consuming and may impact on other services and building, driveway or landscape design.

The Section 73 Certificate must be submitted to the Principle Certifying Authority prior to release of the linen plan/occupation of development.

17. 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.

18. Submission of a Certificate from an approved telecommunications provider that satisfactory arrangements have been made for the provision of cables for telephones through the subdivision.

19. The submission of the plan of subdivision, together with 4 (four) exact copies thereof, suitable for lodgement with the Registrar General.

20. Payment of a linen release fee of $206.60. This amount is valid until 30 June 2003.

Prior to Issue of Subdivision Certificate for the Community Title Subdivision

21. A section 73 Compliance Certificate under the Sydney Water Act 1994 must be obtained. Application must be made through an authorised Water Servicing Coordinator, for details see the Sydney Water web site www.sydneywater.com.au\customer\urban\index or telephone 13 20 92.

    Following application a "Notice of Requirements" will be forwarded detailing water and sewer extensions to be built and charges to be paid. Please make early contact with the Coordinator, since building of water\sewer extensions can be time consuming and may impact on other services and building, driveway or landscape design.

    The Section 73 Certificate must be submitted to the Principle Certifying Authority prior to release of the linen plan/occupation of development.

22. 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.

23. Submission of a Certificate from an approved telecommunications provider that satisfactory arrangements have been made for the provision of cables for telephones through the subdivision.

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	$18,893.00
(b)	Community Facilities	$26,720.00

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

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. The submission of the plan of subdivision, together with 4 (four) exact copies thereof, suitable for lodgement with the Registrar General.

26. Payment of a linen release fee of $878.05. This amount is valid until 30 June 2003.

27. The submission of all necessary restriction as to users, covenant and community management plan for approval of Hawkesbury City Council covering the constraints plan and recommendations contained in flora and fauna reports, effluent disposal reports and other documentation submitted with the application. The restriction as to users, covenants and community management plan are to alert owners that any development application for development which will generate more than 5 equivalent persons of waste water is to be accompanied by a feasibility study examining the capacity of the sewage management facilities to cater for the increased loading.

28. The dedication and full construction of the new roads including pathways and the drainage thereof in accordance with the Hawkesbury Development Control Plan.

29. 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 a provision that Lot 1 is not to be used for the purpose of erecting a dwelling or any other building.

30. The completion of all intersection works as proposed in Traffic Impact Assessment of Proposed Subdivision, Greggs Road and Pattersons Lane, Kurrajong, dated December 2000 prepared by Christopher Hallam & Associated Pty Ltd and works within Patterson Lane identified in letter from McKinlay Morgan & Associates Pty Ltd dated 2 April 2002, except as amended by works proposed in plan prepared by McKinlay Morgan & Associates Pty Ltd titled "Plan of Proposed Intersection Upgrade, Grose Vale Road and Patterson Lane", plan number 89617 E 10 dated 8 August 2002. Note the extension to Patterson Lane is to be dedicated as a public road and is not to be gated.

31. All works identified in the advices from Blue Mountains Wilderness Trust and the management plans for the fencing of Lot 1 are to be completed.

32. All works for the installation of the proposed sewage management systems are to be completed and a works as executed plan submitted to Hawkesbury City Council.

22: Modification to Proposed Library, Gallery, Commercial Premises and Cafe - 320 George Street, Windsor (1592/01//ENC25NAX.V01)

Mr Trevor Devine, respondent, addressed the Committee

COMMITTEE'S RECOMMENDATION

1. That Development Consent 1592/01 be amended as follows:-

Condition 1 now to read:

"To confirm and clarify the forms of this approval, the development shall take place in accordance with the plans submitted and amended by the Section 96(1A) application and modified by these further conditions."

ADDITIONAL INFORMATION

Council at its meeting on 10 December 2003 granted consent to the construction of the Library and Art Gallery building. In that report there was an analysis of the parking generated by the development and those proposed in the development.

Council's Development Control Plan does not have categories or specific parking requirements for libraries or art galleries. In terms of the commercial space, there is a category of one space per 30 square metres of gross floor area. The distribution of parking required was discussed in the report and concluded that the 56 spaces allocated to the Library, Art Gallery and community buildings would be sufficient to cope with demand for these buildings, given the fact that it is likely the Art Gallery's major function will be held at night when the rest of the building is vacated. The Library, in new configuration, would require 17 or 18 full time equivalent staff. This would leave 38 +of 40 spaces available for the public to visit either of these function areas.

The Development Consent was issued predicated on the design of the car park using the Australian Standard 2890.1/1993- Parking Facilities. Council's Development Control Plan does not use the Australian Standard and, indeed, does not allow the Australian Standard to be used in the design of car parking facilities. Again, this issue was referred to Council in the report on the development application. The changes proposed by the Section 96 request, in fact, increase the number of spaces and make them more accessible by the removal of the stack parking. It is considered that this is an improvement in the situation already determined by Council.

In relation to the issues of water depth in the carpark, required for detention, and water re-use will be reported as a supplementary item as they are in the process of being investigated.

23: Heritage Advisory Committee Meeting with Real Estate Agents to Discuss General Heritage Issues in Hawkesbury (GH020/003//ENC25NBX.V04)

Mr Trevor Devine, respondent, addressed the Committee

COMMITTEE'S RECOMMENDATION

That:

1. The information about the Heritage Advisory Committee meeting with real estate agents be received.

2. Council not proceed with sending the letter to the real estate agents as they will be targeted as part of the Heritage Communication Plan.

3. Real estate agents be advised of any new heritage items listed in the Hawkesbury Local Environment Plan.

24: Heritage Week 2003 - Program of Events (GH020/003/CSV/ENC25NCX.V03)

COMMITTEE'S RECOMMENDATION

That the information regarding Heritage Week 2003 be received.

25: Community Engagement in the New South Wales Planning System (79326/EVD/ENC25NCX.V05)

Mayor Stubbs declared an interest as he is president of the Hawkesbury Historical Society

Mr Neville Diamond and Mr Bill Sneddon, proponents, addressed the Committee

COMMITTEE'S RECOMMENDATION

That Council continues to develop its long term strategy on community consultation and that it seeks to adopt the Community Engagement principles as outlined in the PlanningNSW Community Engagement Handbook.

SECTION 3 - ORGANISATION AND RESOURCES

21: Monthly Financial Report - February (GF011/005/FNC/OGC25NAX.F05)

COMMITTEE'S RECOMMENDATION

That the information be received.

22: Lease of Shop 4 Hobartville Shopping Centre (GC283/003/CSV/OGC25NBX.C10)

124 RESOLVED by the Committee exercising its delegation as Committee of the Whole on the motion of Councillor Allan seconded by Councillor Conolly

That:

1. The premises be leased to Ms Bulkeley for the reduced rental of $7,020.00 (seven thousand and twenty dollars) per annum.

2. The Common Seal of Council be affixed to all necessary documents.

23: Processing Time - Applications for Access to Documents under Local Government Act, Section 12(6) (107/CSV/OGC25NBX.C09)

Mr Bill Sneddon, Mr Baricevic and Mr Neville Diamond, respondents, addressed the Committee

COMMITTEE'S RECOMMENDATION

That:

1. A. Mr Diamond be restricted to a 1 (one) hour interview with Council's Public Officer or representative per week with an appointment being made at a reasonable time prior to his arrival.

   B. Any such limitations cannot impede the statutory rights of the public to information (eg. under the Freedom of Information Act, the Local Government Act or the Environmental Planning and Assessment Act.)

2. That this determination is reviewable after 3 (three) months by the General Manager and, if refused, referred to Council.

24: Community Needs Report 2003/2004 (107/CSV/OGC25NBX.C06)

COMMITTEE'S RECOMMENDATION

That:

1. The Community Needs Report 2003-2004 be received.

2. The 46 (forty six) recommendations in the Community Needs Report 2003-2004 be adopted by Council for inclusion in the 2003-2004 Hawkesbury Social Plan.

25: Proposed Sales of 20 and 22 Fitzgerald Street, Windsor (GC283/042, GC283/031/CSV/OGC25NBX.C08)

Mayor Stubbs declared an interest as he is chairman of Friends of the Hawkesbury Art Collection

Mayor Stubbs vacated the chair and Deputy Mayor Conolly assumed the chair

COMMITTEE'S RECOMMENDATION

That:

1. The sale of 20 and 22 Fitzgerald Street, Windsor be deferred for a minimum period of 12 (twelve) months to allow time to find alternative premises for the Hawkesbury Creative Arts Centre.

2. A local real estate agent be engaged to sell the property by Public Auction in accordance with Council's current policy.

3. The current tenants of both properties be advised of Council's intention to sell the properties on or around April/May 2004.

Deputy Mayor Conolly vacated the chair and Mayor Stubbs resumed the chair.

26: Windsor Mall Craft Market Group Incorporated (76542/CSV/OGC25NBX.C04)

Mr Clem Vella and Mr John Tradoux, proponents, addressed the Committee
Mr Trevor Devine, respondents, addressed the Committee

COMMITTEE'S RECOMMENDATION

That:

1. Windsor Mall Craft Group Incorporated be advised that it will be recommended in Council's Draft Revenue Pricing Policy for the 2003/2004 period, that their fee payable to Council for each and every stall be reduced to $10.00 (ten dollars) per stall (GST exclusive) to enable the Windsor Mall Craft Group Incorporated to recommence its advertising program and entertainment features on the day of the markets.

2. The fee payable by Windsor Mall Craft Group Incorporated be re-assessed for the 2004/2005 Budget, taking into account the groups financial viability at that time.

27: Community Donations Program Round 2 - 2002/2003 (79356/CSV/OGC25NBX.C03)

COMMITTEE'S RECOMMENDATION

That as part of Round 2 of Community Donations 2002/2003:

1. Hawkesbury City Share - n - Care Toy Library receive a donation of $2,600.00 (two thousand six hundred dollars) to be spent on allocation of toys. The donation be subject to condition that the group extend the membership drive to whole of Hawkesbury.

2. Australian Red Cross Blood Service receive $555.50 (five hundred and fifty dollars and fifty cents) in this round with $555.50 (five hundred and fifty dollars and fifty cents) to be considered as a donation in the 2003/2004 financial year.

3. Hawkesbury District Dance Festival Committee request of $3,966.60 (three thousand nine hundred and sixty six dollars and sixty cents) be considered in the 2003/2004 financial year.

4. Wentworth Area Health Complex Needs Day Centre request for $412.00 (four hundred and twelve dollars) to cover Windsor Function Centre hire for Senior Day Centre Christmas Function be considered in the 2003/2004 financial year.

5. Bligh Park Community Services receive $1,894.75 (one thousand eight hundred and ninety four dollars and seventy five cents) as an offer to match a dollar for dollar to the groups own fundraising.

6. Sydney Showjumping Club Inc. receive $2,401.00 (two thousand four hundred and one dollars) to reimburse the group for the cost of the building application paid to Council to build the administration facility at the Hawkesbury Equestrian Centre.

28: Western Sydney Area Assistance Scheme 2003 - Update (107/CSV/OGC25NBX.C07)

COMMITTEE'S RECOMMENDATION

That:

1. The information be received.

2. If Council's application to NSW Planning, on behalf of the Hawkesbury Aboriginal Community Support Group for the 'Jennibee Aboriginal Playgroup Project' is successful, then Council execute a funding agreement with NSW Planning to accept funding for this Project.

29: Second Round Illegal Dumpsite Clean Up and Deterrence Grant (935/EVD/OGC25NBX.V02)

COMMITTEE'S RECOMMENDATION

That the Acting General Manager be delegated to sign the grant agreement between Hawkesbury City Council and Resource NSW.

30: Presentation by Tourism Hawkesbury Inc. (73538/CSV/OGC25NCX.C11)

Ms Karina Groth, Tourism Manager, Tourism Hawkesbury Inc., provided information to the Committee in the form of a presentation.

COMMITTEE'S RECOMMENDATION

That:

1. A letter be sent to the Chairperson of Tourism Hawkesbury Inc. acknowledging the continued high achievements of Tourism Hawkesbury Inc through the efforts of its board, Ms Groth and staff.

2. The information be received.

Supplementary Reports

31: Leave of Absence (80109/CSV/OGC25LBX.C12)

COMMITTEE'S RECOMMENDATION

That leave of absence be granted to Councillor Joan Woods for the General Purpose Committee Meeting 25 March 2003.

QUESTIONS WITHOUT NOTICE:

1. Councillor Sheather enquired as to the possibility of Council asking residents to put in a vegetation plan for planting requirements in relation to noxious weeds.

   The Director of Environment and Development advised that the matter would be investigated and a report completed.

2. Councillor Sheather requested an update relative to the poultry farms and the court action on Elf Mushroom Farms and enquired as to the length of time taken on this matter.

   The Acting General Manager advised that there was an issue with the people who were prepared to be witnesses for the action in court. He advised that of approximately 79 letters sent, only four people responded that they would be prepared to go to court. Subsequently meetings were held with people such as Mr Diamond and Council advised that if they could find more people to testify in court then they would go ahead. He advised that only one other person has come forward.

   The Director of Environment and Development advised that the Affidavits have been filed in court and a hearing date has been set for June. He advised that some people were reluctant to sign Affidavits and others wished to be paid to appear, in which case Council declined from taking their statements. He advised that an informal memo detailing the status of the case would be forwarded to Councillors.

3. Councillor Sheather enquired as to the breakdowns in relation to conditions of consent in regard to Elf Mushroom Farms.

   The Director of Environment and Development advised that on one occasion Councillor Sheather contacted him and the matter was investigated. He advised that a memo was put to file and the EPA contacted as there was clearly an odour present that day. He advised that the second time Councillor Sheather contacted him, staff could not detect the odour at that time so no complaint was made. He advised that investigations would take place as to why the EPA hotline was not functioning.

4. Councillor Sheather advised that he had received a request from the Lions Club in regard to the use of Richmond park in spring and autumn. He also advised that Council had provided dates in winter and the Lions Club were concerned that major damage may be caused to the ground. Councillor Sheather enquired if these issues were discussed when approval was granted.

   The Director of Asset Services and Recreation advised that only one group had responded to Council's request for details of preferred dates of use. Consequently as only one group had responded to the request, they were given the preferred date and those that had not responded were given dates that were left over.

5. Councillor Rasmussen enquired whether Rescission Motions were dealt with differently to other motions with regard to those providing second and third signatures and signatures being accepted or reject.

   The Mayor advised that it was his understanding that a Rescission Motion was equivalent to a Notice of Motion, whereas a motion moved in a Council meeting can not be withdrawn without the consent of both the mover and seconder.

   The Acting General Manager advised that legal advice had been received from Abbott Tout indicating that the motion became invalid when the third signature was withdrawn. He advised that he was awaiting written advice from Abbott Tout which would confirm that three signatures were required and the withdrawal of one did not require the consent of the other two signatories.

   Councillor Rasmussen requested a copy of the written advice.

   The Mayor advised that Rescission Motions are dealt with in the section adjoining Notices of Motions. He advised lodging it stops Council taking any further action in regard to a resolution, until the Rescission Motion is determined. He further advised that the document lodged is a Notice of Motion to Rescind and once it is placed on the floor, it is moved and seconded and that process would require the consent of the mover and seconder to withdraw it.

   Councillor Rasmussen enquired if there were any case laws on this matter.

   The Acting General Manager advised that he was unaware of any case law in regard to the removal of the third signature and was awaiting legal advice from Council's solicitor.

   Councillor Rasmussen requested that matter be reported to Council.

   The Acting General Manager advised this would be done.

6. Councillor Rasmussen requested an update of the North Bligh Park development, the requirements of the SES and the timeframe for requirements.

The Director of Environment and Development advised that he and the Director of Asset Services and Recreation met with the SES recently and the SES had advised that work was required to be completed by Council to establish a viable internal evacuation route within Bligh Park out to Blacktown Road. He advised that he would then provide an estimate of the number of house blocks, based on the vegetation work which has now been completed, and the SES will undertake to remodel that evacuation route. He further advised that this would not take place until June or July at the completion of the Penrith Lakes modelling work.

Councillor Rasmussen enquired as to the likely number of housing lots.

The Director of Environment and Development advised that it would depend on the ranking of the vegetation, however the top end of the estimate may be around 500 lots.

7. Councillor Rasmussen requested an update in relation to the RAAF Economic Impact study.

The Acting General Manager advised that the first stage of the impact study had not yet been released. He also advised that Council had engaged Professor Russell Cooper to look at the economic impact study and his comments have been referred to the Commonwealth. He further advised that the Commonwealth were considering Mr Cooper's comments and the members of the steering committee have been requested to provide comments in relation to a number of other changes. He advised that, as such, there has been no determination yet of stage one.

8. Councillor Rasmussen requested an update on the Business Paper software and enquired if he could use his laptop.

The Acting General Manager advised that as Council was currently completing the implementation of DataWorks, the Business Paper software update has not been completed.

The Acting General Manager advised that it was possible to use a laptop with the current Business Paper software.

9. Councillor Rasmussen enquired if Councillors would received a copy of the spreadsheets and powerpoint presentation from the most recent Councillor briefing session.

The Acting General Manager advised copies would be provided.

10. Councillor Rasmussen requested an update on the Topoclimate project.

The Acting Director of Corporate Services advised that a meeting had taken place with representatives from Transport and Regional Services, GROW and Mr Brian Mitchell from Friends of the Wollemi. He also advised that Council were awaiting advice from the Federal Government regarding funding. He further advised that as soon as notification had been received from the Federal Government, Council would be notified accordingly.

The Acting General Manager advised that a letter was being forwarded to Ms Jenni Hadfield to explain the outcome of the meeting.

11. Councillor Allan advised that there was dissatisfaction with the ramp at Richmond Market Place and asked what was required to rectify the problem.

    The Director of Environment and Development advised that Council had issued over $12,500.00 dollars worth of fines to Richmond Market Place for breach of consent conditions and injunction proceedings were in the process of being instituted.

    The Acting General Manager advised that he was awaiting a return phone call from John Moore in which he would explain that the situation was unsatisfactory and required immediate rectification.

12. Councillor Paine asked for a report on wheelchair accessibility to Thompson Square.

    The Director of Asset Services and Recreation advised that there was wheelchair access to the Al fresco dining area and the footpath along that side. He also advised that due to the grades that occur naturally on the Macquarie Arms side, it is probable that wheelchair access would not be possible. He advised that a report would be provided.

13. Councillor Paine enquired as to the possibility of Council performing regular maintenance work on Richmond Park as the walkway and footpaths surrounding Richmond Park have foliage hanging down and pedestrians are constantly being hit by low branches.

    The Director of Asset Services and Recreation advised this would be done.

14. Councillor Paine requested an update in regard to the access to Richmond Park for wheelchairs and prams and requested a report.

    The Director of Asset Services and Recreation advised that a report would be provided in relation to the access steps at Richmond Park and the installation of a ramp.

15. Councillor Paine advised that members of the public were concerned about leaving their cars in the council car park as they may be fined when attending Council meetings. Councillor Paine enquired if a system could be implemented whereby a sticker was obtained from reception to exempt vehicles from a parking fine.

    The Director of Asset Services and Recreation advised that there was ample untimed parking in the area between the library and the function centre.

16. Councillor Paine enquired if legal advice had been received in relation to Hollands Paddock.

    The Acting General Manager advised that additional information had been forwarded to Abbott Tout and Senior Counsel were looking at the map in relation to flood levels and other issues. He advised it was anticipated that the advice would be received by the end of the week and may be received in time to be reported to the next Ordinary meeting.

17. Councillor Finch enquired as to the length of time animals were kept at the Companion Animal Shelter before being euthanased and also advised that she had received criticism in relation to some of the operations at the shelter. Councillor Finch requested a report on the issue.

    The Director of Environment and Development advised that animals were kept for a period of 7 (seven) days and then euthanased if not collected by the owner. He advised that it was a longer period of time if the animal was microchipped, the exact period of time to be confirmed in a report.

18. Councillor Finch enquired if Council could investigate options for lighting in Ham Common.

    The Director of Asset Services and Recreation advised that he would forward a copy of a report he had received, in relation to lighting in Ham Common, to Councillors.

The meeting terminated at 2.50pm.

Submitted to and confirmed at the meeting of the General Purpose Committee held on 29 April 2003.

....
Mayor

ordinary

4

section

reports

for determination

ITEM: 45 **Leave of Absence**

FILE NUMBER: 80109/CSV/ORD08NBX.C02

REPORT:

Councillor Joan Woods has sought leave of absence from the Ordinary Meeting 8 April 2003.

RECOMMENDATION:

That leave of absence be granted to Councillor Joan Woods for the Ordinary Meeting 8 April 2003.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 45 Oooo

ITEM: 46 **Legal Advice Re: Rescission Motion for Smith - Lot 4, DP843500, 66 Canoona Avenue, Windsor Downs, DA95/02**

FILE NUMBER: 77583/CSV/ORD08NAX.C18

REPORT:

During Questions Without Notice at the General Purpose Committee Meeting on 25 March 2003, Councillor Rasmussen requested that a report be provided in regard to the Rescission Motion for the Section 96 Modification to Development Consent DA95/02, 66 Canoona Avenue, Windsor Downs. The following information is provided.

Council, at its General Purpose Committee meeting of 25 February 2003, considered an application under Section 96 to modify development consent DA95/02, which approved a truck depot on the subject land.

Approval for the modication was resolved at the Ordinary Meeting on 11 March 2003. Prior to the conclusion of the Ordinary Meeting a Rescission Motion was lodged with the Acting General Manager. However, on Wednesday 12 March 2003 one of the three signatories (as required in Council's Code of Meeting Practice) of the Rescission Motion withdrew consent to the motion.

Following the withdrawal of one signatory to the Rescission Motion, consent was issued prior to the close of business on Wednesday 12 March 2003. On Thursday 13 March 2003, a Rescission Motion was emailed to Council. Advice was requested from Council's solicitors, Abbott Tout, in relation to the validity of the original Rescission Motion, Consent and the second Rescission Motion. Abbott Tout's advice is as follows:

"*1. The Notice of Motion lodged at the meeting on 11 March 2003 then being signed by three Councillors was subsequently invalidated because one Councillor withdrew his support thereto.*

2. No further Notice of Motion was lodged with the Council prior to the deadline fixed in the Council's Code of Meeting Practice, (clause 2.3.2). Thereof when the Notice of Determination of the application was issued on 12 March 2003.

3. When the second "Rescission Motion" was lodged on 13 March 2003 it was out of time with regard to clause 2.3.2 of the Code and therefore did not comply with Section 372(1) of the Local Government Act 1993 ("LG Act"). It is also doubtful whether that motion which was forwarded by E-mail could be said to have been 'signed" by the three Councillors who are only named in the printed material in that motion without individual signatures. The validity of that motion is accordingly doubtful because Section 372(4) requires that it be "signed" by the Councillors.

4. *The communication of Council's decision on 12 March 2003 is, on the basis of numerous authorities in the Land & Environment Court of New South Wales beyond recall as Council has discharged all its legal functions in relation to the modification application."*

Further clarification has been sought by Councillor Rasmussen in this regard. This was subsequently sought from Abbott Tout and their advice is as follows:

> *"... Councillor Rasmussen has raised the issue with the 'lapsing' of the Rescission Motion when one of the three signatories thereto withdew his support. We have already dealt with the requirements of the legislation and Council's Code of Meeting Practice in our letter of 18 March 2003.*
>
> *While we have been unable to find any case law on the point, we believe that the view that we expressed in our earlier advice is correct.*
>
> *Clause 11 of the Local Government (Meetings) Regulation 1999 ('the Meetings Regulation') provides in subclause 1. that it is the duty of the Chairperson at the meeting of a Council to receive and put to the meeting any lawful motion that is brought before the meeting.*
>
> *Quite clearly Section 372(4) of the Local Government Act 1993 requires that a Rescission Motion be signed by three Councillors. At one stage the subject Rescission Motion was in fact signed by three Councillors however, one Councillor subsuquently notified his withdrawal of his support thereto.*
>
> *It seems to us therefore, that the subject motion was not one, following the withdrawal of the support of the Councillor, that could lawfully be brought before a meeting of Council as referred to in Clause 11(1) of the Meetings Regulation.*
>
> *Clause 13(1)(c) requires the General Manager to ensure that the agenda for a meeting of the Council states*
>
> > '(c) Subject to clause (2), any business of which due notice has been given'
>
> *Subclause (2) provides*
>
> > 'The General Manager must not include in the Agenda for a meeting of the Council any business of which due notice has been given if, in the opinion of the General Manager, the business is (or the implementation of the business would be) unlawful. The General Manager must report (without giving details of the item of business) any such exclusion to the next meeting of Council.'
>
> *Again, it seems to us that it would be open to the General Manager under Clause 13 to form the view that while due notice may have originally been given at the time of preparing the agenda that* 'due notice' *did not still subsist.*

*Even if we are wrong in the views we expressed above and in our letter of 18 March 2003 there are a number of decided cases in the Land & Environment Court and other Courts that until a Court having the power to do so, declares a Development Consent issued by a Council to be invalid, same is to be treated as valid (*Swadling v. Sutherland Shire Council (1994) 82 LGERA 431, Smith v. East Elloe Rural District Council (1956) AC 736, MLC Properties v. Camden Council 96 LGERA 52). ...”

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 46 Oooo

ITEM: 47 **Cultural Infrastructure Project**

FILE NUMBER: 107/CSV/ORD08NAX.C11

REPORT:

This report is intended to provide an overview of the Art Gallery, Library and Regional Museum Projects, following an informal briefing session held on 18 March 2003. The report will provide an update of alternative leasing options for the recently renovated old hospital building and detailed funding implications of a capital and recurrent nature.

"*Cultural projects need advocates with the drive and commitment to champion the cause, to identify the opportunities, to establish active partnerships, to secure funding and to realise the vision. Passion for initiatives can be found in individuals and groups at the grass roots level as well as at the corporate level and often in government.*" (Clabburn, Anna "Bendigo Art Gallery: The Resurrection of a Regional Gallery", in Art and Australia March, April, May 2000).

Financial Implication - Capital Expenditure

	$M Museum Gallery & Library	**$M Revised Estimates**
Archaeological / Heritage / BCA	0.48	0.14
Restoration	1.93	1.98
Roadworks	0.11	0.11
Paving - Landscaping	0.31	0.31
Library / Art Gallery / Commercial	9.53	9.53
Library / Art Gallery Fitout	0.00	0.54
Commercial Fitout	0.00	0.15
Professional Fees	0.98	0.98
Launch	0.10	0.10
Contingency	0.51	0.46
ESD / Co-generation	0.63	0.46
Bill of Quantities	0.03	0.03
Museum Extensions	2.30	2.30
Art Gallery Fitout	0.08	0.11
Total	**$16.99**	**$17.20**

In addition to costs outlined in the table above consideration has been requested to include water re-use storage at $110,000 (one hundred and ten thousand dollars), additional lower basement car parking at $2.3M (two point three million dollars) and costs relating to the mortuary stabilisation at $85,000 (eighty five thousand dollars). Consideration of these items has been sought.

While the total capital costs are now estimated at $17.2M (seventeen point two million dollars), contingencies for the commercial fit out of the new library art gallery building at $150,000 (one hundred and fifty thousand dollars) and contingencies for the total project of $460,000 (four hundred and sixty thousand dollars), should allow the project to come in within $17.0M (seventeen million).

It is recommended that an allocation of $85,000 (eighty five thousand dollars) for the stabilisation of the mortuary be provided from the projects contingency allowance.

Financial Implications - Capital Funding

	Original	**Revised**
Source	$M	$M
Bligh Park Reserve	4.608	4.808
Section 94	1.983	1.983
Heritage Grant	0.300	0.300
Library Grant	0.100	0.200
Property Sales	7.747	3.120
Property Reserve	0.928	3.929
Loan	0.174	1.707
Grant	1.150	1.153
Total	**$16.99**	**$17.200**

In regard to property sales, the proposed funding of Woods Road of approximately $340,000.00 (three hundred and forty thousand dollars) and Groves Avenue of approximately $1,470,000.00 (one million four hundred and seventy thousand dollars) have been realised and are now part of the property development reserve. Future sales include the sales of properties at Colonial Drive (subject to expression of interest), Hawkesbury Heritage Farm (subject to reclassification) and the land adjoining Richmond Pool have not been included. The future decision to sell these properties would impact on the level of debt required to finance the Cultural Infrastructure Projects.

Total costs to date incurred for the Cultural Projects is estimated at $3.8M (three point eight million dollars) and includes the purchase of land, the Johnson Wing upgrade, restoration of the old hospital building, archaeological, architectural and other consultancies.

Recurrent Costs

Library

A review of operating costs has been carried out during March using in particular, State Library benchmarks with calculations over an extended time period. Fit out costs for the Library have been based on the future library brief carried out by Dr David Jones, Library Building Consultant, Building and Planning Advisory Service, State Library of New South Wales engaged by Council at its Ordinary Meeting in April 1999. Estimated additional expenditure in relation to operating costs are provided in attachment 1.

A Library Review Working Party operated to guide development of the brief for what was then a proposed new library. This working party ceased in 1999 after the brief was completed. It is proposed that this group be re-established in line with progress on the new building. The previous membership of the Working Party was Councillor Lorna Allan and Councillor Megan Lawson, Director of Community and Corporate Services, Manager - Community Services and Social Planning, Library Manager, Local Studies Librarian and Library Staff representatives. As this phase involves construction, it is proposed that an additional member be included from the Building Services section should the Council resolve to re-establish the Working Party. Council's current representative on the Metropolitan Public Libraries Association is Councillor Allan.

Regional Art Gallery and Regional Museum

As part of a regional co-operation project the Director of the Penrith Regional Gallery & Lewers Bequest, Mr John Kirkman, has been engaged to prepare a comprehensive Operations and Management Strategic Plan for the proposed Hawkesbury Regional Art Gallery. It is expected that this report will be available in June 2003 to help guide decisions regarding the management and operation of the art gallery. This work is being funded from the current budget allocation for the art gallery project. Estimates of salary, program and operating costs have been provided over a long term period.

When Council was considering conversion of the former hospital buildings for museum and art gallery space, an Advisory Committee was established to guide development of a brief and research into this option. The group ceased meeting once the consultancy work was completed at this stage of the project. As a result of this process, it was resolved to create a new purpose built space for art gallery use and to separately provide extensions to the museum facility.

As the construction and fit out phase of the Hawkesbury Regional Art Gallery is about to commence, it is proposed to re-establish an advisory group for the development of the art gallery facilities and strategic plan. An Advisory Committee membership could include:

- Councillor representative(s)
- Friends of the Hawkesbury Art Collection representative
- Macquarie Towns Art Society representative
- Director Penrith Regional Gallery and Lewers Bequest
- General Manager

- Council support staff as required
- Local Business Leader
- Indigenous representative
- Education sector representative

Similarly, operational and strategic plans are being formulated for the Regional Museum. External funding enables the reduction of direct salary costs for the first three years. A reference group has been established to oversee design and fit out issues.

A Museum Advisory Committee consisting of five Hawkesbury Historical Society representatives (Jan Barkley-Jack, Professor Ian Jack, Carol Carruthers, Alan Aldridge and Coral Cleary), representatives from architects Pont Williams + Leroy, NSW Ministry for the Arts representative (Mr David Ellis) and Council staff was established to bring the concept plans for the museum extensions to their current state of progress and to ensure full consultation with the museum collection owners and the NSW Government grant body. It is proposed to expand this Advisory Group for the next phase of the project which is implementation of the concept. The Mayor, Councillor Rex Stubbs is Council's delegate on the Museum and Information Committee.

Estimated operating costs for the Regional Art Gallery and Regional Museum are also provided in attachment 1.

Commercial Revenues

To offset additional recurrent expenditures, the Cultural Infrastructure Project provides commercial revenue from the Johnson Wing, old hospital building, commercial floor space in the new library/art gallery building and through available returns from the existing library building.

When considering net costs it is possible to achieve a positive financial result over a long term period. Commercial revenues and net costs are also provided in attachment 1.

There are currently three proposals before Council for the long term lease of the old hospital building and these are subject to a separate report to Council at this ordinary meeting.

Co-Generation

The original proposal for energy to run the new library/art gallery building was put forward through the use of solar panels as part of an environmentally sustainable development. Subsequently, it has been advised that this technology will not be available within the time frame for construction.

Co-Generation as an alternative was originally suggested with an expected capital costs of $2.4M (two point four million dollars) and risk returns over a 15-17 year period. Subsequent market testing and financial appraisal has led to an expectation that energy can be provided with a construct, own and operate arrangement that generates environmental benefits without capital exposure and market risk.

Through Council's architects, Pont, Williams + Leroy, MPI Consultants Pty Ltd have been engaged to initiate market availability and have indicated a positive feedback for this method of providing energy. The diagram in Attachment 1 illustrates the process and relationship of the co-generation proposal.

To advance the gas to electricity trade-off through co-generation, it is recommended that MPI be engaged by Council to undertake and expression of interest or tendering procedure.

Museum Design

In 2001 the Council approved extensions preceding to the current museum in Thompson Square. The extensions were to be in accordance with the plans prepared by architect, Robert Pont, in 1988. Accordingly, instructions were issued to the architect to have the project documented sufficiently to enable tenders to be called for the works.

Arrangements were also made to have an archaeological investigation undertaken to establish what, if any, archaeological sites/artifacts existed and how these would impact on the proposal.

Discussions were also taking place with the Ministry of the Arts to seek funding for the project. Subsequently there were applications to the Ministry, one seeking funding for an extension and one seeking funding for a regional facility.

In February 2002, the Premier offered Council a grant of $1.15M (one point fifteen million dollars) towards the development of a purpose built regional museum. As a result of the change in focus from extensions to a purpose built project, ICS (International Conservation Services) were advised and requested to alter the basis of their brief; the architects advised to cease work on the extension documentation and the archaeologist to enlarge the area of the archaeological investigation.

Council resolved, on 30 July 2002, to instruct architects, Pont Williams + Leroy, to proceed to the design/development stage, and to obtain necessary approvals for the Hawkesbury Regional Museum in accordance with the functional brief prepared by ICS and the requirements of the Ministry of the Arts.

Council's Solicitor, A R Walmsley & Co., has subsequently been instructed to provide advice on Council's position in regard to the Local Government Act and tendering requirements. Mr Walmsley, in his advice, was also requested to address the issues of copyright and intellectual property. The following is provided:

"1. On 3/7/2001 Pont, Williams & Leroy, Architects (Pont) submitted to you a pricing in relation to extensions to the existing museum in Thompson Square in the sum of $69,500.00.

2. On 6/7/2001 you accepted their quotation and asked them to proceed.

3. On 7/2/2002, the Premier of New South Wales offered Council a grant of $1.15m towards the development of a purpose built regional museum in Windsor. This was the subject of a Mayoral Minute and was adopted by Council at its Ordinary Meeting on 12/2/2002.

4. Council then directed Pont to cease work as above.

5. A report was made to Council's meeting on 30/7/2002 which recommended that Pont be instructed to proceed to the design/development stage of the new project, ie. for a new purpose built museum and it was resolved that they be so instructed.

6. On 18/9/2002, Pont submitted a quotation for the design work at $32,000.00 + GST. This was accepted and the work has been done.

7. As of 3/3/2003, Pont has submitted quotations in respect of Contract Documentation at $82,600 and Contract Administration at $49,400, both + GST.

8. Council is concerned that the matters mentioned in Item 7 above bring a contract within the scope of the ***Local Government Act 1993 s55*** *and that the matters of contract documentation and contract administration should be the subject of tender."*

Exceptions to the requirements of Section 55 of the Local Government Act are as follows:

- A contract where, because of extenuating circumstances, a Council decides by resolution that a satisfactory result would not be achieved by inviting tenders; and

- a contract involving estimated expenditure of an amount less than $100,000 (one hundred thousand dollars).

"The facts of this matter are most unusual. Council had determined to extend the existing Thompson Square Museum. The State Government then bestowed its financial grace upon the Council with a significant grant which shifted the goal posts to no small extent. Pont et al had done work and we understand they received no payment for it.... They were then asked to start from scratch for an entirely new design. They have completed this element of the works at a cost of some $35,200. This has been paid to them, as we understand it."

The advice received provides that as the issues of contract documentation of $82,600 (eighty two thousand six hundred dollars) and contract administration of $49,400 (forty nine thousand four hundred dollars) can be separated and thus fall within the exception of expenditure less than $100,000 (one hundred thousand dollars). Mr Walmsley's advice goes further to put the view that extenuating circumstances do exist and that Council may resolve same. A copy of the advice from A R Walmsley & Co. is provided to Councillors under separate cover. It is recommended that Council acknowledge that extenuating circumstances exist and to accept the quotation from Pont, Williams + Leroy for contract documentation of $82,600 (eighty two thousand six hundred dollars) GST exclusive.

RECOMMENDATION:

That:

1. The information be received.

2. The Library Working Party be re-activated and a Councillor nominated to participate in the Working Party.

3. A Councillor be nominated for a newly established Art Gallery Advisory Committee.

4. A Councillor be nominated for an expanded Museum Advisory Committee.

5. The linkages between cultural facilities - existing and proposed - be considered as part of the proposed Windsor Masterplan should funding be available in the 2003/ 2004 financial year.

6. MPI Consultants Pty Ltd be engaged to proceed with Expressions of Interest on Council's behalf for a 'Construct, Own and Operate' co-generation facility.

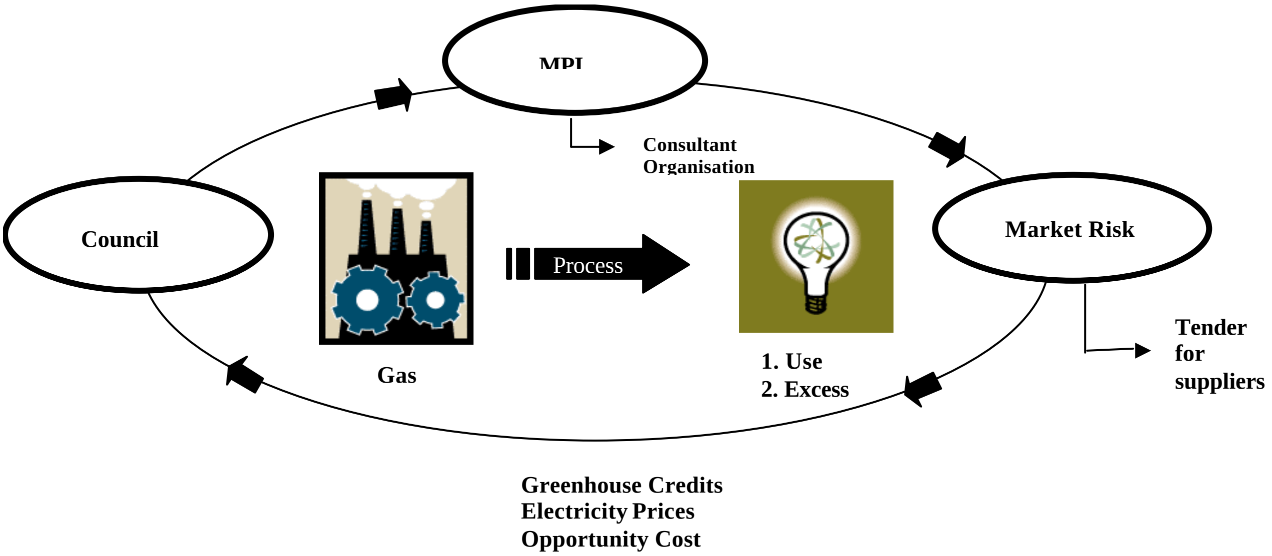
7. An allocation of $85,000 (eighty five thousand dollars) for the stabilisation of the mortuary be provided from the projects contingency allowance.

8. Pont, Williams + Leroy be engaged to proceed with detailed contract documentation for the Regional Museum at $82,600 (eighty two thousand six hundred dollars) excluding GST.

ATTACHMENTS:

AT-1 Regional Art Gallery and Museum Estimated Operating Costs

	2005	2006	2007	2010	2015	2020	Total
TOTAL ADDITIONAL COSTS	$798,408	$826,967	$707,172	$759,634	$995,203	$1,381,251	$10,589,055
INCOME (indexed at 2.5% annually)							
Lease of Commercial Buildings	**2005**	**2006**	**2007**	**2010**	**2015**	**2020**	**Total**
855m^2 old hospital building @ 250m^2$	$213,750	$219,094	$224,571	$241,838	$273,617	$309,573	$4,142,523
1067m^2 from commercial space (c) @ 350m^2$	$373,450	$382,786	$392,356	$422,524	$478,047	$540,866	$7,237,545
400m^2 johnson wing @ 200m^2$	$80,000	$82,000	$84,050	$90,513	$102,407	$115,864	$1,550,418
687m^2 dight street library site @ 250m^2$	$0	$171,750	$176,044	$189,580	$214,492	$242,679	$3,079,808
Other Income							
additional income - museum subsidy grant	$32,500	$33,313	$34,145	$36,771	$41,603	$47,070	$629,857
additional income - museum fees	$20,000	$20,500	$21,013	$22,629	$25,603	$28,967	$387,604
Total all buildings	$719,700	$909,443	$932,179	$1,003,855	$1,135,769	$1,285,019	$17,027,755
NET COST							
	2005	**2006**	**2007**	**2010**	**2015**	**2020**	**Total**
income less expend	-$78,709	$82,477	$255,007	$244,220	$140,565	-$96,234	$2,265,735



Total Project Cost: $2.4 Million

Attachment 1
Regional Art Gallery and Museum Estimated Operating Costs
and Co-generation relationship diagram

oooO END OF ITEM 47 Oooo

ITEM: 48 **Licence Agreement - Peppercorn Place**

FILE NUMBER: 31516/CSV/ORD08NBX.C03

REPORT:

The Peppercorn Place Disability and Aged Services Centre was officially opened in May 2001. Peppercorn Place is a purpose built facility which currently houses 8 (eight) services which predominantly provide programs for the frail aged and people with disabilities (and their carers).

Council has previously executed a licence agreement with each tenant of Peppercorn Place. This agreement specifies the usage charge (based on the floor space occupied) to be paid by each tenant. The income collected from tenants is intended to cover the total cost of building outgoings.

In July 2002 Council resolved to delegate care, control and management of Peppercorn Place to the Board of Peppercorn Services Inc. The Board is now responsible for the invoicing and collection of user charges and the payment of all outgoings associated with the operation of the building. The Board also manages the Hawkesbury Community Transport Service (which is located in the building) on Council's behalf.

The licence agreement entered into with tenants have fallen due for renewal. Acting on behalf of Council, and under advice from Council's solicitors (who drew up the original licence agreement), new licence agreements have been drawn up and issued to the following tenants;

- Wentworth Area Health Service - Senior Day Care
- Wentworth Area Health Service - Fern Haven Day Care
- Nepean Migrant Access
- Hawkesbury Neighbour Aid
- Anglican Retirement Villages
- Home Care Service of NSW - Macquarie Branch
- Bridges Disability Services Inc.
- Hawkesbury Community Transport Service

One tenancy in Peppercorn Place is currently vacant. The Board has advertised for expressions of interest from disability or aged service providers wishing to occupy this tenancy. Failing this, an existing tenant has indicated they would like to use the vacant space to accommodate an expansion in their program.

Within the new licence agreements, some adjustments have been made to the user charges levied against tenants and all user charges have been indexed in line with CPI changes.

Although Peppercorn Services Inc. is acting on behalf of Council in relation to the management of Peppercorn Place, the building remains the property of Hawkesbury City Council. The licence agreement therefore nominates Hawkesbury City Council as the 'Licensor' which is entering into an agreement with each 'Licensee' (tenant). As such each licence agreement requires the affixing of the Common Seal of Council.

RECOMMENDATION:

That the Common Seal of Council be affixed to the licence agreements entered into between Hawkesbury City Council and each tenant of Peppercorn Place.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 48 Oooo

ITEM: 49 **Documents for Execution Under Seal**

FILE NUMBER: GC283/095, GC283/019, GC283/015, GC283/081/CSV/ORD08NBX.C07

REPORT:

Commercial Lease
GC283/095

The current lease to The Black Stump Char-Grill has recently expired. After lengthy negotiations, the General Manager of the Black Stump has advised that they wish to exercise the 5 (five) year option available to them and have an additional option of 5 (five) years made available upon the expiration of this agreement (in 2008). The commencing annual rent will be $79,216.00 (seventy nine thousand, two hundred and sixteen Dollars) plus GST, reviewable annually by CPI. 5% of turnover is also required and the tenants are responsible for all associated outgoings.

Retail Lease
GC283/019

The current lease to Mr and Mrs Shepherd (Colematt Pty Ltd) in respect of Shop 4 Wilberforce Shopping Centre expired on 31 December 2002. Due to financial difficulties, the tenants were unable to enter into a new lease. All arrears have now been paid and the tenants now wish to enter a new 3 (three) year lease with a 3 (three) year option as from 1 July 2003. Currently they are on a month to month lease since the expiration of their old lease. The commencing annual rent will be $16,200.00 (sixteen thousand, two hundred dollars), reviewable annually by CPI.

Retail Lease
GC283/015

The current lease to Mr and Mrs Shepherd (Colematt Pty Ltd) in respect of Shop 3 McGraths Hill Shopping Centre expired on 31 December 2002. Due to financial difficulties, the tenants were unable to enter into a new lease. All arrears have now been paid and the tenants now wish to enter a new 3 (three) year lease with a 3 (three) year option as from 1 July 2003. Currently they are on a month to month lease since the expiration of their old lease. The commencing annual rent will be $11,440.00 (eleven thousand, four hundred and forty dollars), reviewable annually by CPI.

Lease GC283/081	The current lease to the Upper Hawkesbury Power Boat Club in respect of Governor Phillip Club House has recently expired. The club have confirmed their intention to lease the premises for another 5 (five) years. Due to the preparation of the Plan of Management for Governor Phillip Park, it is proposed to commence the new lease on 1 September 2003. The commencing annual rent will be $3,500.00 (three thousand five hundred dollars), reviewable annually by CPI. The tenants are responsible for all associated outgoings.

RECOMMENDATION:

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

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 49 Oooo

ITEM: 50 **Living in Communities Scheme (LINCS) - Update**

FILE NUMBER: 79771/CSV/ORD08NBX.C04

PREVIOUS ITEM: 24, Ordinary (09.04.2002)

REPORT:

Council resolved at its Ordinary Meeting held on 11 March 2003, to execute a funding agreement with the Department of Community Services (DoCS) should its application for a one-off service development grant under the Families First funding program be successful. Council further resolved to convene a 'deputation of Councillors and appropriate staff to approach the Minister for Community Services'.

This further resolution was in response to concerns expressed by Council regarding the future status of the Living in Communities Volunteer Home Visiting Scheme (LINCS). The future of LINCS was raised in the context that LINCS was ineligible for funding under the Families First Program thereby placing its future beyond June 2003 in some doubt. This report has been prepared to seek Council's approval to forward a proposal to DoCS which, if successful, would secure additional funding for LINCS for a further eighteen months and provide an opportunity to identify a source of funding to maintain the operation of LINCS beyond December 2004. The report has been submitted as the proposal needs to be forwarded to DoCS by 9 April 2003.

Background - Funding for the LINCS Project

Council has previously made representations to the Minister for Community Services regarding the funding of LINCS. In April 2002 Council was advised that DoCS had approved a one-off allocation of $55,000 (fifty-five thousand dollars) to LINCS to enable it to maintain its operations until June 2003. This one-off grant was provided on the assumption that a recurrent source of funding for LINCS might be secured through the Families First Program. It was envisaged that the 2003/2004 Implementation Plan for Families First in the Nepean Area would make provision for the funding of Volunteer Home Visiting Services thereby enabling LINCS to tender to operate this service in the Hawkesbury.

Unfortunately, the 2003/2004 Families First Implementation Plan did not recommend the funding of volunteer home visiting services in the Nepean Area. The draft plan adopted by the Nepean Families First Implementation Committee was based on the outcomes of the extensive research and consultation with vulnerable families that was conducted in 2002. This research had been commissioned to identify the types of early intervention service models that should be funded in the Nepean Area.

While the practical value of volunteer home visiting services is generally recognised, these programs have not been the subject of rigorous evaluation, particularly within an early intervention context. As a result, the funding of these services in the Nepean was not identified as a priority and a decision was made by the Families First Implementation Committee to invest funding in service models which more closely align with the expressed needs of vulnerable families as identified in the research report that had been commissioned by the Committee.

Recent Representations to Funding Bodies

In response to Council's resolution of 11 March 2003, Council staff arranged a preliminary meeting with senior representatives of DoCS and the Premiers Department. The meeting was also attended by representatives from LINCS, Council staff and Clr. Paine. This meeting took place on 24 March 2003, the purpose of this meeting was to enable Departmental representatives to outline the Families First planning and funding framework while also providing an opportunity for LINCS to lobby Departmental representatives about its future.

The meeting acknowledged the importance of the Families First program in supporting vulnerable families and there was a general acceptance of the appropriateness of ‘evidence based’ framework which determines the service strategies to be funded under this program. The departmental representatives also acknowledged the value of the LINCS program in providing practical support to families.

The departmental representatives emphasised that under the Families First plan that had been developed for the Nepean Area there was no provision for the funding of a volunteer home visiting service and that the funds allocated for the Nepean Area would be used to achieve outcomes which were consistent with the findings of the research project which had been commissioned by the Implementation Committee. In this context, LINCS was ineligible for funding because it was deemed as currently providing a service outside the scope of this planning framework and more importantly, Families First did not fund individual services but identified service models which agencies could tender to provide.

Proposal for a Pilot Project (to fund LINCS for a further 18 months)

Following these discussions, Council staff tabled a proposal for a pilot project which would seek to use existing funding, plus an additional one-off amount of $50,000 (fifty thousand dollars), to maintain the operation of LINCS for a further eighteen months. This financial support would be conditional on LINCS agreeing to participate in a project to establish an integrated early intervention service network with a co-ordinated case management process - Council has received a service development grant of $49,932 (forty nine thousand nine hundred and thirty two dollars) under the Families First program to establish this network.

The funds for maintaining LINCS for a further eighteen months would be derived from unspent DoCS grant funds of $20,000 (twenty thousand dollars) currently held by the Family Co-op (a project auspiced by Council). Council may also wish to give consideration to the allocation of $5,000 (five thousand dollars) from Councils 2003/2004 Child Protection Week allocation. For the past two years Council has allocated an amount of $5,000 (five thousand dollars) to support activities linked to child protection week - funds have been requested in the 2003/2004 budget to maintain this committment. If this budget request is adopted, these funds could be made available to support the proposal giving a total committment from Council of $25,000 (twenty five thousand dollars). The balance of the funds required amounting to $50,000 (fifty thousand dollars) would be provided by DoCS from the Families First Program.

The proposed pilot project would enable LINCS to operate for a further eighteen months to enable an evaluation to be undertaken of its programs to determine what changes (if any) would need to be made to these programs to ensure that LINCS operated within a Families First framework. At the same time the pilot would establish a collaborative process to ensure that agencies work closely together to deliver better outcomes for vulnerable families. If the outcomes of the evaluation were positive, then it will be possible for Council, in conjunction with other agencies within the Hawkesbury, to advocate for the continued funding of LINCS under the Families First program on the basis that LINCS and the other agencies participating in the co-ordinated network were delivering the outcomes envisaged by the findings of the research project commissioned by the Families First Implementation Committee.

Funding of LINCS beyond December 2004

To enable Families First recurrent funding to be re-directed to LINCS beyond December 2004, Council would need to facilitate a meeting of stakeholders in the Hawkesbury to determine how to realign the Families First funding to be allocated to the Hawkesbury in 2004/2005 and beyond. This will require an agreement to 'disinvest' in some of the recommended service models for which recurrent funding has been allocated in order to 'invest' in LINCS on the basis that this investment would achieve the same outcomes.

This agreement would require the concurrence of key interagencies including the Hawkesbury Child Protection Interest Group and the Hawkesbury Equity and Access Planning Committee before being forwarded to the Nepean Families First Implementation Committee for their ratification. A recommendation would then be submitted to the Minister for Community Services through the Families First Senior Officer Group for ongoing recurrent funding to be made available to LINCS.

Conclusion

The preliminary indications from the Department of Community Services and the Premiers Department are that they will advocate for funds to be allocated for the proposed pilot subject to the ratification of the Nepean Families First Implementation Committee and the Families First Senior Officers Group. The proposed pilot provides an opportunity for LINCS to receive funding of $75,000 (seventy-five thousand dollars) to enable it to continue its operations for a further 18 (eighteen) months. During this period it is anticipated that the LINCS project - through its participation in the proposed pilot - will be able to re-orient its programs to make it eligible for continued funding under the Families First program.

Council staff are not aware of any other recurrent sources of government funding which could be accessed to sustain the operation of LINCS. Council may wish to consider providing ongoing funding for LINCS but this cannot be recommended as Council has adopted a policy of not directly subsidising the operating costs of services which are traditionally the responsibility of state and federal departments to fund. It could be argued (and this is a position held by DoCS and the Premiers Department) that as the LINCS program was established by the Health Service it should provide recurrent funding to maintain its operations. Given the financial constraints being experienced by Hawkesbury District Health Service Ltd. this is unlikely.

The ongoing viability of the LINCS program is therefore dependent on its agreement to participate in the proposed pilot, and over the longer term, its willingness to re-align aspects of its current service model to comply with the Families First funding framework. Council staff have discussed these imperatives with LINCS representatives and are awaiting formal confirmation from the LINCS management committee of its agreement to participate in the proposed pilot. The receipt of this advice will enable Council to finalise its submission for consideration by DoCS.

RECOMMENDATION:

That:

1. The information be received.

2. Council to endorse a proposal to be forwarded to the Department of Community Services (DoCS) for a pilot project which would secure an additional 18 months of funding amounting to $75,000 (seventy five thousand dollars) for the Living in Communities Scheme (LINCS).

3. Council to allocate $25,000 (twenty thousand dollars) as a contribution to the operating costs of LINCS to enable it to participate in the pilot project. These funds to be made up of $20,000 derived from unspent DoCS grant funds currently held by the Family Co-op. Council to also give consideration to allocating $5,000 (five thousand dollars) from the 2003/2004 budget for funds that have been requested to maintain Council's support of Child Protection Week.

4. Council to approve the use of unspent funds of $880.69 (eight hundred and eighty dollars sixty nine cents) from Council's 2002/2003 contribution of $5,000 (five thousand dollars) to the Hawkesbury Child Protection Interest Group for Child Protection Week 2002 to be used to support activities to be held in conjunction with Child Protection Week 2003 (to be staged in September 2003). These funds are currently held by the Hawkesbury Child Protection Interest Group.

5. Council to give consideration to allocating an additional amount of $880 from the 2003/2004 Community Services budget to be made available to the Hawkesbury Child Protection Interest Group as a further contribution to Child Protection Week 2003.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 50 Oooo

ITEM: 51 **Community History Project**

FILE NUMBER: 74272/CSV/ORD08NBX.C08

REPORT:

A successful application to the NSW Ministry for the Arts has resulted in the offer of a $5,000.00 (five thousand dollar) grant towards the cost of staging a ten-month project involving community members working with a professional writer to explore identity issues and devise a community history of the Hawkesbury.

The project is in response to the Department of Local Government's Cultural Planning guidelines, which require a commitment to cultural planning processes and using the arts to engage councils with their communities. The writing of community history can be seen as part of an ongoing cultural mapping exercise, enabling those involved to express themselves creatively, and providing a means for Council to know better its communities' values and needs.

The project involves a series of full day workshops in which participants learn how to write a community history, to bring that history into the present, and to project its spirit into the future for the purpose of helping build and maintain a sustainable community.

The course is structured in three sections, writing about:

1. "The community I grew up in".
2. "The community I live in now".
3. "The community of my wildest fantasy".

The course will teach participants to:

- use photographic material, letters and documents, video and film, as a springboard for writing their community history,
- develop writing skills of narrative structure and voice,
- understand and use different writing forms,
- have confidence in their writing abilities,
- access individual and collective memory of place and era, world events and their relationship to community, and geographic, social, economic, cultural realities and influences,
- carry out research,
- conduct interviews,
- collect oral history,
- present their written work in its finished form to their community and relevant bodies.

The offer is based on Councils making a contribution of $5,400.00 (five thousand four hundred dollars) including $3,000.00 (three thousand dollars) in cash, which can be provided from within the current allocation for cultural development.

RECOMMENDATION:

That the offer of a $5,000.00 (five thousand dollars) grant from the NSW Ministry for the Arts for the community history project, be accepted.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 51 Oooo

ITEM: 52 **Community Cultural Grants Program - March Round**

FILE NUMBER: 79356/CSV/ORD08NBX.C17

REPORT:

Seven applications were received under the March round of Council's Community Cultural Grants Program. A total of $13,230.00 (thirteen thousand two hundred and thirty dollars) has been requested from the $25,000.00 (twenty five thousand dollars) annual budget, of which $22,750.00 (twenty two thousand seven hundred and fifty dollars) has been allocated in the previous rounds. Council's Cultural Committee considered the grant applications, the results of which form the basis of recommendations in this report. The Cultural Committee consists of Councillors Gilling, Woods, Sheather and Rasmussen, representatives from Macquarie Towns Arts Society, Arkadian Bilpin Performers, University of Western Sydney, Hawkesbury Music Club, Kurrajong-Comleroy Historical Society, Hawkesbury Quilters, Friends of the Hawkesbury Art Collection, Hawkesbury Mainstreet Co-ordinator and Council staff.

Liz Holtham, on behalf of the Hawkesbury Jazz Club, applies for $6,000.00 (six thousand dollars) towards the staging of the Hawkesbury Jazz Festival, a free community jazz festival organised and managed by the Hawkesbury Jazz Club to encourage and foster jazz as an art form, particularly for local musicians, and to create an activity for the Hawkesbury and Richmond in particular, which involves local residents, businesses and Council.

Chris Kilgour, on behalf of the Comleroy School of Arts, applies for $660.00 (six hundred and sixty dollars) for the purchase and installation of a sign to encourage participation and involvement by local people in the building/premises and generate new uses for the facility.

Lorna White, on behalf of Bellbird Craft Market, applies for $1,000.00 (one thousand dollars) in support of the continuation of the market, which is having difficulty paying its public liability insurance, estimated at $1,200.00 (one thousand two hundred dollars).

Christine Norman, on behalf of Bligh Park Community Services Inc, applies for $920.00 (nine hundred and twenty dollars) to assist with the staging of a performance for seniors of Phantom of the Music Hall by the Arkadian Bilpin Performers.

Ted Brill, on behalf of Ebenezer/Pitt Town Uniting Church, applies for $1,900.00 (one thousand nine dollars) for the staging of a special service, displays and activities celebrating the 200th anniversary of land grants in Ebenezer. On the same day (21 June 2003), it is proposed that a ceremony will be held and a plaque unveiled acknowledging the Dharug people as the traditional owners of the land.

Helen Burnie, on behalf of Suitcase Stories Inc, applies for $750.00 (seven hundred and fifty dollars) towards the production and touring of an educational play promoting bush fire safety to primary school students.

Janette Lennox, on behalf of Kurrajong Small Business & Community Forum, applies for $2,000.00 for a talent quest featuring performances by local musicians and young talent from surrounding primary schools once a month in Kurrajong village. Place-getters in the quest will be given the opportunity to perform at the Kurrajong Scarecrow Festival.

Summary of Grant Applications - Recommendations For Approval

Name	Company	Amount	Project	Assessment
Ms Liz Holtham	Hawkesbury Jazz Club Inc	$6,000.00	Hawkesbury Jazz Festival	Recommended for consideration in the 2003/2004 financial year.
Mrs Chris Kilgour	Comleroy Road School of Arts Inc	$660.00	Signage	$330.00
Ms Lorna White	Bellbird Craft Market	$1,000.00	General support (insurance)	$500.00
Ms Christine Norman	Bligh Park Community Services Inc	$920.00	Performance of Phantom of the Music Hall for seniors	$920.00
Mr Ted Brill	Ebenezer/Pitt Town Uniting Church	$1,900.00	200th anniversary of land settlement at Ebenezer including acknowledgement of traditional owners	Discussions to be held with the applicant regarding support with any donation allocated from funds approved for the promotion of awareness and understanding of Indigenous culture
Ms Helen Burnie	Suitcase Stories	$750.00	Theatre-in-education (bush fire safety for primary schools)	Recommended for consideration by Council in the 2003 / 2004 financial year
Ms Janette Lennox	Kurrajong Small Business & Community Forum	$2,000.00	Music in the village young talent quest	$400.00 for a trial period to assess outcome of initiative

RECOMMENDATION:

That:

1. A total of $2,150.00 (two thousand, one hundred and fifty dollars) as detailed in the report be allocated as grants under the Community Cultural Grants Program - March Round.

2. Funding be provided from the Community Cultural Grants Program.

3. $6,000.00 (six thousand dollars) and $750.00 (seven hundred and fifty dollars), requested by the Hawkesbury Jazz Club and Suitcase Stories Inc respectively, having been approved in principle by the committee, be considered by Council in the 2003 / 2004 financial year.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 52 Oooo

ITEM: 53 **Richmond RSL Sub Branch - Anzac Day Service**

FILE NUMBER: 79338/ENG/ORD08NBX.E16

REPORT:

Richmond RSL Sub Branch has advised that its annual Anzac Day March and Commemorative Service is to be held on Sunday, 20 April 2003 (Easter Sunday), traversing the following route in Richmond:

1. Marshal on West Market Street between March and Windsor Streets, stepping off at 2.30pm.
2. Turn right into Windsor Street.
3. Turn right into East Market Street.
4. Turn right into Richmond Park and proceed to the Richmond War Memorial.
5. At conclusion of the service at approximately 3.30pm, re-enter East Market Street.
6. Turn right into March Street.
7. Turn right into West Market Street and disperse.

Report

1. East Market Street between March and Windsor Streets, and March Street between East Market and West Market Streets are classified Main Roads and comprise a major traffic route within Richmond, particularly on a holiday weekend (Easter weekend).

2. Under Traffic and Transport Management for Special Events Guidelines, issued by the Roads and Traffic Authority, this event would be classified as a Class 1 event, i.e. impacting a major traffic and transport system.

3. Insufficient time is available to comply with the full administrative requirements under those guidelines and the application is conditioned accordingly within the recommendation.

RECOMMENDATION:

That no objection be held to the application, subject to the applicant:

1. Submitting a copy of its Public Liability Policy in an amount not less than $10,000,000 with the interests of both Hawkesbury City Council and the Roads and Traffic Authority noted thereon.

2. Undertaking advertising of the proposed road closures in the local press.

3. Undertaking a letter drop to affected residents/businesses advising of the proposed road closures/march.

4. The applicant advising CityRail, local taxi services and bus companies using the East Market Street interchange, of the proposed road closures.

5. Serving the following documentation on the nominated organisations:

   (a) NSW Police Service - Schedule 1, Summary Offences Act; and
   (b) Transport Management Centre, Roads and Traffic Authority:

      (I) Application for Road Occupancy; and
      (ii) Transport Management Plan, including Traffic Control Plan.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 53 Oooo

ITEM: 54 **Richmond Park - Access for Disabled**

FILE NUMBER: 107/ENG/ORD08NBX.E19

REPORT:

At the General Purpose Committee Meeting held 25 March 2003, Councillor Paine requested advice regarding the provision of a ramp in lieu of steps to enable wheelchair access to Richmond Park from Windsor Street.

There are currently 4 (four) accesses to Richmond Park from Windsor Street. At the Western end of the park, there is access from the footpath to a pathway that leads to the Grandstand and car park off March Street, which is able to be accessed by wheelchairs. Further east there is a ramp adjacent to the pedestrian crossing in Windsor Street which gives access to a grassed area and it is anticipated that this will ultimately be connected to a pathway dependent on the results of the conservation plan of management. Approximately 40 metres to the east of this point, there is steps accessing the concrete path which extends through to East Market Street adjacent to Richmond Railway Station, further to the east again there is another set of steps which access a grassed area in the park.

There are funds currently available to provide pathways throughout the park, however, there have been a number of projects undertaken within the park which have been criticised by the Heritage Advisory Committee on the basis that there is no plan of management for the park and as such it was felt that further works within the park should be delayed until such time as the plan of management has been completed.

Expressions of interest for the preparation of the plan of management have been called and the project will commence shortly. Should Council wish to alter the steps giving access to the pathway to East Market Street to provide wheelchair access, it is felt that this would have relatively low impact on the park and the cost would be in the vicinity of $2,500 (two thousand, five hundred dollars).

RECOMMENDATION:

That the steps accessing the concrete footpath from Windsor Street be altered to provide wheelchair access.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 54 Oooo

ITEM: 55 **Hawkesbury Development Control Plan**

FILE NUMBER: DCP1/99/EVD/ORD08NBX.V15

REPORT:

Council at its Strategic Planning Workshop - 2003 considered several landuse planning issues, including the completion of outstanding chapters for the Hawkesbury Development Control Plan (HDCP). A three year rolling program for the various chapters was requested.

Listed below is each new chapter of the DCP that requires preparation, exhibition and/or completion. The status and proposed completion is also suggested.

Chapter	Current status	Completion (Financial year)
Bushfire	Being prepared by consultants	2002/03
Effluent Disposal	To be exhibited in May 2002	2002/03
Contaminated Land	To be converted to new DCP format	2002/03
Pollution Control Principles	To be exhibited in May 2002 with re-exhibition of Amendment 108	2002/03
Intensive Agriculture	To be exhibited in May 2002 with re-exhibition of Amendment 108	2002/03
Rural Residential Development	Not commenced	2003/04
Lot averaging provisions	Being prepared by consultants	2002/03
Caravan Parks	Not commenced	2003/04
Heritage provisions	To be prepared by Council's Heritage Advisor	2003/04
Richmond Mainstreet	Commenced	2004/05
North Richmond Mainstreet	Commenced	2004/05
Windsor Mainstreet	To be commenced in 2003/04	2004/05
South Windsor	To be commenced in 2003/04	2004/05
McGraths Hill	To be commenced in 2003/04	2004/05

RECOMMENDATION:

That the new chapters be prepared in accordance with the list contained is this report and its time frames.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 55 Oooo

ITEM: 56 **Tender to Construct Cell No. 4 and Associated Works at Hawkesbury City Waste Management Facility**

FILE NUMBER: 107/EVD/ORD08NBX.V06

REPORT:

Tender submissions for the construction of Cell No. 4 and associated works at the Hawkesbury City Waste Management Facility closed at 2.30pm on 11 March 2003.

The tender specification gave the tenderers the opportunity to tender on two options.
Option 1 being for the excavation and associated works, with excavated materials being stored on site to form a new waste receival cell, and Option 2 being to do the works as per Option 1 plus the removal of 60% of the excavated material from the site.

Six tenders were submitted in accordance with the specification and associated documents.

The companies and prices (which include GST) submitted are as follows:

Company	Option 1	Option 2
Thiess Services	$767,155.21	$1,117,517.28
J K Williams Contracting Pty Ltd	$792,427.00	$1,696,873.40
Kelly Shepherd Pty Ltd	$1,594,830.04	$3,031,444.24
D M H Civil Engineering Pty Ltd	$725,516.00	$2,330,431.40
Riverina Earthworks Pty Ltd	$935,870.27	$1,448,644.07
Kingston Civil Constructions Pty Ltd	$1,482,963.70	$3,451,118.90

A panel was formed to assess the tenders submitted and comprised of staff members from the Engineering Services Section and Environment and Waste Section of Council.

The lowest priced tender submitted for Option 1 was from D M H Civil Engineering Pty Ltd at a price of $725,516.00.

It is recommended that Council not accept any of the Option 2 submissions due to the excessive costs for removal of the excavated material, and that negotiations which are to be undertaken with Mr Kerry Luscombe of Luscombe Contracting Pty Limited, as a result of the adopted resolution of Council on 11 March 2003, be extended to incorporate 60% of the excavated material from the construction of Cell No. 4.

D M H Civil Engineering Pty Ltd (the lowest priced tenderer) constructed Cells No. 1 and 2 in the past, and are aware of the works required to complete the works.

They have satisfied the specification requirements of the tender, and have completed many larger projects than the one that is required by this tender.

The waste budget of Council has reserves set aside to cover the contract price.

RECOMMENDATION:

That:

1. The tender submission for Option 1 of tender no. 007/FY03 “Construction of landfill cell no. 4 and associated works” from D M H Civil Engineering Pty Ltd be accepted at a price of $725,516.00 (seven hundred and twenty five thousand, five hundred and sixteen dollars) which includes GST.

2. Council not accept any Option 2 submission made as part of the tender process, as the costs are considered excessive.

3. Negotiations which are to be undertaken with Mr Kerry Luscombe of Luscombe Contracting Pty Ltd, as a result of the adopted resolution of Council on 11 March 2003, be extended to incorporate the removal of 60% of the excavated material from the construction of cell no. 4.

4. The contract be signed under the seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 56 Oooo

ITEM: 57 **Corrections to Schedule 1 of Hawkesbury Local Environmental Plan 1989**

FILE NUMBER: 79339/EVD/ORD08NBX.V14

REPORT:

It has been brought to the attention of Council officers that there are some heritage items that have been inadvertently included on Schedule 1 (Items of Environmental Heritage) of Hawkesbury Local Environmental Plan 1989. The purpose of this report is to outline these anomalies and seek to amend Hawkesbury Local Environmental Plan 1989.

The following properties have been incorrectly listed on Schedule 1 of Hawkesbury Local Environmental Plan 1989:

37 Lennox Street, Richmond

In 1994, Council prepared a draft local environmental plan (Amendment 31) to add 30 (thirty) heritage items to Schedule 1. In 1995, Council resolved to send the draft plan to the (then) Department of Urban Affairs and Planning for gazettal, subject to deleting 37 Lennox Street, Richmond from the proposed list. The draft plan was gazetted on 28 June 1996 with 37 Lennox Street, Richmond included in the list.

Given Council's previous resolution on 5 September 1995, it is recommended that 37 Lennox Street, Richmond be removed from Schedule 1 of HLEP 1989.

333 George Street, Windsor

Listed on Schedule 1 is a property with the following description *"Tates Hotel, No.s 333-335, (corner Tebbutt Street), lot A, DP84001 and lot 2, DP191236.(220)"*. This description relates to both the Tates Hotel (Hawkesbury Hotel), known as 335 George Street, and the adjoining property known as 333 George Street.

The Heritage Inventory Sheet describing the significance of the property, clearly refers to Tates Hotel (Hawkesbury Hotel) and describes the property as *"a large hotel erected in 1936 with a pleasing composition, the corner bar retains original wall tiles and ceiling"*. The inventory sheet does not refer to any outbuildings or adjoining properties or suggest a relationship with the building at 333 George Street. It is therefore considered that the reference to 333 George Street in the listing on Schedule 1 of "Tates Hotel" should be removed.

Conclusion

From time to time it is necessary to update Schedule 1 of Hawkesbury Local Environmental Plan 1989 as properties that are incorrectly listed are discovered or properties descriptions change through subdivision. A full review of the property descriptions and location of heritage items is currently being undertaken and may lead to additional amendments in the future.

The deletion of these two items will mean a more accurate list of heritage items on Schedule 1. It is therefore recommended that a draft local environmental plan be prepared to delete 37 Lennox Street, Richmond and 333 George Street, Windsor from Schedule 1 of Hawkesbury Local Environmental Plan 1989.

RECOMMENDATION:

That:

1. A draft local environmental plan be prepared in accordance with the Department of Urban Affairs and Planning Best Practice Guidelines to:

   - Delete 37 Lennox Street, Richmond from Schedule 1 of HLEP 1989.
   - Delete the reference to 333 George Street, Windsor from Schedule 1 of HLEP 1989.

2. A local environmental study not be prepared.

3. Council exercise its delegation in respect of Sections 65 and 69 of the Environmental Planning and Assessment Act 1979.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 57 Oooo

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ITEM: 58 **Reports Requested by Council - Status as at 8 April 2003**

FILE NUMBER: GC280/005 Pt4/GMA/ORD08NCX.G05

REPORT:

11/3/2003	139 Colonial Drive, Bligh Park AGM	Report detailing results of the expressions of interest for the most appropriate use and best financial return.	Expression of interests have been advertised and the results will be reported to Ordinary Meeting 13 May 2003.
11/3/2003	Development Control Plan ENV	A report be prepared in relation to the preparation of a Development Control Plan for the area between Curtis Road and Groves Avenue, Mulgrave and South Windsor.	To be reported to General Purpose Committee Meeting 3 June 2003.
25/3/2003	Noxious Weeds ENV	Report in relation to the lodging of vegetation plans and planting requirements in relation to noxious weeds.	To be reported to General Purpose Committee Meeting 3 June 2003.
25/3/2003	Rescission Motions AGM	Report in relation to process for dealing with Notices of Motion of Rescission	Report prepared for Ordinary Meeting of 8 April 2003.
25/3/2003	Thompson Square - Wheelchair Access ENG	Report in relation to wheelchair accessibility to Thompson Square	To be reported.
25/3/2003	Companion Animal Shelter EVD	Report containing details of length of time microchipped and non-microchipped animals are held before being euthanased.	To be reported to General Purpose Committee Meeting 3 June 2003.

25/3/2003	Hollands Paddock AGM	Report on legal advice requested from Abbott Tout and Senior Counsel.	Will be reported when advice received.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 58 Oooo

ITEM: 59 **Second Event Planners Seminar 15 March 2003**

FILE NUMBER: 79341/CSV/ORD08NCX.C10

REPORT:

The second event planners seminar was held at the Windsor Function Centre on 15 March 2003. Approximately 40 (forty) people attended, representing a number of community groups and events including The Big Thing Youth Festival, The Hawkesbury Jazz Festival, Sustainability Fair and All Holden Day.

The programme, based on consultations held with stakeholders at the 2002 seminar and in the following months, focussed on insurance, waste minimisation, planning for successful events, and site decoration.

Speakers were:

- Ian Stack (insurance), a Hawkesbury-based insurance broker.
- Christine Jeffreys (waste minimisation), representing Resource NSW.
- Gary Pedler (successful event planning and site decoration).
- Paul Smith (sports psychologist and motivational speaker), who used spectacular footage from the paralympics to show how success in any venture can be achieved despite obstacles.

With one exception, those who responded to a survey conducted at the seminar rated Council's support for community events as high to very high, and agreed that Council actively promotes a program of events reflecting the cultural diversity of the area, while acting to address issues concerning Hawkesbury event organisers. Current issues identified include funding, volunteers, conditions at Bowen Mountain and Kurrajong Parks.

A number of young people attended the seminar, including students of Event Management at UWS as well as students of Social Ecology, who have taken responsibility for the staging of the 2003 Sustainability Fair. Support of these young people will ensure that safe, well-run events continue to be a feature of community life in the Hawkesbury.

Those who attended are to be congratulated for taking the time to develop their understanding and skills in relation to event organisation, which is becoming an increasingly demanding occupation for both professionals and volunteers. Copies of the speakers' presentations will be added to the Online Guide to Event Organisation, which is available through Council's website.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 59 Oooo

ITEM: 60 **Ferry Interruption Report - March 2003**

FILE NUMBER: GT240/017/ENG/ORD08NCX.E13

REPORT:

Date:	**Ferry Location**
Friday 14 March 2003	Sackville Ferry - 10.15 am-11.45 am - hydraulic hose blown on toe flap. One hour thirty minutes interruption.
Friday 21 March 2003	Sackville Ferry - 11 am-2.00 pm - problems with throttle solenoid. Three hour interruption.
Saturday 22 March 2003	Wisemans Ferry - 1.00 pm - water pump problems on large ferry - small ferry operating. No interruption. Sackville Ferry - 9.00 pm-12.30 am - problems with throttle solenoid. Three hour thirty minute interruption
Thursday 27 March 2003	Sackville Ferry - 12.00 noon-4.15 pm - burnt out solenoid. Four hour, fifteen minute interruption. Sackville Ferry - 7.00 pm-11.00 pm - solenoid again burnt out. Four hour interruption.
Saturday 29 March 2003	Wisemans Ferry - Large ferry grounded during afternoon - small ferry operating. No interruption.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 60 Oooo

ITEM: 61 **Section 44 Bushfire Emergency - Yarrowlumla Council - Reimbursement of Costs Incurred by Local Brigades**

FILE NUMBER: 79338/ENG/ORD08NCX.E01

REPORT:

The Mayor and Councillors of Yarrowlumla Council, Queanbeyan has written to Hawkesbury City Council thanking local bushfire brigades and personnel who assisted during the bushfire emergency from 9 January 2003 to 7 February 2003.

They also advise that if local brigades incurred costs during this emergency the claims for reimbursement need to be submitted prior to 28 March 2003. The Fire Control Officer of the Hawkesbury Rural Fire Service has been notified and claims for costs incurred have been forwarded as requested.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 61 Oooo

ITEM: 62 **Prosecution - Windsor Leagues Club, 698 George Street, South Windsor**

FILE NUMBER: MA1470/01/EVD/ORD08NCX.V09

PREVIOUS ITEM: 8, Ordinary (11.02.2003)

REPORT:

At the Ordinary Meeting of 11 February 2003 Council resolved to enter into an agreement with the Windsor Leagues Club Ltd and on this basis withdraw the four summonses against the Club which were listed for mention before the Windsor Court on 27 February 2003.

Council's resolution was conveyed to the Windsor Leagues Club via their solicitor, however, their solicitor indicated that the undertaking sought would not be forthcoming. Accordingly, the matter was mentioned before a magistrate on 27 February and the summonses have now been set down for hearing on 8 July 2003 at Windsor Local Court.

RECOMMENDATION:

The information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 62 Oooo

ITEM: 63 **Lot 25 DP 742749, 17 North Street, Windsor - Court Appeal**

FILE NUMBER: MA0266/01 Pt1/EVD/ORD08NCX.V12

PREVIOUS ITEM: 95, Ordinary (13.11.2001)
PREVIOUS ITEM: 82, GPC Section 1 - Environment (27.08.2002)
PREVIOUS ITEM: 115, Ordinary (08.10.2002)

REPORT:

Introduction

On 13 November 2001 Council resolved to refuse the development application for the construction of a dwelling. The applicant lodged an appeal which was heard in the Land and Environment Court on 8 and 9 August 2002. The appeal was dismissed in Council's favour and a further appeal has now been lodged.

Report

Council's solicitors, Abbott Tout have now written to Council advising that the respondents have discontinued the further appeal against the Land and Environment Court decision.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 63 Oooo

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of committees

Sandstone Quarry Committee - 12 March 2003

The meeting commenced at 7.25pm at Hawkesbury City Council, Council Chambers

Present: Councillor Leigh Williams (Chairperson)
Mr and Mrs David Stimson
Mr Damian Milgate
Mr Greg Hall

Apologies: Mr John Pye

1. Previous Minutes

Minutes of previous meeting of 11 September 2002 were adopted.

2. Matters Arising from Previous Minutes

Development Application - office has now been approved.

3. Update Report on Quarry Regeneration Works

Damian Milgate presented a report on the regeneration works. Photographs of the works were compared to the previous photographs and the recent change in weather conditions with the rain has helped the establishment of the works.

4. General Business

The question on how often the Committee must meet was discussed. It was agreed that council officers would review the consent condition and provide advice to the next meet.

5. Next Meeting

On site Saturday 12 July 2003 at 10.00am.

oooO END OF REPORT Oooo

Hawkesbury Economic Development Advisory Committee - 13 March 2003

Meeting commenced at 6.10pm at Council's Committee Rooms at Council Chambers

Present: Councillor Lorna Allan, Councillor Joan Woods, Councillor Kevin Conolly, Mr Barry Crockford, Mr David Mason, Professor Michael Wilson, Ms Anne Young, Ms Carol Maher, Wing Commander Wayne Knight, Mr Brian Mitchell, Mr David Tuxford.

Also Present: Mr Geoff Banting, Mr Malcolm Ryan, Mr Kerry Bartlett, MP

Apologies: Mr Robert Calvert, Mr Bart Bassett

At 6.55pm Mr Banting and Mr Ryan left the meeting. At 7.25pm Councillor Kevin Conolly left the meeting, at 7.30pm Mr Kerry Bartlett MP left the meeting.

Confirmation of Minutes

Item 1 of the last HEDAC minutes were moved with the following paragraph changes:

Professor Wilson advised that new courses will be introduced to the campus such as forensic science subject to academic board approval and said that the courses that would be run and maintained at the campus will be very much driven by an economic ethos. In saying this he said that no decision to close the nursing courses had been made. In fact, the enrollments for the nursing courses had increased quite significantly.

He also said that he would be happy to allay any fears of the future of the Hawkesbury Campus by being on a committee (Community Board) to discuss issues relating to the course on offer and the future direction of the campus. This should be done through the UWS Office of Regional Development under Professor Kevin Sproates. He also said that the demand on the Hawkesbury campus for enrolments had increased quite significantly and were higher than the Bankstown campus and most other campus'. He also mentioned in his address, that extra students had been enrolled into eco-tourism and other agricultural courses.

The minutes moved by Wing Commander Wayne Knight, seconded by Barry Crockford.

Correspondence

1. An information package from Australian International Trade Association regarding sponsorship opportunities. A report will be presented to HEDAC's next meeting regarding the information package.

2. A letter from Ms Anne Young regarding her appointment to the Catholic Health Care Services Team in Epping in the role of Director of Quality and Clinic Risk Management. This is a new role within the Catholic health care system and has been created as a result of the significant growth of the Catholic Health Care Service, particularly in the area of aged care. Unfortunately this will

mean that Ms Young will be unable to continue as a member of the Hawkesbury Economic Development Advisory Committee and April's meeting will be her last meeting as a committee member.

Recommendation:

That the correspondence be received.

Moved by Professor Michael Wilson, and seconded by Ms Carol Maher.

1. Presentation by Malcolm Ryan, Council's Director of Environment and Development

Mr Ryan's presentation was on the time taken for DA approvals at Council. He was able to show examples of how the figures are collated and how they compare with neighbouring Councils'. He also stated that at the moment the DA approval time figures are not as good as previous years.

Questions were raised about who is the best person to contact if a DA has been in the system for a long time and is not progressing in the approval process. Mr Ryan said that he is the contact person and would welcome anyone seeking his help in this regard. He said that there needs to be more emphasis on the standard of application, which can also speed up the process time.

HEDAC members also said that they would like to see a list of DA's that had been received by Council relating to employment generating developments. HEDAC members also requested copies of Council's brochures relating to the processes involved in submitting DA's. The brochures will be made available for the next HEDAC meeting in April.

Recommendation:

That:

1. The information be received.

2. Extracts of the newsletter presented to Councillors relating to employment generating DA's be reported to the Hawkesbury Economic Development Advisory Committee on a monthly basis.

3. Quarterly statistics be presented to HEDAC referring to time taken for processing DA's relating to employment generating DA's.

Moved by Mr David Mason, and seconded by Mr Brian Mitchell.

2. Presentation by Mr David Mason, HEDAC representative for the agricultural industry, Chairperson of Hawkesbury Harvest Incorporated

Mr David Mason, HEDAC's representative for the agricultural industry and the Chairperson of Hawkesbury Harvest Incorporated gave an update to the plight of the agricultural industry within the Hawkesbury area and commented on the achievements to date of Hawkesbury Harvest Incorporated.

Mr Mason spoke of the Hawkesbury LGA as being one of the most productive, if not the most productive agricultural area within NSW. He supported this with data which verified his statement. He went on to say that the Hawkesbury LGA agriculture contributes at least $1.5 billion dollars per annum to the economy when the multiplier factor and the flow on effects are applied. The areas used for agriculture within the LGA are therefore an extremely valuable asset to the LGA and to the Sydney region. He concluded his presentation on agriculture with the statement that "Agriculture in the Hawkesbury is far from dead. It is awaiting a metamorphosis".

The second part of Mr Mason's presentation was devoted to Hawkesbury Harvest of which he is the Chairperson. Mr Mason spoke of how Hawkesbury Harvest Incorporated is an appropriate process to enable people to develop individually and collectively. In so doing, Hawkesbury Harvest contributes to the social and economic development of the region. The primary mechanism is sustainable agriculture whose potential is significantly enhanced through the development of the relationships with the regions other social environmental capital. It is small business and farm/home base business orientated, thereby creating balance to corporate and global business. It provides a basis for potential industry development. While the concept is initially centred on the Hawkesbury LGA, their potential region extends all along the Hawkesbury River. The potential exists for strategic alliances to be formed with other appropriate areas of Western Sydney.

<u>Recommendation:</u>

That:

1. Mr David Mason be thanked for his informative and comprehensive presentation.

2. An update of the Rural Land Study (Amendment 108) and the Topoclimate Project be reported to the next HEDAC meeting.

Moved by Barry Crockford, and seconded by Brian Mitchell.

3. Meeting of the North West Infrastructure Task Force

A report was presented to the meeting regarding the outcomes from the North West Infrastructure Task Force meeting held on Sunday, 2 March 2003. HEDAC's Chairperson was present at that meeting and stated that the Task Force Committee is working very hard with all political parties regarding the North West Corridor. A strategy will be developed on the North West Corridor by the Task Force Committee.

Recommendation:

That the information be received.

Moved by David Mason, and seconded by Brian Mitchell.

4. Penrith City and District Business Advisory Centre Limited Annual General Meeting

A report was presented to the committee regarding HEDAC's Chairperson, Councillor Lorna Allan, again being elected unopposed to the board of the Penrith City and District Business Advisory Centre Limited.

Recommendation:

That the information be received.

Moved by Carol Maher, and seconded by Professor Michael Wilson.

General Business

1. It was reported that a student marketing group, as part of their curriculum, has been established for the Richmond Mainstreet Project, with the objective of their research being to formulate a marketing plan for the Project.

2. Items that will be discussed at the next HEDAC meeting will include:

   - Richmond RAAF Base Economic Impact Study update.
   - Rural Land Study (Amendment 108) and Topoclimate Project updates.
   - A presentation by Ms Anne Young on the health industry within the Hawkesbury area.
   - Report on the Australian International Trade Association and opportunities available for sponsorship.
   - Budget requirements for 2003/2004.

3. The next Hawkesbury Economic Development Advisory Committee meeting will be held on Thursday 17 April 2003, commencing at 6pm.

oooO END OF REPORT Oooo

Hawkesbury Equity and Access Planning Committee - 19 March 2003

Meeting commenced at 12.05pm in Council's Committee Room at Hawkesbury City Council.

Present:	Janine Madden	Hawkesbury Action Network Against Domestic Violence
	Amanda Higgins	Hawkesbury HACC Forum
	Michael Laing	Hawkesbury Youth Interagency
	Shirley Palmer	Aboriginal Community Support Group
	Kaylene Kelland	Children Services Forum
	Alan Aldrich	Disability Advisory Committee
	Terry Fulton	Hawkesbury Home and Community Care Forum
	Roy McAlpine	Disability Advisory Committee
	Jenni Bousfield	Seniors & Disability Advisory Committees
	Patrick Smith	Hawkesbury Child Protection Interest Group
	Max West	Seniors Advisory Committee
	David Jones	Hawkesbury Area Local Command
	Nick Sabel	Hawkesbury Housing Forum
	Clr Christine Paine	Hawkesbury City Council (Chair)
Also Present:	Joseph Litwin	Hawkesbury City Council (Manager, Community Services)

1. Chairs Opening Remarks

The Chairperson (Clr. Paine) welcomed members to the meeting and acknowledged the attendance of new advisory committee representatives. The Chairperson requested that the Manager Community Services enlighten the Committee as to the reasons for the cancellation of the October 2002 and December 2002 meetings of the Committee. The Manager Community Services indicated that the October meeting was postponed due to the low number of representatives in attendance. The Manager Community Services indicated that this may have been the result of his tardiness in distributing the minutes of the August 2002 meeting and apologised for this situation. The Manager Community Services also indicated that the December 2002 meeting had been cancelled due to the large number of apologies that had been received for this meeting. To avoid a repetition if these events the Manager Community Services indicated he had rescheduled bi-monthly meetings for 2003 to ensure that a meeting did not fall due in December and that he would forward a schedule of meeting dates for 2003 with the minutes.

2. Apologies

Lyn Saville	Hawkesbury Food Program
Fiona Luckhurst	Hawkesbury Migrant Interagency
Elizabeth Stoddart	Hawkesbury Village
Tony McWhirter	Hawkesbury Area Local Command

The Apologies were accepted. Moved by Alan Aldridge, and seconded by Terry Fulton.

3. Minutes Of Previous Meeting

The minutes of the meeting held on the 21st August 2002 were adopted.

Moved by Kaylene Kelland and seconded by Jenni Bousfield.

4. Matters Arising From Previous Minutes

There were no matters arising.

5. Correspondence

Incoming:

Letter of resignation from the Committee forwarded by Linda Young of the Hawkesbury District Health Service and advising that Amanda Higgins had been appointed Health's representative on the Committee.

Letter from Child Protection Interest Group (tabled at meeting) - accountability report for Council funding of Children Protection Initiatives.

Outgoing:

Hawkesbury Housing Forum - 2nd instalment of Equity and Access Seeding Grant.

Letters to Advisory Committees requesting that Committees forward their recommendations for programs. Works and activities to be included in the Community Needs Report 2003-2004 to be table to Council.

Letters to recipients of Equity and Access Seeding Grants.

The Correspondence was accepted. Moved by Kaylene Kelland and seconded by Shirley Palmer.

6. Equity and Access Seeding Grant Program

Manager Community Services advised that the 2002/2003 funding round was now open. A notice to this effect was placed on Council's page in the Hawkesbury Gazette and an advertisement was carried in the Courier. In a response to a question from the Chair, the Manager Community Services outlined examples of projects funded in previous years under this program.

7. Hawkesbury Social Plan

7.1 ***Hawkesbury Social Plan 2002/2003.*** Manager, Community Services confirmed that copies of the Plan had been distributed to Committee members. The Manager Community Services provided a brief overview of the plan emphasising that the plan served the dual purpose of documenting what activities Council would be conducting in the current financial year to improve quality of life for residents, as well as auditing the outcomes of the previous years Social Plan. In this context, the Social Plan was an important accountability tool. In response to a question from the Committee, the Manager Community Services indicated that the content of the Social Plan was partly based on the outcomes of consultations and partly based on research in relation to the ongoing activities that Council undertakes to improve quality of life.

7.2 ***Community Needs Report 2002-2003 (six month review).*** Manager Community Services advised that a progress report had been tabled to Council outlining the status (as at the 1st February 2003) of the recommendations contained in the 2002-2003 Community Needs Report. In response to a question from the Chair, the Manager Community Services provided examples of the entries contained in the six month review and reported that 14 of the 47 recommendations contained in the report had been achieved, and a further 20 had been partially achieved with work continuing on these recommendations. The Manager Community Services also advised the Committee that in the 2001-2002 financial year Council expended $238,728 in supporting the implementation of the recommendations in the Community Needs Report 2001-2002.

7.3 ***Community Needs Report 2003-2004.*** The Community Planner/Youth Development Officer advised the Committee that the Draft Community Needs Report 2003-2004 had been prepared and would be reported to Council on the 25th March 2003. A copy of the draft document was tabled for the information of the Committee. Depending on Council's decision in relation to adopting the recommendations of the report, the Report will be available for distribution to Committee members after the 25th March 2003.

8. Council Reports

Manager Community Services tabled copies of relevant Council Reports which were considered and determined by Council in February and March 2003. These reports included;

8.1 ***Hawkesbury Crime Prevention Plan - Richmond Youth Streetbeat Project.*** Council agreed to maintain its contribution of $15,500 for this Project subject to the receipt of additional funding from the NSW Attorney General's Department. The Manager Community Services informed the Committee that representatives from the Youth Streetbeat project where invited to address Council in relation to this Project. The Chairperson (Clr. Paine) spoke in relation to this matter advising the Committee that the presentation by the Youth Streetbeat Workers was extremely informative and useful and assisted Council in its decision making regarding the continued allocation of funding for the Project. The Chairperson encouraged committee members to approach the Manager Community Services regarding issues that could be reported to Council to provide the opportunity for representatives of community committees to address Council in relation to these issues. The Manager Community Services confirmed that reports could be prepared for Council's information and determination (subject to appropriate approval).

A motion was moved to the effect that the Committee should support requests from community advisory committees to the Manager Community Services to discuss the possibility of formally reporting issues to Council (subject to appropriate approval) to enable committee representatives to provide information to Councillors in relation to issues affecting the well-being of residents.

Moved by Alan Aldrich and seconded by Amanda Higgins.

8.2 **Community Needs Report 2002-2003 - Update.** This report was dealt with in item 7.2.

8.3 **Launch of Community Languages Collection.** Tabled for information of Committee members.

9. Issues From Advisory Committees

9.1 Patrick Smith representing the Hawkesbury Child Protection Interest Group advised the Committee of a training seminar to be held on the 22nd May for workers working with families and children. The seminar was being funded from the child protection funding provided by Council. Patrick also spoke briefly about issues impacting on residents of the Riverside Van Park at Wilberforce - particularly concerns regarding the safety of children walking to Wilberforce Public School due to the lack of a footpath.

9.2 Max West representing the Seniors Advisory Committee informed Committee members of a recent survey conducted in conjunction with the identification of recommendations for inclusion in the Community Needs Report 2003-2004. The findings of the survey indicated that Senior residents were predominantly concerned with ensuring safer pedestrian access through the repair and construction of footpaths and the regular pruning of overhanging tress, the need for a directory of information for senior residents, and appropriate signage advising of the availability of public amenities. Max requested that immediate attention should be given to the pruning of trees along the pathway in Richmond Park. The Chair (Cl. Paine) indicated she would raise this matter with the Manager, Parks and Recreation.

9.3 Shirley Palmer representing the Aboriginal Community Support Group (ACSG) advised the committee that an Aboriginal Liaison Officer had been appointed to the Hawkesbury District Health Service Ltd. and that the ACSG was currently working on developing a program of events for NAIDOC Week.

9.4 Kaylene Kelland representing Children's Service provided an update to the Committee on the progress of the Family Co-op Project (funded under the Families First Program) and advised the Committee that a funding application had been lodged for funds to establish an Aboriginal Playgroup.

9.5 Janine Madden representing the Hawkesbury Action Network Against Domestic Violence advised the Committee of the completion of a funding submission for a crisis accommodation service for women and children escaping domestic violence which had been completed and forwarded to the Minster for Community Services. Janine also reported on the recent International Women's Day Event held on the 8th March 2003.

9.6 Amanda Higgins from the Hawkesbury District Health Service provided an update to the Committee of the Well Wise Women's Café project. The café was attracting between 6 and 19 participants and was achieving some very good outcomes for the women participating in the project. Amanda also informed the Committee about a similar initiative for men - 'The Men's Place' - for which the Health Service had received funding under the Community Development Support Expenditure Scheme. Amanda also advised the Committee of the difficulties that Home and Community Care (HACC) services were encountering in responding to requests for services from the HACC client group.

9.7 Roy McAlpine representing the Disability Advisory Committee spoke to the Committee of the need to include pictorial representations on signs directing people to public amenities and the like. The Disability and Aged Services Officer indicated that issues such as these would be included in Hawkesbury Disability Action Plan which is to be finalised by December 2003.

9.8 Terry Fulton representing the Hawkesbury HACC Forum affirmed the comments of Amanda Higgins regarding the high demand for HACC services being experienced by HACC service providers.

9.9 Michael Laing representing the Hawkesbury Youth Interagency provided an update to the Committee on preparation for Youth Week. Michael also advised the Committee of a meeting to be held on the 31st March to discuss the development of a project targeting South Windsor using Families First funding of $20,000 being made available by the Department of Community Services.

9.10 Alan Aldrich representing the Disability Advisory Committee (DAC) reviewed the recommendations of the DAC as detailed in the draft Community Needs Report 2003-2004. Alan also raised a number of other matters. These included;

9.10.1 The provision of appropriate disability access in association with the redevelopment of Thompson Square. The Chair (Clr. Paine) indicated she would request a report from Council staff regarding this matter.

9.10.2 Representations to be made to Telstra regarding the location of public telephone outside Richmond railway which were a potential safety hazard. The Manager Community Services indicated he would arrange for correspondence to be forwarded to Telstra in relation to this issue.

9.10.3 The inclusion of requirements for disability access in development and planning guidelines particularly for the development of commercial facilities. The chair (Clr. Paine) requested that the Manager Community Services arrange a meeting between Mr. Aldrich and the Manager Environment and Development to discuss this matter.

9.10.4 A request from DAC for Council to consider staging a Vision Impaired Information Day in conjunction with Disability Awareness Day. The Manager Community Services indicated he would seek advice from the Disability and Aged Services Officer in relation to this request.

9.10.5 A request for information regarding the timing of works to remove steps in Richmond Park. The Manager Community Services indicated he would seek advice from the Manager Environment and Development in relation to this request.

9.11 Nick Sabel representing the Hawkesbury Housing Forum provided information to the Committee about the role of the forum and provided an update on a number of Forum initiatives including the development and printing of a Homelessness Information Card and consultation with real estate agents regarding rental accommodation issues.

It was moved that the information from advisory committees be received.

Moved by Janine Madden and seconded by Alan Aldrich.

10. General Business

10.1 The Chair (Clr Paine) advised the committee of representations made by John Macdonald from UWS Hawkesbury regarding the LINCS project.

10.2 The Community Planner/Youth Development Officer advised the committee of the opening of the CDSE funding round and the opportunities available to apply for funding under this Program.

10.3 The Manager Community Services drew the Committees attention that a report regarding the Community Needs Report 2003-2004 would be considered by Council at its General Purpose Committee Meeting to be held on the 25th March 2003 commencing at 9.00am. The Manager Community Services invited Committee members to contact him if they wished to address Council in relation to the recommendations in the Community Needs Report. The Chair (Clr. Paine) also indicated she would be available to provide advice in relation to Council meeting procedures.

11. Next Meeting

To be held in the Council Committee Room from 12.00 to 2.00 pm on Wednesday the 21st May, 2003.

12. Summary of Committee Tasks

Item	Responsibility
Refer request from Seniors Advisory Committee regarding the need to prune overhanging trees on pathways in Richmond Park to Manager Parks and Recreation.	Clr. Paine
Recommendation relating to the need for pictorial representations on signs directing people to public amenities and the like to be referred for inclusion in Disability Action Plan.	Disability and Aged Services Officer

Item	Responsibility
Request for Council report seeking information in relation to the incorporation of disability access into the proposed redevelopment of Thompson Square, Windsor.	Clr Paine
Correspondence to be forwarded to Telstra advising of safety concerns relating to the present location of public telephones outside Richmond railway station.	Disability and Aged Services Officer
Request for meeting between members of Disability Advisory Committee and Manager Environment and Development to discuss the inclusion of requirements for disability access in development guidelines for commercial facilities.	Manager Community Services
Response to request from Disability Advisory Committee for Council to consider staging a Vision Impaired Information Day in conjunction with Disability Awareness Day.	Manager Community Services
Response to request for information regarding the timing of works to remove steps in Richmond Park.	Manager Community Services

Meeting closed at 1.50 pm.

oooO END OF REPORT Oooo

Local Traffic Committee - 21 March 2003

Meeting commenced at 10.00 am in the Committee Rooms at Hawkesbury City Council

Present: Councillor P Davies (Chairman)
Mrs L Van Putten, Roads and Traffic Authority
Senior Constable G. Schmahl, NSW Police Service
Mr J. Christie, Office of Mr J Anderson, MP

Apologies: The Hon. K. Rozzoli, MP
Mr R. Elson, Department of Transport

Also Present: Mr C. Daley, Director Asset Services & Recreation
Mr C. Amit, Manager Design and Mapping Services
Mr T Shepherd, Administration Officer, Asset Services & Recreation

1. Minutes

1.1 Minutes of the meeting held on 21 February, 2003 were confirmed.

2. Reports

Mr G. Hall, Town Planning Co-ordinator, joined the meeting at this stage.

2.1 Lot 2, DP630616 Macquarie Street, South Windsor DA0382/02. Development Application providing for construction of a BP Convenience Store and fuel dispensing facility. This site was formerly Portland Timber Company and is located on the eastern side of Macquarie Street, generally opposite the intersection of George Street.

Recommendation

That Council confirm its previous decision made at its meeting held on 11 June, 2002 that no objection be held to the proposed development application, subject to:

1. Left in/left out vehicle movements;

2. The application complying with all Road and Traffic Authority requirements.

2.2 George Street, Windsor - Temporary Closure Windsor R&SL Sub-branch. Advising that the Anzac Day Dawn Service will be held at Windsor War Memorial during 4.45am-5.30am, Friday 25 April 2003 and seeking temporary closure of George, Dight and Tebbutt Streets, Windsor for the duration of the service.

Report:

1. The Sub-branch has submitted a copy of its Public Liability Policy for an amount of $10,000,000;

2. A Traffic Management Plan is attached; the applicant has orally advised that Schedule 1, Summary Offences Act has been submitted to the NSW Police Service;

3. Under revised guidelines for "Traffic Management for Special Events" issued by the Roads & Traffic Authority this event would appear to be a Class 3 event;

4. The Service has been held in past years with no known problems.

Recommendation:

That approval be granted to Windsor R&SL Sub-branch for temporary closure of George, Dight and Tebbutt Street, Windsor during 4.30am-5.30am, Friday 25 April, 2003 to conduct its Anzac Day Dawn Service, subject to:

1. The applicant advertising the proposed road closures in the local press;

2. The applicant submitting an Application for Road Occupancy to the Transport Management Centre, Roads & Traffic Authority.

3. Questions Without Notice

3.1 <u>Senior Constable G. Schmahl</u>

Advised of an application by Kerr Wing, Australian Air League Inc. for approval to conduct a street parade in Richmond traversing Francis, Bosworth and Windsor Streets Richmond during 1.00pm-1.30pm, Sunday 18 May 2003.

Recommendation:

That no objection be held to the proposed street parade subject to:

1. The event being conducted under escort by the NSW Police Service;

2. Submission of a Public Liability Policy in an amount of $10,000,000 with Council's interests noted on that policy;

3. The applicant advertising the proposed temporary closure in the local press;

4. The route being left clean and tidy upon completion of the event;

5. The applicant submitting an application for Road Occupancy to the Transport Management Centre, Roads & Traffic Authority.

3.2 Mr J. Christie

Advised of failure of motorists exiting Richmond Racecourse to give way to vehicles on Racecourse Road.

Recommendation:

That this mater be further reported to the next meeting.

4. General

Upon his retirement as the Member for Hawkesbury, the Chairman expressed appreciation on behalf of the Committee for the past contribution by the Hon. K. Rozzoli, MP and wished him well in his future endeavours.

5. Next Meeting

The next meeting of the Local Traffic Committee will be held at 10.00am, Thursday, 17 April 2003.

oooO END OF REPORT Oooo

ordinary meeting

end of paper