Hawkesbury City Council

ordinary meeting business paper

date of meeting: 11 March 2003

location: Council Chambers

time: 7.00PM

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Ordinary Meeting - 11 March 2003

Councillors B Calvert, L Williams, C Paine and P Davies:

Nuclear Free Zone

That this Council declare the Hawkesbury City LGA to be a Nuclear Free Zone.

oooO END OF NOTICES OF MOTION Oooo

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General Purpose Committee - 25 February 2003

AGENDA

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

Report of the Meeting of the General Purpose Committee held at the Council Chambers, Windsor, on 25 February 2003, commencing at 9.00am.

PRESENT: Councillor R P Stubbs, Mayor and Councillor, K F Conolly, D Finch, C A Paine, L C Sheather, L A Williams, and C J Woods.

Apologies for absence were received from Councillors Allan, Calvert, Gilling, Davies and Rasmussen

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

Councillor Rasmussen arrived at the meeting at 9.25am
Councillor Gilling arrived at the meeting at 9.30am
Councillor Calvert arrived at the meeting at 2.00pm
Councillor Conolly left the meeting at 2.00pm
Councillor Finch left the meeting at 4.50pm
Councillor Sheather left the meeting at 5.55pm
Councillor Allan arrived at the meeting at 6.00pm

RESOLVED on the motion of Councillor Sheather and seconded by Councillor Paine that the Minutes of the General Purpose Committee Meeting held on 28 January 2003, be confirmed.

The following recommendations were passed as resolutions of the Committee:

SECTION 1 - ENVIRONMENT

12: Proposed Rezoning at Lot G DP164771, No. 820 Richmond Road, Clarendon
(P1829/845/EVD/ENB25NAX.V08)

Mr Brian Fletcher, proponent, addressed the Committee

COMMITTEE'S RECOMMENDATION

That:

1. A draft local environmental plan be prepared to permit the subject land to be used for a motel.

2. The draft local environmental plan be prepared in accordance with the Environmental Planning and Assessment Act 1979 and the Department of Planning's Best Practice Guidelines.

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

4. A Local Environmental Study not be prepared.

13: Erection of two buildings, one building to be used as a supermarket and 17 speciality shops, one building to be used for 9 bulky goods retailing units, associated vehicle parking and loading facilities. Lot 2 DP535140, Vol 11156, Fol 248 & Lot 180 DP752061, 264 to 272, Windsor Road, Vineyard NSW 2765 (DA1389/02/EVD/ENB25NAX.V04)

Mr Walter Kullen and Mr Trevor Devine, proponents, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That:

1. Advice be obtained from Council's Solicitors regarding Development Application No. 1389/02 for the erection of two buildings, one to be used as a supermarket and 17 (seventeen) speciality shops and the other to be used for 9 (nine) bulky goods retailing units, and associated car parking and loading facilities on Lot 2 DP535140 and Lot 180 DP979731, 264 to 272 Windsor Road, Vineyard and, if appropriate, the application be refused under Delegated Authority.

2. Abbott Tout Solicitors be engaged to represent Council in the Land and Environment Court Proceedings No. [1] 10146 of 2003.

14: s.96 Modification to Development Consent DA 95/02 - No. Of vehicle movements, hours of operation and emergency repairs to trucks. Lot 4, DP 843500, 66 Canoona Avenue, Windsor Downs NSW 2756 (DA0095/02/EVD/ENB25NBX.V11)

Councillor Finch declared an interest as the applicant's children are students at her swim school.

Mr Dean Smith and Mr Simon Laird, proponents, addressed the Committee.

Mr Leon Walker, Mrs Kay Vella representing the Windsor Down Home Owners Association, Mr Bob Handley, respondents, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That Council staff undertake a mediation session between the applicant and residents before the Ordinary meeting with the outcomes to be reported to this meeting.

ADDITIONAL INFORMATION

As requested by Council, a negotiation meeting has been set down for 5 March 2003. The outcome of this negotiation will be the subject of a supplementary report to the Ordinary meeting.

15: Four (4) lot subdivision of Lot 23 DP 250464, 330 Grono Farm Road, Wilberforce (DA1625/01/EVD/ENB25NAX.V09)

Mr Toby Fiander and Laurie Rose, proponents, addressed the Committee.

Mr Ted Books and Mr Brian McKinlay, respondents, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That further information be reported to the Ordinary meeting outlining issues raised at this meeting.

16: Section 96 Modification to relocate dam associated with the growing of cut flowers, Lot 7 DP 7571, 89 Boundary Road, GLOSSODIA NSW 2756 (DA005/02A/EVD/ENB25NBX.V10)

Mr Ted Books and Mr Brian McKinlay, proponents, addressed the Committee

Mrs Dianne Lanham, respondent, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That the Director of Environment & Development meet with the applicant on site with the outcome of this meeting, and possible amendments to the recommendation, to be reported to the Ordinary meeting. Further, that Mrs Lanham be invited to attend this meeting.

17: Draft Local Environmental Plan 6/00 - Draft Amendment 126 - Protection of Threatened Species and Regionally Significant Wetlands (LEP 6/00/EVD/ENB25NBX.V05)

Mr Kurt Lance, Mr A Currall, Mr Neil Sheddon, Mr Brian McKinlay, respondents addressed the Committee.

COMMITTEE'S RECOMMENDATION

That:

1. The draft local environmental plan not be amended.

2. The draft local environmental plan (Amendment 126) be forwarded to the Department of Planning for finalisation and gazettal.

3. New provisions be prepared and inserted into the Hawkesbury Development Control Plan to reflect the requirements of draft Amendment 126.

4. Discussion be held the Director of Environment & Development and the respondent's representatives and further reported to the next Ordinary meeting.

5. Outcomes of this discussion to be workshopped by Councillors prior to the next Ordinary meeting.

18: Review of Determination - DA408/02 - Re-subdivision of Lots 1 and 2, DP790878, 210 and 226 Kurmond Road, Freemans Reach (DA408/02/EVD/ENB25NBX.V03)

Mr Charles Attard, respondent, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That having reviewed the determination in accordance with S82A of the Environmental Planning and Assessment Act 1979, Council amend the Development Consent notice as follows:

1. Condition 16 of Development Consent DA 408/02 be amended to read:

   Submission of a Certificate from Integral Energy that satisfactory arrangements have been made for the provision of above ground electricity to each of the resultant lots of the subdivision.

2. Condition 18 of Development Consent DA 408/02 be deleted.

3. Condition 23 of Development Consent DA 408/02 be deleted.

19: Tender for removal of soil at Hawkesbury City Waste Management Facility (107/EVD/ENB25NBX.V01)

Mr Neville Diamond, Respondent, addressed the Committee

COMMITTEE'S RECOMMENDATION

That:

1. Having considered the tenders submitted, Council decline to accept any of the tender applications submitted for Tender No. 003/FY03 - "Tender for soil removal from Hawkesbury Waste Management Facility".

2. Council resolve to not invite fresh tenders or applications for the soil removal, as the current market indicates that offers to purchase would not be forthcoming. Further, no budget allocation has been made to pay for the removal of the soil.

3. Council resolve to enter into negotiations with Mr Kerry Luscombe of Luscombe Contracting Pty Limited, with a view to entering into a contract to purchase and remove the subject soil.

4. All tenderers be notified that none of the tenders for the proposed contract were accepted.

5. Once negotiations have been completed with Luscombe Contracting Pty Limited, that Council enter into a contract with this company under seal of Council, for the purchase and removal of the soil material at $0.30 (thirty cents) per tonne, and that all soil that is the subject of the contract, is removed from the site within 6 (six) months of commencement of the contract.

20: Additions to Dillwynia Women's Correctional Centre, The Northern Road, Berkshire Park (GT090/003Pt11/EVD/ENB25NCX.V02)

COMMITTEE'S RECOMMENDATION

That:

1. The information be received.

2. This Council view with concern the increasing rates of incarceration of women and wish that other methods of rehabilitation be offered.

3. This matter be forwarded to the Minister and Local Member

SECTION 2 - INFRASTRUCTURE

4: Acquisition for Road Purposes (road widening) - Grose Vale Road, Kurrajong (MA1001/01/18837/18838/ENG/INB25NBX.E07)

COMMITTEE'S RECOMMENDATION

That:

1. Council acquire by compulsory process that part of Lot 1 in Deposited Plan 62872 (927 Grose Vale Road, Kurrajong) from Mr & Mrs Parker for the sum of $10,000.00 (ten thousand dollars).

2. All legal and survey costs to be borne by Council.

3. Any fencing and shrubbery relocation as a result of the acquisition to be undertaken at no cost to the owners. Any fencing to be relocated is to be provided at the standard and style of the current fencing.

4. Once acquired reference to future road widening is to be deleted from the property.

5. All necessary documents be executed under the Common Seal of Council.

5: Ham Common Regional Playground (79354/ENG/INB25NBX.E03)

COMMITTEE'S RECOMMENDATION

That:

1. Council support the changes made from the community consultation period; and,

2. The Concept design be adopted.

6: Improved Street Lighting Railway Street South, Mulgrave (1298/79338/ENG/INB25NBX.E06)

COMMITTEE'S RECOMMENDATION

That the proposal of Integral Energy to install three 150w SHP Lanterns on three existing poles in Railway Street South, Mulgrave be accepted, with the Schedule 1 option of annual charge increase of $548.52 (five hundred and forty eight dollars and fifty two cents) GST inclusive and a capital contribution of

$2,900.00 (two thousand nine hundred dollars) plus $290.00 (two hundred and nine dollars) equalling $2,299.00 (two thousand two hundred and ninety nine dollars). Funding to be provided from the Street Lighting Budget.

7: Request from University of Western Sydney for walking path/cycleway link through Gomebeeree Environs at UWS Hawkesbury Campus (79541/ENG/INB25NBX.E05)

COMMITTEE'S RECOMMENDATION

That the request from the University of Western Sydney Hawkesbury be referred to Council's Bicycle Steering Committee for prioritisation in their five year planning for cycle ways.

8: Cabbage Tree Road, Grose Vale - Road Condition (34701/ENG/INB25NBX.E08)

Mr Bob McCallum and Mr Paul Coffey, respondents, address the Committee

COMMITTEE'S RECOMMENDATION

That the maintenance concerns in Cabbage Tree Road be addressed as follows:

1. Owners where vegetation is obstructing site distance be requested to remove or trim vegetation as necessary.

2. Centre lines with raised pavement markers be implemented where necessary.

3. Additional patching and shoulder works proceed.

4. Reflective guide posts be installed along bends.

5. A reflective chevron and T intersection warning sign be installed at the intersection of Grose Vale/Cabbage Tree Roads.

6. An ongoing program to provide a minimum uniform seal width of 5.5 metres be included in future works programs.

7. Further report and costings be provided to the Ordinary meeting.

ADDITIONAL INFORMATION

A further inspection of Cabbage Tree Road has been undertaken with a view providing estimates of cost to bring the bitumen seal width to a minimum of 5.5m. The chainages outlined below commence from Grose Vale Road.

Chainage	Description	Estimated Cost
00-320	This section is winding with a 5 metre seal within a 10 metre road reserve. To widen this section portions of adjoining land would need to be acquired particularly on the bends and retaining walls may be needed along sections of cut and fill.	Not estimated
320-492	Average seal width 6.6 metres, 20 metre road reserve, no work considered necessary.	-
492-810 (northern intersection of loop road)	Variable width seal between 4.5-4.9 metres, 10 metre road reserve. Bitumen seal could be widened by approximately one metre along the western side, the eastern side being affected by services. Acquisition may be required for widening, acquisition costs, utility adjustments and fencing have not been estimated.	$95,000
810-1000	Average seal width 5.3 metres, road reserve 20 metres. Widening can be carried out on the western side, however longitudinal drainage is required for approximately 120 metres due to deep table drains on both sides.	$50,000
1000-1250 (south end of loop road)	Average seal width 5.3 metres, road reserve width 20 metres. As this section is within a dip and a horizontal curve the seal should be widened to a minimum of 6.1 metres and would require an extension of the drainage provided in the previous section.	$72,500
1250-1700	Average seal width 5.1 metres, road reserve width 20 metres. Widen seal by 500mm on the western side.	$36,000
1700-2500	Average seal width 4.7 metres, road reserve width 20 metres. Three power poles would need relocation and a culvert extended. Widening could be provided on the western side.	$105,000
2500-2940	Average seal width 4.3 metres, road reserve width 20 metres. Widening could be provided for the full length on the western side.	$46,000
2940-3000	Average seal width 3.7 metres, road reserve width 20 metres. Widening may be provided for the full length on the western side, some large trees may have to be removed.	$11,000

Chainage	Description	Estimated Cost
Pedestrian Access - Bushfire Shed to Grose Vale Road	There is a road reserve at this location approximately 280 metres long within which a pathway of decomposed granite could be constructed to provide pedestrian/horse riding access from the bushfire shed vicinity to Grose Vale Road, negating the need to traverse the winding section at the start of Cabbage Tree Road.	$12,000

Recommendation

That the maintenance concerns in Cabbage Tree Road be addressed as follows:

1. Owners where vegetation is obstructing site distance be requested to remove or trim vegetation as necessary.

2. Centre lines with raised pavement markers be implemented where necessary.

3. Additional patching and shoulder works proceed.

4. Reflective guide posts be installed along bends.

5. A reflective chevron and T intersection warning sign be installed at the intersection of Grose Vale/Cabbage Tree Roads.

6. An ongoing program to provide a minimum uniform seal width of 5.5 metres be included in future works programs.

7. The provision of pedestrian access from the bushfire shed to Grose Vale Road at an estimated cost of $12,000 be included in the Capital Works Program for 2003/2004.

9: Proposed Alterations of Boundaries of the Suburb of Kurrajong, North from Bells Line of Road (107/ENG/INB25NBX.E09)

Mr Ray Barnard, Mr Brian Wyborn, Mr Peter Dunn, proponents, addressed the Committee

<u>COMMITTEE'S RECOMMENDATION</u>

That:

1. The suburb of Kurrajong be amended by addition of the area designated as Comleroy and part of Blaxlands Ridge as shown on Plan No 2003048/A.

2. The Geographical Names Board of NSW be advised of Council's decision for its consideration.

10: Loop Section, Cabbage Tree Road, Grose Vale - Proposed Re-naming: Ezzy Crescent
(79338/ENG/INB25NBX.E01)

Mrs Larna Ezzy and Ms Alison Ezzy, proponents, addressed the Committee.

Mr Alan Cox, Mr Paul Coffey, respondents, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That a meeting be held with the residents of The Loop Road and Council staff with the outcome to be reported to Council.

11: Reserve for Public Recreation - 855 Comleroy Road, Blaxlands Ridge
(79354/ENG/INB25NBX.E02)

Councillor Rasmussen declared an interest as his property neighbours Yarramundi Reserve.

Mr Neville Diamond, representing Mr Bill Sneddon, and Mrs Brennon, respondents, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That the Comleroy Road Community be consulted in relation to this matter with the outcomes to be reported to Council. Further, that a letterbox drop be carried out notifying residents to the south up to Comleroy School and a similar north on Comleroy and Blaxlands Ridge Roads with an accompanying advertisement to be placed in local newspapers.

ADDITIONAL INFORMATION

The distance from the Reserve to Comleroy Road Public School is approximately 3 (three) kilometres and the number of properties within a 3 (three) kilometre radius of the Reserve is approximately 450 (four hundred and fifty). It is proposed that a position paper be written and all landowners within a 3 (three) kilometre radius be notified of a public meeting to consider the future use of the Reserve will be held in the next few weeks.

Recommendation

That a public meeting be convened and all landowners within a 3 (three) kilometre radius of the Crown Reserve be notified to discuss the future use of the Reserve.

12: Macquarie Park - Windsor Canoe Club (79354/ENG/INB25NBX.E04)

COMMITTEE'S RECOMMENDATION

That:

1. The Windsor Canoe Club be allowed usage of Macquarie Park to run the events/training sessions as outlined within their calendar of events.

2. All general conditions of consent are to be adhered to.

3. The Windsor Canoe Club be allowed to store their canoes within the room at the end of the toilet block at Macquarie Park at no charge.

SECTION 3 - ORGANISATION AND RESOURCES

11: Monthly Financial Report - January 2003 (GF011/005/FNC/OGB25NAX.F02)

COMMITTEE'S RECOMMENDATION

That the information be received.

12: Fire Services in New South Wales - Local Government's Role
(79351/GMA/OGB25NAX.G06)

64 RESOLVED on the motion of Councillor Gilling seconded by Councillor Rasmussen

That the Committee exercise its delegation as full Council and resolve that:

1. Council advise the Local Government Associations that it sees a statewide managed and coordinated Rural Fire Service, with local service arrangements and representation on District Committees to enable input into planning (including hazard reduction), as its favoured model. In terms of finance it sees the funding model of a valuation based property levy, augmented by a tax levy on motor vehicles as the best to meet these requirements. That the Council would be prepared to collect such a levy through its rating system, provided there was an appropriate service charge (say, five percent) and the levy was clearly indicated on the billing system as a State Government Fire Levy.

13: Battle of Vinegar Hill Commemoration (78149/CSV/OGB25NBX.C08)

COMMITTEE'S RECOMMENDATION

That:

1. Consideration be given to allocating $10,000 (ten thousand dollars) towards the development of regional celebrations planned to commemorate The Battle of Vinegar Hill and $8,000 (eight thousand dollars) to support local celebrations including a children's pantomime in the 2003/2004 budget.

2. The Member for Macquarie be approached to give support to the Vinegar Hill Commemoration 2004 Steering Committee's proposal to mint a coin and produce stamps to commemorate the event.

3. The Local History Librarian and the Manager for Corporate Communications work with local interest groups to develop a complimentary local celebration.

14: Demolition of Derelict Houses located in the South Windsor Waste Depot Precinct
(GC281/067/CSV/OGB25NBX.C10)

COMMITTEE'S RECOMMENDATION

That:

1. Council make application to Penrith City Council for the demolition of the two derelict houses located on the properties at Lot 22, The Driftway, Londonderry and Lot 1 (No. 2) Reynolds Road, Londonderry.

2. Expressions of interest be sought from interested parties requiring agistment properties with appropriate advertising being placed in both the Hawkesbury Gazette and the Penrith Press newspapers.

3. During the period of advertising for expressions of interest, appropriate signage be placed on the 2 (two) properties advising that the properties will be used for agistment purposes.

15: RAAF Commemorative Memorial (77675/CSV/OGB25NBX.C09)

COMMITTEE'S RECOMMENDATION

That:

1. Support for the RAAF Associations proposal for additional plaques on the Commemorative Structure in Bicentennial Park be approved in principle.

2. Consideration be given to allocating funding of $7,250 (seven thousand two hundred and fifty dollars) towards the construction and opening event in the 2003-2004 Budget.

16: Hawkesbury Crime Prevention Plan - Richmond Youth Streetbeat Project (107/CSV/OGB25NBX.C07)

Mr Marcello Scali, proponent, addressed the Committee

COMMITTEE'S RECOMMENDATION

That:

1. The information be received.

2. If Council's application to extend the Hawkesbury Safer Community Compact for a further twelve months is successful, then Council to execute a funding agreement with the NSW Attorney General's Department to accept a further twelve months of funding amounting to $42,000 (forty two thousand dollars) for the Richmond Youth Streetbeat Project.

3. Council to maintain its contribution of $15,500 (fifteen thousand five hundred dollars) to the Richmond Youth Streetbeat Project for the 2003/2004 financial year.

17: Clarendon Skatepark - Community Safety Management Plan
(107/CSV/OGB25NBX.C03)

Mr Jamie Cavanaugh, proponent, addressed the Committee.

COMMITTEE'S RECOMMENDATION

That:

1. The information be received.

2. Council establish a 'Skatepark and Other Facilities Working Party' to develop a draft Community Safety Management Plan for Skateparks and other Facilities to provide a template for the design, construction and operation of skateparks and other facilities in the Hawkesbury.

3. The draft Community Safety Management Plan for Skateparks and other Facilities be reported to Council for public exhibition and comment.

18: Independent Review Assessment of Dispute between Mr N Baricevic and Council
(P1513/360/EVD/OGB25NBX.V11)

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

COMMITTEE'S RECOMMENDATION

That a committee of three Councillors and the Acting General Manager be established to deal with this matter. Further, the three Councillors be nominated at the Ordinary meeting.

ADDITIONAL INFORMATION

In relation to the order issued in 1984 and subsequently re-inspected on different occasions, various defects were identified that required completion in a good and workman like manner. These requirements included:

- The top front brickwork section adjoining the patio is approximately 20mm out of plumb with the existing brickwork of the dwelling.

- Area of the brickwork mortar do not match up with existing brickwork mortar colour, nor is consistent in colour throughout the additions.

- An expansion joint has not been provided above the external rear door brickwork between existing brickwork and new brickwork.

- New brickwork to be cleaned down of mortar stains.

- Submit to Council Engineers Certificate for slab reinforcement as per Council's letter dated 2nd September, 1983.

- Provide 90 mm diameter downpipes connected to approved disposal system.

- Clean brickwork of all mortar stains.

- Demolish and reconstruct brick return wall along the northern end of the front patio and relay new brickwork in a true, level, plumb and tradesman like manner in accordance with S.A.A. Brickwork code.

The contrary opinion of the Builders Licensing Board in April of 1984 included responsibilities of Mr Baricevic that required attention. The Builders Licensing Board considered that the owner builder, Mr Baricevic, was retaining sufficient funds to rectify any defects.

The independent review carried out by Mulane Consultants assumed that in the absence of any application for 317 certificate in 1991, that Council issue these certificates to "put the file in order".

Mr Baricevic's request for Council to issue the 317 Certificate leaving the rectification order valid and in force has been subsequently provided to Mr Mulane who is reconsidering his position and outcome in regard to this matter.

Recommendation

That:

1. The independent review assessment carried out by Mulane Planning Consultants be received with any changes following additional information regarding Mr Baricevic's request for Council to issue a 317 Certificate in 1991 be received.

2. Mr Baricevic be advised that all Council rates and interest charged under the local government act are recoverable.

3. The Federal Member for Mitchell, Mr Alan Cadman be advised of Councils decision in this regard.

19: Community Needs Report 2002-2003 - Update (107/CSV/OGB25NCX.C05)

COMMITTEE'S RECOMMENDATION

That the information be received.

20: Launch of Community Languages Collection - Hawkesbury City Council Library Service (107/CSV/OGB25NCX.C04)

COMMITTEE'S RECOMMENDATION

That the information be received.

QUESTIONS WITHOUT NOTICE

1. Councillor Sheather requested that Councillors be notified of any outstanding legal items.

   The Mayor advised that this would be done.

2. Councillor Calvert referred to a report to come to Council on Nuclear Free Zones, and enquired what the current status of this was. He advised that he has submitted a Notice of Motion for the next Ordinary Meeting.

   The Director of Environment & Development advised that he was trying to track down the nuclear free secretariat but that they have been unresponsive and is no unsure if they still exist. The Director of Environment & Development advised that he would have a further information for the next Ordinary meeting.

3. Councillor Rasmussen referred to a picture in the Council Committee rooms and enquired if a plaque identifying this river be added.

   The Mayor advised that this had not been done as it was not the Hawkesbury River.

4. Councillor Rasmussen requested an update on the status of Yarramundi Bridge.

The Director of Asset Services advised that there was no further information available.

5. Councillor Rasmussen advised that a pile of asbestos had been dumped on RTA land outside his property and requested that this be removed.

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

6. Councillor Rasmussen enquired if there was a change of date to the previously approved Aquatic Festival.

The Director of Asset Services & Recreation advised that the date had been changed due to a clash of dates with the UHBPBC. A date is yet to be negotiated of which Council will be advised.

7. Councillor Williams referred to a newspaper article about the hybrid car and enquired if Council would be receiving a report on this.

The Director of Environment & Development advised that the Purchasing Officer had looked into the cost of purchasing such a vehicle was quite considerable and that the current budget did not allow for such a purchase.

8. Councillor Williams advised that there was fridge and car in pieces in the Chain of Ponds Reserve. He requested these be removed.

The Director of Environment & Development advised that this would be done.

9. Councillor Woods requested an update on what was happening in Thompsons Square as there are currently dead plants outside the Ice Creamery.

The Mayor advised that this would be investigated.

10. Councillor Woods requested that pot holes in Freemans Ridge Road be repaired.

The Director of Asset Services & Recreation advised that this road had been repaired.

11. Councillor Woods referred to street lights at McGraths Hill Flats which are on during the day and not the night. She requested that this be investigated.

The Director of Asset Services & Recreation advised that he had previously investigated the matter and found that they had been working correctly but asked Councillor Woods to advise him of when they were not working correctly so that Integral Energy could be contacted.

12. Councillor Paine referred to the roundabout in Caroona Avenue and enquired when this was to be fixed.

    The Mayor advised that this would be investigated.

13. Councillor Paine referred to landfill and messy shops and service station on Windsor Road this side of the produce store. She requested that these properties be approached to be cleaned up.

    The Director of Environment & Development advised that this would be investigated.

14. Councillor Rasmussen enquired what the current legal advice in relation to Hollands Paddock.

    The Acting General Manager advised that Council were proposing to cancel the special meeting scheduled for next Tuesday night - 4th March 2003. The issue is one based on legal information provided and that Senior Counsel advice on this information, was being obtained.

The meeting terminated at 6.35pm.

Submitted to and confirmed at the meeting of the General Purpose Committee held on 25 March, 2003.

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Mayor

ordinary

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section

reports

for determination

ITEM: 20 **Approval for Interstate Travel - 2003 LGMA National Congress and Expo**

FILE NUMBER: 79351/GMA/ORC11NAX.G05

REPORT:

The Local Government Managers Australia (LGMA), (formerly the Institute of Municipal Management), National Congress and Expo this year is being held in Adelaide from 25 to 28 May 2003.

The Conference has been highly successful for a number of years and has been built on a proven formula that delivers important outcomes for both appointed and elected officials. It brings together national and international experts, local government opinion leaders and policy makers.

This year the Conference will focus on management in the areas of managing local area environments - a workshop on integrating sustainable development principles into local government core business activity, managing local government corporations - maintaining best practice in the governance stakes, good councillor/staff relations, best practice regional partnership models, a study of who's taking care of the public interest, getting returns on social capital, strategic demography, an interactive presentation and workshop on "cost shifting", ethics and morality in partnerships, environmental partnerships in the next 10 years, the realities of public security, future financing of local government, new ideas on developing young leaders, public profile and the media, an analytical workshop on private/public partnerships with community buy-in, how to formulate and implement an effective local economic development strategy, e-services, how to balance a sensible work/home life, flexible work practices regarding home-based work arrangements, transformation leadership, and using indigenous knowledge to achieve better outcomes.

The cost of attending the conference will be approximately $2,300.00 per delegate and in accordance with Council's travel policy, approval for this is required. Those Councillors wishing to attend will need to indicate their interest so that approval can be gained from Council. It is proposed to send appropriate staff members to the Local Government Managers Australia National Congress and Expo in Adelaide in May 2003.

RECOMMENDATION:

That Council approve the attendance of nominated Councillors and appropriate staff members at the Local Government Managers Australia National Congress and Expo in Adelaide from 25 to 28 May 2003.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 20 Oooo

ITEM: 21 **Grant Application - Families First Strategy**

FILE NUMBER: 79771/CSV/ORC11NBX.C06

REPORT:

The Families First Strategy is an initiative of the NSW Government which aims to fund and establish a network of prevention and early intervention services for families raising children. The primary objective of these services is to provide practical support and assistance to the carers of young children to enable them to resolve problems, at an early stage, which may impact on their capacity to provide care for their children.

Early intervention is being increasingly viewed as a prudent investment by governments in society's future. Research has demonstrated that early intervention strategies have a positive impact on family functioning and have the capacity to deliver substantial economic returns in terms of reduced government expenditures on crime, abuse prevention and health.

For many years, Council has supported early intervention for families with young children through the funding of child care services and the construction of community facilities which provide families with access to community services and supportive neighbourhood networks. Recently, Council staff, in conjunction with stakeholders, have finalised the design of a proposed Family Centre to be constructed in South Windsor from Section 94 developer contributions.

In March 2002, Council was instrumental in putting together a consortium of family support and health services which was successful in receiving recurrent funding for a Family Worker service and some one-off funds for a project to strengthen the capacity of existing service to respond to the needs of vulnerable families with young children. This new service - the Hawkesbury Family Co-op - is now operating from the Stewart Street Early Intervention Centre and has commenced providing home-based outreach services to vulnerable families. As the lead agency in the consortium, Council is the auspice body for the Hawkesbury Family Co-op.

In February, 2003, additional funding under the Families First Strategy was made available by the Cabinet Office of New South Wales. This funding is administered by the Department of Community Services. Following discussions with members of the Consortium, it was recommended that Council submit an application for additional one-off funding to develop and provide a 'Diversity Reach Out Project'. This pilot project would see the Hawkesbury Family Co-op employ a project worker to assist in the recruitment and training of a pool of indigenous and ethno-specific workers to provide services to indigenous families and families from culturally and linguistically diverse (CALD) backgrounds. This need for additional support services for indigenous and CALD families has been consistently identified in Council's social planning consultations. Child protection statistics indicate that within the Hawkesbury indigenous children are five times more likely to be the subject of reports of harm or abuse than non-indigenous children.

The project is intended to complement the outreach support services provided by the Hawkesbury Family Co-op and would enable the Co-op to better meet the needs of indigenous and CALD families who may require more specialist support services.

The application is seeking $35,192 (thirty five thousand one hundred and ninety two dollars) as a one-off contribution to cover the costs of establishing the project. Subject to an evaluation of this pilot project, funds for the continuation of the project will be sourced from the existing recurrent funding grant for the Hawkesbury Family Co-op. If successful, the funding application would have no financial implications for Council as the project has been designed to operate within the funding grant.

The closing date for the lodgement of the applications was 1 March 2003. The recommendation from the consortium to lodge the application was finalised on 25 February 2002 preventing this matter being reported to Council prior to the closing date. This report has been prepared to seek Council's approval to execute a funding agreement should the application be successful.

RECOMMENDATION:

That:

1. The information be received.

2. If Council's application to the Department of Community Services (DoCS) for a 'Diversity Reach-Out Project' for $35,192 (thirty five thousand one hundred and ninety two dollars) under the Families First Strategy is successful, then Council execute a funding agreement with DoCS to accept funding for this Project.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 21 Oooo

ITEM: 22 **Results of Marketing Proposal for the Four Council Properties**

FILE NUMBER: 107/CSV/ORC11NBX.C08

REPORT:

At Councils ordinary meeting on 12 November 2002, it was resolved that expressions of interest be called from three local real estate agents to submit a marketing proposal for the sale of Council properties by public auction. The properties which were identified as part of the Property Development Strategy were Toxana House, 147 Windsor Street, Richmond; 7 Yarrawonga Street, South Windsor; 139 Colonial Drive, Bligh Park and Stewarts Lane, Wilberforce (which includes a house and vacant land). Three proposals were invited from local Real Estate Agents, these being:

- Bennett Property, Richmond
- Havelock Real Estate, Windsor
- Australian Real Estate, Windsor

Company Profiles

Bennett Property. Bennett Property, as a company, has been established for more that sixty years and has been involved in the sale of most of the major properties in the Hawkesbury area during that time. Bennetts have a long list of large and unique properties, which they have marketed and sold in recent times. Mr Michael Mahboub, who will be marketing the properties on behalf of Bennetts is one of the districts most successful sales persons. He is a licenced Real Estate Agent and registered valuer. With an extensive knowledge of Real Estate in the local area, Mr Mahboub is an extremely keen and able sales person. In recent times he has been able to achieve very high sale prices on two of his most recent auctions.

Mr Ken Bennett is arguably one of the districts leading authority on all points of subdivision and large quality acreage and would be overseeing the sales. He employs over twelve sales staff, who are qualified, experienced and highly motivated to sell properties. Bennetts have two offices, one located at Kurrajong and the other at Richmond. Some of their most recent clients include Police and Citizens Youth Club, Macquarie Bank, Roads and Traffic Authority, Department of Education, National Australia Bank, Westpac Banking Corporation, NSW Police Department, Telstra Corporation, Sydney Water, St George Bank.

Havelock Real Estate. Havelock Real Estate is a long established Real Estate business within the Hawkesbury Region. Its principle, Mr Trevor Divine, is a well known local Real Estate Agent who is very active in the Windsor Community. He has been able to develop a good reputation in negotiating sales of properties in the higher price ranges and is held in very high regard by commercial and industrial Real Estate specialists, particularly in the Parramatta area. He states that he would continue to conjunct with these agents to achieve the best possible results for Council. Mr Divine has only submitted a proposal on the two commercial properties, those being 139 Colonial Drive, Bligh Park and Toxana House, 147 Windsor Street, Richmond.

Australian Real Estate. Australian Real Estate is a network of Real Estate Agents which commenced in 1980 in the western suburbs of Sydney. Network Australian Real Estate encourages all its officers to be service orientated, in an attempt to offer "*Service beyond our clients expectations*". The principles of Australian Real Estate, Windsor are Mr Steven Sullivan and Mr Shane Lindo. Both live locally and list as part of their many goals is "*to offer the highest quality service to their customers whilst offering reliable and sound Real Estate advice in a professional and friendly manner*". Whilst both gentleman have extensive experience in the Real Estate market, their current Real Estate franchise is only relatively new to the local area.

All three proposals were very professional in the manner in which they were presented to Council. However, when it came to the cost of selling Council's properties, Bennett Property were considerably lower than the other two Real Estate agents.

Schedule of Fees Summary

Bennett Property

1.1% of sales price (GST inclusive)	Bennet Property will also pay for one half of the total advertising costs associated with the marketing of the properties. Bennetts have estimated that the marketing costs would total approximately $15,008 (fifteen thousand and eight dollars) with Councils share being $7,504 (seven thousand, five hundred and four dollars) and the public auction would be held in the rooms of Hawkesbury City Council on a Thursday evening.

Havelock Real Estate

2% of the sales price (GST inclusive)	Advertising and marketing costs would be approximately $19,027 (nineteen thousand and twenty seven dollars) and Mr Divine has stated that he would be happy to conduct the auction himself, however, a specialist auctioneer could also be considered in which an approximate fee of $600 (six hundred dollars) would apply. He suggests that the Tiningi Community Centre at Bligh Park would be an ideal venue for the auction with an alternative venue being at the Sydney Property Auction Centre in O'Connell Street, Sydney.

Australian Real Estate

2.2% of the sales price (GST inclusive)	Marketing and Auction program is $2,960 (two thousand, nine hundred and sixty dollars) with other options which would be at Councils cost. The cost does include the auction venue and set up as well as an exclusive Australian Real Estate Auctioneer.

All the properties which Council has resolved to sell have received new valuations from KD Wood Valuations for the purpose of setting a reserve. For this reason, I am unable to give Council an exact cost of what each Real Estate Agent would charge to sell the properties, as it is dependent on the sale price. However, on previous valuations received (not current valuations), the following selling cost would apply.

Bennett Property	$31,900	
Plus advertising	$ 7,504	
Total:	$39,404	
Havelock Real Estate	$38,000	(2 properties only - Toxana House at Richmond
Plus advertising	$19,027	and vacant land at 139 Colonial Drive, Bligh Park)
Total:	$57,027	
Australian Real Estate	$63,800	
Plus advertising	$ 2,960	
Total:	$66,760	

Since the expressions of interest were called, a proposal has been submitted by a developer who is interested in taking a ground lease on the property at 139 Colonial Drive, Bligh Park. The purpose of the development would be for a neighbourhood shopping centre which would serve the needs of Bligh Park and South Windsor communities.

The proposal to take a ground lease would allow Council to retain the underlying asset for the ongoing benefit of the community and provide a continuing income stream. It would also give to the local community a sense of ownership that is often lacking in many neighbourhood centres. As the proposed offer is “Commercial in Confidence”, no further details can be disclosed in this report. Due to the fact that the proposed ground lease would provide funds to Council for an extended period of time and would far outweigh funds that would be achieved through the public auction process, it may be a better option for Council to consider.

If Council decided to follow this option and withdraw the property at 139 Colonial Drive, Bligh Park from the public auction process, the selling costs submitted by the three Real Estate agents would decrease significantly.

RECOMMENDATION:

That:

1. Bennett Property be advised that they are the successful Real Estate Agents to market the sale and public auction on behalf of Council, for the properties known as Toxana House, 147 Windsor Street, Richmond; 7 Yarrawonga Street, South Windsor, and Stewarts Lane, Wilberforce.

2. Council call for expressions of interest for the proposed development of the site located at 139 Colonial Drive, Bligh Park for the purpose of developing a neighbourhood shopping centre, housing development or both, in light of the current "Commercial in Confidence" proposal submitted to Council.

3. A further report be provided to Council with the results of the expressions of interest for the most appropriate use and best financial return on the site located at 139 Colonial Drive, Bligh Park.

4. Any necessary legal document be executed under common seal of Council with regard to the sale of the properties known as Toxana House, 147 Windsor Street, Richmond; 7 Yarrawonga Street, South Windsor and Stewarts Lane, Wilberforce

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 22 Oooo

ITEM: 23 **Hawkesbury City Council Strategic Planning Workshop Outcomes - 2003**

FILE NUMBER: 107/CSV/ORC11NBX.C09

REPORT:

The following are the outcomes and proposed actions from Council's Strategic Planning Workshop held on 22 and 23 February 2003:

1. Values

The following set of values were drafted to assist in the determination of issues and it is proposed that these be further refined and developed by July 2003:

> *"We will treat our community and each other with honesty and integrity to create a spirit of trust and respect.*
>
> *We will move forward with confidence to create a better place to live and work.*
>
> *We want a living city that is thriving, welcoming and inclusive.*
>
> *We value a healthy environment and clean river; our rural character with a vibrant agricultural sector; our built and cultural heritage; strong and clearly defined towns and villages; tourism; our aviation heritage; world class education facilities; and healthy local employment centres.*
>
> *We look to provide equality of opportunity for a community that values its place in humanity.*
>
> *We will provide a leadership team that is progressive and inspires an environment reflecting hope and confidence in the future.*
>
> *We will tell our community what we are doing and we will complete activities and provide infrastructure and services efficiently to create an organisation which holds a place of pride and trust in the community."*

2. Land Use Planning

It was agreed that priority be given to the development of a comprehensive integrated vision and Masterplan for Windsor with a high level of public involvement including a strategy to address improvements to Macquarie Street, Windsor. This issue is to be considered in the 2003 / 2004 Budget.

A report is to be provided to Council on a plan and costings for implementing a tidy towns program, with priority to be given to Tidy Towns projects in North Richmond and Richmond. Responsibilities of Council and community (Mainstreet) are to be clearly delineated through the preparation of a statement of intent and partnership in cooperation with the Mainstreet program.

Resources are to be prioritised to complete outstanding land use strategies including LEP Amendment 108, Pitt Town issues, residential strategies (Amendments 130 and 140), and any outstanding Development Control Plans by September 2003. It was agreed that rezonings requested through the amendments to the Local Environmental Plan for subdivisions would not be supported except for any distinct anomalies.

3. Economic Development

Council's strategic intent regarding economic development is to continue to assist in developing a viable working city where opportunities are maximised. It was agreed that the City should develop a reputation as an educational and research centre and should support development of a cluster of environmental based industries. The Council aims to continue to support the retention of agriculture in the Hawkesbury and will pursue low impact rural and eco tourism opportunities.

It was agreed that an economic development focussed marketing campaign be considered in the 2003 / 2004 budget (estimated $30,000).

3.1 <u>Land - Colonial Drive, Bligh Park</u>

It was agreed that a report be prepared for Council in relation to proposals for additional shopping facilities at Bligh Park. The proposed auction of land owned by Council is to be deferred to enable opportunities for lease arrangements to be investigated. Expressions of interest are to be called regarding either sale or lease of this land.

3.2 <u>Aviation</u>

It was agreed to continue to lobby for retention of the City's aviation heritage and pursue associated economic benefits related to RAAF Base Richmond. Alternative uses of RAAF base are to be identified. A Communication Plan designed to raise community awareness of the impact of any changes to the RAAF Base operations is to be prepared.

3.3 <u>Hawkesbury - an educational centre</u>

It was agreed to support the expansion of educational opportunities at the University of Western Sydney Hawkesbury (UWSH) and to encourage Hawkesbury City's reputation as an agricultural and environmental research centre. Opportunities were also identified regarding health / medical education. It was agreed that Council request the relocation or creation of a School of Environmental Studies at UWSH; pursue development of an honours course in primary care; investigate the linking of Medivac to the University; and pursue development of a local Paramedic course.

3.4 Equine Industry - Strategic Intent

It was agreed to develop economic development ideas based in the equine industry consistent with rural identity and that a meeting of stakeholders in this issue be co-ordinated.

3.5 Topoclimate

As previously reported to Council, it was agreed to consider an allocation of $30,000.00 in 2003/2004 budget for the Topoclimate project.

3.6 Pitt Town

It was agreed to complete the Pitt Town study, investigating options identified in the original study and including an option of a maximum of 750 lots. This action was considered a priority and is to be completed prior to September 2003.

4. Growth and Development

A three year rolling program for Development Control Plans is to be provided to Council by April, 2003 with priorities recommended. In addition realistic population growth estimates and accommodation goals are to be developed.

Council is to lobby the State Government regarding the benefit to the whole of Sydney of retaining green space in Hawkesbury and accommodating appropriate development, i.e. focusing on a triple bottom line indicators (economic, environmental; social).

5. Natural Assets

Council's strategic intent is to protect and enhance natural assets and to enhance the focus on the river by improving access for passive recreation and continuing to improve water quality and quantity. Specific strategies are to be developed to this end by a sub-committee and a budget allocation to enable the production of promotional material is to be considered in 2003/2004.

A three year rolling program for cycleways, walkways, parks, playgrounds to be prepared for Council. In addition the opening of Half Moon Farm with regard to enhanced river access is to be investigated.

6. Heritage

It was agreed to strengthen the guidelines protecting heritage items and to complete Development Control Plans and major heritage studies. The Heritage Study Review is to be released once copyright issues with State Library are resolved. Staff are to investigate the development of a Heritage Manual to assist owners of heritage properties to protect and enhance their asset.

A report is to be prepared regarding the progress of the Conservation Management Plans for Richmond Park, McQuade Park, and Wilberforce Park.

7. Asset Management

It was agreed that the current commitment to St Albans Road continue; the existing level of budgetary commitment for Bushcare be supported; a rolling works program for roads be continued; and that Council maintain kerb, gutter and footpath programs at current standards.

8. Community and Cultural Development

Development of more public art opportunities was generally supported as were provision of public playground facilities and adequate sporting facilities. It was agreed that investigation begin on further stages of the regional playground and that a committee be established to develop a five year playground plan for consideration and, further, that Council's management plan reflect activities of the Hawkesbury Sports Council.

It was agreed that a detailed briefing session be held in March regarding cultural infrastructure programs including new library/art gallery and Hawkesbury Regional Museum.

9. Service Levels

It is Council's intent that the Development Application (DA) process be streamlined to reduce processing times where possible and it was agreed that the DA form and processes be reviewed. It was agreed that more accurate DA processing times be collected by identifying delays resulting from applicants needing to provide more information and that efforts be made to ensure a full contingent of staff is recruited. Further, that the Notification Policy be reviewed.

10. Council Culture and Communication

It was agreed that to assist better participative communication with the community, an enhanced media program be developed. In addition opportunities like rates notice mail outs be investigated to keep the community informed about current projects.

It was agreed that Council meeting procedure should reflect well on Council and Councillors and that facilities such as an improved public address system be installed.

11. Kerbside Waste

It was agreed that a Kerbside Waste Collection Program be implemented and that Council go to tender for a zoned collection system. Further, that a review of rating implications for urban versus rural areas be prepared.

12. Hearing and Assessment Panels

It was generally agreed that the ICAC reforms “Taking the Devil out of Development” be supported.

It was agreed that a report be prepared for consideration regarding the establishment of a panel to consider Council Development Applications.

13. Budget

It was agreed that Council continue to work within a framework of a balanced budget.

RECOMMENDATION:

That the outcomes of the Hawkesbury City Council Strategic Planning Workshop 2003, be endorsed.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 23 Oooo

ITEM: 24 **Windsor Mall Craft Market Group Incorporated**

FILE NUMBER: 76542/CSV/ORC11NBX.C12

REPORT:

A letter has been received from Mr Ian Bathgate, Secretary of Windsor Mall Craft Group Incorporated regarding their current financial position. The Craft Market Group have limited funds available at the moment due to a decrease in stallholders and an increase in fees payable to Council. Mr Bathgate states that if the fees remain at the current rate of $20 (twenty dollars) payable to Council for each stallholder, the markets cannot continue to function. He says that this would be a severe consequence for many retailers and restauranteurs in Windsor, who rely heavily on the huge influx of visitors that the markets generate every Sunday of the year.

With the increase in Council fees, advertising, which seeks to promote Windsor and its markets, has not occurred to an appropriate level during 2002/2003. Other areas which have suffered has been the abandonment of the entertainment provided on market days.

After a recent meeting with Council officers, it was decided to advise Windsor Mall Craft Group Incorporated, that Council would cover their insurance premium of $2,252.25 because of their current financial situation providing a sundry debtor account is raised against the group and a weekly payment is received repaying the funds within a period of less than twelve months. The Group agreed to this arrangement and were very appreciative of the assistance which was offered to allow the markets to continue. Without the insurance policy in place, the markets would cease to operate.

It was also proposed that during the 2003/2004 budget process, which is due to commence shortly, it would be recommended that Windsor Mall Craft Group Incorporated, have their fee reduced back to $10 (ten dollar) (GST exclusive) for the 2003/2004 year to enable the group to recommence their advertising program and provide entertainment on the days of the markets. It is recognised that the markets are a major attraction to the Windsor area and many shop keepers rely on the Sunday trade to make their businesses viable.

RECOMMENDATION:

That:

1. Windsor Mall Craft Group Incorporated be advised that it will be recommended in Councils Draft Revenue Pricing Policy for the 2003/2004 period, that their fee payable to Council for each and every stall be reduced back to $10 (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.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 24 Oooo

ITEM: 25 **Tender Evaluation Report for Hardware Products - Tender No. SMG_02_02**

FILE NUMBER: 107/CSV/ORC11NBX.C01

REPORT:

Background

The existing WSROC Supply Agreement for the provision of Hardware Products (including general hardware products, paper products and steel pipe) has been in effect for a period of five (5) years and as such, it was appropriate that the Councils conducted a fresh approach to the market place.

Advertisements were placed in the Sydney Morning Herald calling for tenders to provide hardware products specified on an 'as and when required' basis. The contract was advertised as a 3 (three) year period with 2 (two) one year options to renew. Included were provisions for rise and fall adjustments to pricing.

The tender documentation was structured to incorporate standard tender templates developed and endorsed by the WSROC Supply Management Group (SMG). All member Councils were afforded the opportunity to provide input to the Invitation to Tender documents prior to advertising. Unit rates were requested for a basket of standard items that represented the five hundred (500) highest used items across the Councils.

The tender process adopted by the WSROC SMG fully complies with the requirements of the Local Government Act.

It was proposed in the Invitation to Tender that up to 3 (three) suppliers may be selected to provide the materials specified. The selected suppliers would be ranked in order of preference based on the evaluation criteria.

A tender project committee was elected by the WSROC SMG to manage the tender process and to evaluate all offers received.

Three tenders were received: Blackwood Group (which combines J Blackwood & Son and A.E.Baker & Co.), Express Industrial Supplies (EIS) and TJF-EBC P/L.

Tender Evaluation

The Tender Evaluation committee assessed the tenders against the selection criteria advertised in the tender. This included:

- Demonstration of ability to deliver the materials required;
- Delivery response times

- the rates and unit prices for the services/materials specified;
- Rebates offered
- Previous performance.
- Quality Assurance
- Availability of online/Internet ordering facilities
- Reporting Capabilities
- OH & S Compliance
- Environmental Policies

All tenders received were assessed against these criteria. Assessment comments are provided below.

General Comments

The Blackwood Group have been the main supplier of the tendered products for some years Their service has been based around a next day delivery on the majority of products and their customer service level has generally been acceptable to most users. Blackwood Group are a nationally based organisation and are believed to be the largest supplier of general engineering, industrial, safety, construction, steel and metal products in Australia. As such, they are generally recognised as the market leaders in the industry. They provide a range of management reports of use to the SMG, are quality assured, have a written environment policy and can provide electronic ordering capability via EDI and Internet.

EIS Pty Ltd provided minimal detail about their organisation, although they do advertise a wide range of relevant products including fasteners, safety, cutting tools and abrasives, metals, cleaning products and lubricants, building, hardware and electrical items. No information was provided regarding quality assurance, electronic ordering, or reporting

TJF-EBC Pty Ltd is the industrial and Materials Handling Supply division of the TJF Group of companies. (Comprises 6 (six) organisations including the largest privately owned crane company in Australia and one of the top 3 (three) scaffolding companies.) TJF-EBC stocks a complete range of industrial, engineering, welding, safety, fasteners and lifting equipment and has 10 (ten) locations around Australia. A significant number of items were not quoted on, although it could be expected that an alternative item could be sourced. No information was provided regarding management reporting. They have a Quality Manager and quality assurance accreditation is expected soon. Electronic ordering is planned for the future.

All three tenderers provided information regarding safety policies

Proposed Prices and Rebates.

Table 1 (refer Confidential Attachment) shows the estimated annual purchase value from each tenderer based on tendered prices and recent actual usage figures. In some cases Suppliers did not submit an offer for all items. In these instances, the prices submitted by the alternate tenderers have been included for normalisation purposes

The pricing analysis shows that the Blackwoods Group offer is at least 7% lower than EIS Pty Ltd and 13% lower than TJF-EBC Pty Ltd.

In addition to this, Blackwoods Group have offered a rebate to the councils which is more competitive than that of the other tenderers. (Refer Table 2 in the Confidential Attachment.) The rebate is in the form of a refund and comes about if the councils purchase in excess of nominated values. TJF proposed that no rebates be paid on the first 12 twelve months trading and that the situation be reviewed after that time.

It should be noted that the annual expenditure for the original 9 (nine) WSROC councils was approximately $1.6m in the last financial year. At this level, either nil or only minimal rebate can be expected. When and if Bankstown and Auburn councils elect to join this Hardware contract, expenditure would be such that a rebate could be expected.

Tender Acceptance Process

This process requires that firstly, the SMG reach consensus on a recommendation and then forward that recommendation to each council for consideration. Each council must decide as to whether it wishes to enter into the recommended agreement. Each council enters its own separate agreement with the supplier, thus avoiding any joint legal liabilities between the councils.

Legal advice is that where any council expects to exceed $100,000 expenditure during the period of the agreement, then the acceptance of the tender must be put to the elected council.

RECOMMENDATION:

That:

1. Both the Blackwoods Group and EIP Pty Ltd be awarded a supply agreement in accordance with the terms of the Tender

2. The Blackwoods Group is nominated as the preferred supplier.

ATTACHMENTS:

AT-1 Confidential Attachment

oooO END OF ITEM 25 Oooo

ITEM: 26 **Document for Execution Under Seal**

FILE NUMBER: GC283/002/CSV/ORC11NBX.C11

REPORT:

Retail Lease GC283/002	The current lease to Mr and Mrs Froemel in respect of Shop 2 Glossodia Shopping Centre is due to expire on 19 March 2003. The tenants wish to enter into a new lease with Council. The commencing annual rental has been reviewed and increased to $11,843.18 (eleven thousand eight hundred and forty three dollars and eighteen cents), reviewable annually by CPI. The tenants are responsible for 7.5% of Council rates and 10.72% of other centre outgoings.

RECOMMENDATION:

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

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 26 Oooo

ITEM: 27 **Governor Phillip Reserve, Windsor - Hawkesbury Aquatic Festival - Exclusive Use**

FILE NUMBER: 73812/ENG/ORC11NBX.E04

PREVIOUS ITEM: 19, Ordinary (11.02.2003)

REPORT:

Council, at its meeting held on 11 February 2003 resolved to grant exclusive use of Governor Phillip Reserve, Windsor to the Hawkesbury Aquatic Festival on 8-9 March 2003.

Due to a prior reservation being made for use of the clubhouse on the evening of 8 March 2003, the organisers of the Hawkesbury Aquatic Festival cancelled the latter event.

An alternate date 12-13 April, 2003 has been nominated.

RECOMMENDATION:

That approval be granted to the Hawkesbury Aquatic Festival Organising Committee for exclusive use of Governor Phillip Reserve on Saturday 12 and Sunday 13 April 2003, subject to compliance with those conditions previously imposed by Council at its meeting held on 11 February 2003.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 27 Oooo

ITEM: 28 **The 4th National SMEC PMS Conference**

FILE NUMBER: 79344/ENG/ORC11NBX.E03

REPORT:

The 4th National SMEC PMS Conference which is hosted by the City of Caloundra in Queensland will be held over 3 (three) days commencing on Wednesday 26 March 2003 and finishing on Friday 28 March 2003.

Councils Pavement Management System (PMS) is supplied by the Snowy Mountains Engineering Corporation (SMEC).

The primary objective of the PMS is to supply all asset information relating to our road network and to consider appropriate preventative maintenance and or treatments to each road section.

This conference covers a wide range of topics from various companies within the industry.

Presenters from SMEC, Griffith University, Northern Australia Asphalt Pavement Assoc., Boral Asphalts, Qld Auditor General's Office, Qld Main Roads, Legal Reps and the Qld Police will be reporting on various topics relating to the improvement and upkeep of SMEC PMS and to ultimately assist council's asset engineers in the best practise of road maintenance and construction.

This bi-annual conference provides a forum for all users from interstate (Qld, NSW & Vic) to discuss issues relating to SMEC PMS as well as discussing ways of improvement for the system.

The total cost of attending this conference is approximately $1,200.00 including airfares and accommodation.

RECOMMENDATION:

That the attendance of Robert Thomas at the 4th National SMEC PMS Conference in Caloundra Queensland for 3 (three) days commencing from 26 March 2003 be approved.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 28 Oooo

ITEM: 29 **Request by Hawkesbury Harvest for Farmgate Trail Directional Signs**

FILE NUMBER: 74197/EVD/ORC11NBX.V13

REPORT:

A request has been received from Hawkesbury Harvest seeking a variation of Council's Directional Sign practices to allow specific directional signage for Farmgate Trail members.

The following request was received on 18 February 2003:

> "*Hawkesbury Harvest, especially the 'Farmgate Trail' is fast becoming a tourist attraction which is bringing 100's of tourist to the Hawkesbury, some of whom are extending their stay over night. This extra income is increasing employment and building business throughout the Hawkesbury. The Harvest logo is becoming very recognisable, but our customers say they have difficult in finding the farmgates.*
>
> *Following consideration of a number of possibilities, in conjunction with Council staff, we intend to make applications soon for green directional signs at intersections on behalf of individual Farmgate Trail members. This will be funded by the individual members but coordinated by Hawkesbury Harvest.*
>
> *We are requesting a variation to the 'Directional' sign policy to allow our logo and the distance to tourist attraction to be included on the sign. Attached is a design, which we believe is acceptable from a visual and control perspective, and is not very different from the signs which Council currently erects.*

Council currently erects green directional signs to tourist facilities, community facilities and commercial facilities. The signs are erected on existing street sign posts or telegraph poles, by Council, at the applicant's cost. When an application is made, it is assessed under the following criteria:

- Maximum Dimensions 800mm long by 200mm high
- Available space on pole - minimum height above ground 2m.
- Traffic safety.

Signs which do not meet these criteria are not approved.

The request by Hawkesbury Harvest is considered reasonable and the only change to existing practices required, is to include the Hawkesbury Harvest Logo and a distance. Attached is a photo montage of the proposed signs. Colour versions will be displayed at the meeting.

RECOMMENDATION:

That:

1. Council vary its current directional sign practices to permit the signs proposed by Hawkesbury Harvest for the Farmgate Trail. Applications for directional signs by Hawkesbury Harvest will be determined using the following criteria:

    i. Maximum dimensions 200mm by 800mm.

    ii. There must be sufficient space available on the existing post - minimum clearance 2m from ground to underside of sign.

    iii. A maximum of 2 (two) directional signs for each Farmgate Trail member.

    iv. Traffic safety.

2. Signs to be erected by Council at the applicant's cost.

ATTACHMENTS:

AT-1 Photo montage of signs.

Photo montage of signs

oooO END OF ITEM 29 Oooo

ITEM: 30 **Fees Imposed by Legislation**

FILE NUMBER: 107/EVD/ORC11NBX.V16

REPORT:

A question has recently been raised by a member of the public concerning a $320.00 (three hundred and twenty dollars) administration fee charged by Council with clean-up or prevention notices issues under the Protection of the Environment Operations Act.

Council is empowered to collect fees and charges under authority of both the Local Government Act and external legislation such as the Protection of the Environment Operations Act. Section 612 of the Local Government Act requires Council to give public notice of a fee prior to determining the amount of the fee.

It is clear that the POEO Act empowers Council to charge the $320.00 (three hundred and twenty dollars) administration fee. It is also clear that under Section 610 of the Local Government Act, Council cannot determine a fee which is inconsistent with an amount determined under another Act.

Although Council is strictly not required to do so, it is intended for the purpose of providing additional public disclosure, to include those fees and charges that are determined by external authority in Council's Fees and Charges Pricing Policy document. Unlike Council determined fees and charges however, public notice does not provide the opportunity for the public to challenge the nature or amount of the fee.

RECOMMENDATION:

That Council include the following to the Council Fees and Charges Pricing Policy Document.

1. Environment Protection Notices under POEO Act 1997 - $320.00.

2. Fees, charges or penalties permitted under legislation other than Local Government Act - as specified in relevant legislation.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 30 Oooo

ITEM: 31 **Septic Safe Program - Sewage Management Facilities - Procedures for on site inspections**

FILE NUMBER: GE020/073PT3/EVD/ORC11NBX.V10

REPORT:

Introduction

Aims and Objectives

The aim of the Septic Safe Program is to protect and enhance the quality of public health and the environment within the Hawkesbury City Council Local Government Area. The strategy also aims to guide landholders towards sustainable on-site sewage management of domestic sewage and wastewater

The Local Government Regulations, 1993, state that an onsite sewage management system must be operated in a manner that achieves the following performance standards:

- Preventing the spread of disease by micro-organisms
- The prevention of the spread of foul odours
- Preventing contamination of water
- Preventing degradation of soil and vegetation
- The discouragement of insects and vermin
- Ensuring that persons do not come into contact with untreated sewage or effluent (whether treated or not) in their ordinary activities on the premises concerned
- The minimisation of any adverse impacts on the amenity of the land on which it is installed or constructed and other land in the vicinity of that land.

The implementation of the Septic Safe program requires authorised officers to inspect all sewage management facilities in the Hawkesbury City Council area and will require as many as 11,000 inspections to collect on site baseline data.

On site Risk Assessment Scheme

Desktop Study and Community Study

Originally, the risk assessment began with residents answering questions on registration forms, indicating type of system, area of land and distance the sewage management system was from a waterway. Using this data and soil types, the properties were given a relative risk rating.

The risk assessment rates properties as either

- High Risk - visited yearly for approval to operate
- Medium Risk - visited every three years for approval to operate

- Low Risk - visited every five years for approval to operate

Onsite Inspections modifying Desktop Study

The actual onsite inspection is then used to modify the Desktop Risk Assessment and enables a more accurate assessment of the property. A high risk owner on a low risk site must be considered a high risk. Likewise, a high risk site may be given a lower risk rating if there are special circumstances related to the owner. An example of this is a single pensioner, living by themselves, may have on site disposal on a 1000 sqm block. Although the desktop study may indicate this property as a high risk, the owner would be given a medium or low risk approval to operate, based upon the actual on site inspection and low flows put through the system.

Other anomalies that exist in relation to the desk top study is the identification of many of the properties on pumpout as being medium risk. The original desktop study did not take into account the street gutters as waterways. Risk is associated with the ability of the effluent in the sewage management facility to leave the property, potentially adversely affecting other residents and the owners of the offending property. If a holding tank is close to a boundary the ability of potential overflow to leave the site is increased and thus the risk category should reflect that.

Hawkesbury City Council does not approve on site disposal on properties less than 4000 sqm. This means by definition that any property that has a sewage management facility on less than 4000 sqm must be considered a potentially high risk as anything under this size is considered to be inadequate for on site disposal.

Council Officers are in the process of developing true on site baseline data. The collection of the baseline data is the second stage of the On Site Risk Assessment Scheme and aids in clarifying the true Risk Assessment of the site.

Standard Operating Procedures

Notification

The initial method of notification to undertake inspections was to target a street and distribute a generic letter to the residents asking that they book an inspection at a time that suited them. After more than a year of this methodology it became apparent that the limitation of this method could not lead to an inspection rate higher than approximately 110 inspections a month. It was also apparent that many residents made no attempt to be inspected.

A new approach saw a letter developed which stated that Council officers would be in the area over the next two months conducting inspections on their street. This led to a higher rate of inspections but there were still many calls concerning payment of the fee. A brochure entitled “Septic Safe - What It Means to You” was developed in-house which answers frequently asked questions and has been favourably received by the community.

The process of notification is being further refined to correspond with the introduction of hand held computers and the development of a true onsite baseline data.

Inspections

Using existing information properties that need inspection are identified and contacted by mail informing the resident that Council staff wish to inspect the property within the next month and requesting appointment. If contact with the resident cannot be made then the property is visited and a contact card left.

During the inspection phase the subject property would be examined to determine if the previous risk assessment could be reduced to a lower level.

Emergency Inspection Procedure

An emergency inspection procedure is enacted when an incident has occurred that has led to raw septic effluent flowing down streets. There have been five emergency procedures recently undertaken in the Wilberforce area alone, along Clergy, Castlereagh, King Road, Poideven Lane and Turnbull Avenue. There are numerous other examples around the area and all of these have revealed overflowing septic tanks and/or disposal areas.

All surface effluent flows at a street level are considered as an emergency and the time of overflow is the most successful time to identify the source and reasons for the overflow.

Notice under the POEO Act for pollution incidents

Under certain circumstances it may be necessary to issue a notice to either clean up or prevent pollution on the owner or occupier of a premises, i.e. where there is a significant pollution incident or where the system is in such a state as to be prejudicial to the health of surrounding property inhabitants.

These notices are usually issued where the owner or occupier cannot take immediate action to rectify the problem or where cooperation is not forthcoming. By issuing the notice, Council is able to ensure that the required work is carried out within a reasonable period of time and that the interests of adjoining property owners are catered for.

Where a notice is issued, an administration fee of $320 is required to be levied against the owner or occupier. Should the person responsible for the pollution incident feel that the administration fee does not apply to them because of extenuating circumstances, they can apply to Council to have the fee waived. Each application to waive the fee would be determined on its merit by the Manager of the branch.

Circumstances that would not be accepted as extenuating would be deliberate action to cause the pollution incident, non compliance with conditions of approval, delays in complying with a notice, unauthorised alterations to a system, extended knowledge of the system causing a pollution incidence, continuance of a pollution activity after a warning has been issued, etc.

RECOMMENDATION:

That:

1. The information be received.

2. The procedures detailed in this report be adopted as Council policy and entered on the Policy Register.

3. The reference to dealing with Protection of the Environment Operation Act (POEO) "*requests for waiving the administration fee*" for notices issued, become Council policy for all notices served under the POEO Act and entered on the Policy Register.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 31 Oooo

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ITEM: 32 **Reports Requested by Council - Status as at 11 March 2003**

FILE NUMBER: GC280/005 Pt4/GMA/ORC11NCX.G15

REPORT:

8/10/02	Bulk Waste Kerbside Collection DED	Report following discussions at Tuesday evening Councillor workshop.	Discussed at Councillor Briefing Session on 3 December 2002. Referred to February 2003 Strategic Planning weekend.
10/12/02	Proposed Library, Gallery, Commercial Premises and Cafe ENG	Report outlining options and opportunities for making the site self sufficient in relation to any water that enters or leaves the site.	Informal Briefing Session 18 March 2003.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 32 Oooo

ITEM: 33 **Ferry Interruption Report - February 2003**

FILE NUMBER: 79338/ENG/ORC11NCX.E14

REPORT:

Date	Ferry Location
Sunday 23 February	Lower Portland Ferry - 8.15am-4.45pm - ferry grounded. Seven and a half hour interruption.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 33 Oooo

ITEM: 34 **Hawkesbury City Council -ats- Hynes Urban Planners Pty Ltd - Land and Environment - London Place, Grose Wold**

FILE NUMBER: DA1459/01/EVD/ORC11NCX.V02

REPORT:

On 5 February 2003 Commissioner G T Brown of the Land and Environment Court handed down his decision to dismiss a Class 1 appeal by Hynes Urban Planners Pty Ltd. relating to the deemed refusal of a six-lot subdivision of Lot 12 DP 786325, 7 London Place, Grose Wold.

Subsequent to Council receiving notice of the appeal, the development application was determined by way of refusal under delegated authority on 1 March 2002. The application sought to subdivide the land into six community title lots with five of these lots being for the erection of dwellings with the remaining lot to contain "community" infrastructure incorporating an access road, effluent treatment plant and vegetation. The application included an objection under State Environmental Planning Policy No.1 (SEPP1) to the density and minimum lot size provisions.

Generally, Commissioner Brown refused the SEPP1 objection as it was not properly founded. He found that the effluent disposal was inadequate and was sufficient for the application to be rejected, as he could not assess its impact. He further indicated that effluent disposal needs to apply to each new lot and that the development was inconsistent with the rural character and the objectives of the Rural 1(c1) zone.

RECOMMENDATION:

The information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 34 Oooo

ITEM: 35 **Nuclear Free Zones**

FILE NUMBER: 107/EVD/ORC11NCX.V07

REPORT:

Introduction

A report was requested by Councillor Calvert at Council's Ordinary meeting of 10 December 2003 concerning Hawkesbury City Council becoming a "Nuclear Free Zone", and the effects that such a decision would have on nuclear medicine and on the operations of the RAAF base.

Background

The Council has in the past been a member of the Nuclear Free Zone Secretariat, however, in May 1997 resolved not to further affiliate with the organisation. On 8 February 2000, in considering a report on its policy on nuclear free zones, Council resolved that "Council declare the City of Hawkesbury to be a nuclear free zone". This motion was subsequently rescinded on 14 March 2000.

Report

In 1983 the "Australian Local Government Nuclear Free Zones and Toxic Industries Secretariat" was formed as an organisation of local government councils to respond to increasing community interest in peace and disarmament, and the rapid growth of local government nuclear free zones following the first declaration by the City of Collingwood (Melbourne) in 1977.

The secretariat expanded to environmental issues such as the storage and transport of radioactive waste and other toxic and hazardous materials, uranium mining and upgrading of the Lucas Heights nuclear reactor.

Research into the current activities of the secretariat has revealed that since the end of 2000, the secretariat has ceased to exist, and the issues being pursued by this organisation have been taken over by groups such as Greenpeace, the Australian Conservation Foundation, PANR (People Against a Nuclear Reactor), and Friends of the Earth.

The two main areas that these groups appear to be concentrating are the objection to the construction of a second nuclear reactor at Lucas Heights, and the transportation of nuclear waste through Western Sydney to the South Australian dump site.

The Federal Government's current plan to the transportation of nuclear waste material, as outlined in its EIS documents, indicates that the material is to be transported through Sydney's outer west by two possible routes:

- Blue Mountains to Orange, Dubbo and Broken Hill, or

- M5 Freeway through Campbelltown, Goulbourn, Wagga Wagga and north-west Victoria.

Conclusion

Council may choose to independently declare itself as a "Nuclear Free Zone" and this would have no impact on the RAAF base activities, as it is not affected by local government decisions or legislation. If Council considers that nuclear medicine is to continue without interference, then it would be appropriate to exempt nuclear medicine from the declaration.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 35 Oooo

ITEM: 36 **Linking Richmond Project - Urban Improvement Program Community Partnership Grant**

FILE NUMBER: 79326/EVD/ORC11NCX.V17

REPORT:

Introduction

Planning NSW has offered Council a grant of $50,000 (fifty thousand dollars) under the Urban Improvement Program Community Partnership Grant. The grant has been accepted (acceptance was required by 28 February 2003).

Background

The Urban Improvement Community Partnership Grant program came to the attention of the Richmond Mainstreet Committee in September 2002. This program is administered by NSW Planning. Although no firm proposals had come from the DCP process at that time, a project was devised which would provide significant benefits for the Richmond Town Centre, without compromising any future vision.

Grant Application

The project, "Linking Richmond" was formulated and an application was made for a grant totalling $70,000 (seventy thousand dollars). Linking Richmond comprises 3 (three) separate projects or links, which share the common thread of community partnership. Funding was sought on the basis that each project can be delivered independently if necessary.

<u>Link 1</u>

Link 1 is a proposed interpretive pathway through Richmond Park, which links the Richmond Marketplace shopping centre with the traditional mainstreet strip. Richmond Park is a major focal point of Richmond and forms an obvious link between the two centres. At present the link is informal and ill defined. It is intended, through further community consultation, to create an interpretive pathway, which combines public art, and interpretive panels about the history of Richmond improved lighting and appropriate furniture.

Funding Sought: $50,000.00

<u>Link 2</u>

Link 2 is a proposed Heritage Walk through the Richmond town centre. It is also intended to place brass plaques or interpretive signposts at each location. Richmond is one of the five towns along the Hawkesbury Nepean River named by Governor Macquarie in 1810. There are in excess of 50 (fifty) heritage items of local and state significance within the Richmond Town Centre.

Funding Sought: $12,000.00

Link 3

Link 3 proposed to provide secure bicycle parking facilities in appropriate locations within the Richmond Town Centre. Hawkesbury City has an extensive network of cycleways. Richmond is essentially flat and provides excellent opportunities for transport by bicycle. The less than satisfactory local public transport system, combined with the flat terrain, make Richmond an ideal environment for cycling.

It is intended to design and locate suitable bicycle parking within Richmond through appropriate consultation with cyclists.

Funding Sought: $8,000.00

Grant Conditions

The grant is provided to fund link 1 Richmond Park Interpretive pathway only. The grants is provided on a matched funding basis, however there are no implications for the current budget as funds have already been allocated for a pathway in Richmond Park.

The project must be completed by 31 December 2003 and there are various requirements for progress reporting, auditing and promotion of the project.

RECOMMENDATION:

That the information received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 36 Oooo

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of committees

Heritage Advisory Committee - 14 November 2002

Present: Councillor Dianne Finch
Alan Aldrich
Graham Edds
Debra Hallam
Max Hatherley
Michelle Nichols
Louise McMahon
Dr Donald Ellsmore (Heritage Advisor)
Fiona Mann (HCC)
Robert Montgomery (HCC)

Apologies: Jan Barkley-Jack, Ian Jack and Lucy Sullivan.

1. Confirmation of Minutes

The minutes of the meeting of Thursday, 8 August 2002 were adopted, subject to Item 3 (3.1) being amended to say that Jan Barkley Jack would assist Louise Mahon with the oral histories, to say a tape about Councillor Finches family history and subject to "sort" being replaced with "sought" in Item 5 (5.1).

2. Correspondence

Nil

3. Report of Heritage Advisor

Donald Ellsmore advised the Committee on the following meetings and other matters:

3.1 Wilberforce Cemetery

Dennis Bradshaw and Donald meet with the Rector of Wilberforce Church to discuss the cemetery. Max Hatherley was unable to attend. Donald to follow up on the Blue Mountains Council's Cemetery Strategy.

4. Items

4.1 Hawkesbury Heritage Study

Comments back on the Hawkesbury Heritage Study Context Report, requested by the Hawkesbury Heritage Study Steering Committee, deferred to the next meeting.

4.2 Hawkesbury Local Heritage Fund

It was agreed there are many buildings in the area that are not listed as heritage items in Hawkesbury LEP that still need protection. This is also in recognition that the process for making a potential heritage items a listed heritage item takes time. Advertise local heritage fund with the owners of heritage items and at large in the local newspaper. Any funds allocated only to be paid after works completed. The template letter advising the owners of heritage items was edited to reflect matters raised at the meeting.

4.3 Slab Structures Project

A meeting of the project group was arranged for 4 February 2003 when relevant Council Officers were available.

4.4 Heritage Week 2003

The first meeting of the Heritage Week 2003 project group was arranged for 5pm, 28 November 2002. Michelle Nichols as Council's Lending Services and Local Studies Librarian to be invited as well.

5. General Business

5.1 273 Windsor Street, Richmond

Councillor Finch advised that works had started on the verandah posts (funding provided by Council) and that Mrs Alcorn has decided to conserve the roof and undertake further renovations.

5.2 Heritage Calender 2003

Michelle Nichols advised the Heritage Calender 2003 was available from the library.

5.3 Dunstan Family Buildings

Graham Edds tabled a report he had prepared on "The review of Heritage Significance of 'Curraweena' 1027 Grose Vale Road Kurrajong" which has relevance to the Dunstan Family Buildings State Heritage Inventory nomination being prepared by Council. Copy to be provided to the Heritage Advisor.

5.4 Cycleway from Colo High School to Kurrajong

Graham Edds raised the matter of the impact of the alignment of the cycleway on heritage items that front Bells Line of Road. He was referred to Council's Asset Services and Recreation Division who are undertaking the project for further information.

5.5 Richmond Mainstreet Program

The report on the outcome of the Richmond Mainstreet Program, Meeting Number 2, was requested for a future meeting of the Committee. Concern was expressed the heritage significance of the town may not be appropriately incorporated into any future plans and that works on public lands (ie. retaining of the original kerb and guttering) and private lands may not be addressed in the plans. Concern expressed that a link between heritage and the main street not apparent in the Mainstreet meeting. Robert Montgomery indicated that the DCP was a strategic document for the next say 50 years.

Robert Montgomery agreed to do a presentation on the Richmond Mainstreet Program in the first half on 2003.

5.6 Proposed redevelopment of Thompson Square

Alan Aldrich raised the importance of making access around Thompson Square accessible for all uses as a result of the redevelopment works. At the moment, the grades and changes in grade make it difficult for wheelchair access, if not impossible. Disabled access to the Hawkesbury Regional Museum was also raised given the extension of the facility that will take place in the near future. A report on the proposed disabled access arrangements to the museum to be presented at a meeting in the first half of 2003.

5.7 Proposed Shopping Centre at "Hollands Paddock", Windsor

While it is not the role of the Committee to comment of development applications that involve heritage matters, observations were made that the centre would have an impact on views from the River back towards Windsor, the State Heritage Item in Johnston Street and the widening of Johnston Street which forms part of the historic road layout of Windsor.

Councillor Finch advised the Committee that she had invited the applicant and his consultants to this meeting to discuss the application. However, there had been a death in the applicant's heritage consultant's family which prevented attendance. Councillor Finch to invite the applicant to the next meeting of Committee.

5.8 Pitt Town Steering Committee - presentation by Dr Ian Jack.

Ian Jack gave a recent talk to the Pitt Town Steering Committee on the heritage of that area. It was agreed that Ian be invited to give an overview of that talk at a future Committee meeting.

5.9 Toxana State Heritage Item

Toxana is owned by Council who is in the process of disposing of the property. All appropriate conservation measure should be in place before the sale of the property ie. Conservation Management Plan and covenants.

The Committee adopted the following recommendation:

"That Council ensure a conservation management plan is prepared, adopted and reflected in the sale document and terms of the sale, before Toxana is sold as a matter of best practise heritage conservation."

5.10 Richmond Post Office

Conservation works are being undertaken on the post office. No use identified as yet.

5.11 Community awareness about heritage

A discussion was held about how the community can be made more aware of history and the significance of Hawkesbury heritage. Issues/questions that need to be communicated are "What is Council's role?", What is heritage?", “Why is Hawkesbury the place it is", “How do you find about the wealth of heritage in Hawkesbury?", and "Why should the community be interested?" etc.

5.12 La Tosca Local Heritage Item

Robert Montgomery advised the Committee that an appeal had been lodged in the Land Environment Court against Council's refusal of the development application for the demolition of La Tosca and the construction of a new dwelling house. Council has had no contact with the owners since the refusal of the application.

6. Next Meeting

28 November 2002. (December meeting brought forward.)

Meeting closed at 7.45pm.

oooO END OF REPORT Oooo

Heritage Advisory Committee - 28 November 2002

Present: Councillor Dianne Finch
Alan Aldrich
Jan Barkley-Jack
Dennis Bradshaw
Graham Edds
Debra Hallam
Max Hatherley
Ian Jack
Michelle Nichols
Louise McMahon
Lucy Sullivan
Dr Donald Ellsmore (Heritage Advisor)
Fiona Mann (HCC)
Robert Montgomery (HCC)

1. Confirmation of Minutes

The confirmation of minutes of the meeting of Thursday, 14 November 2002, were postponed to the next meeting.

2. Correspondence

Nil

3. Report of Heritage Advisor

Donald Ellsmore advised the Committee on the following meetings and other matters:

3.1 Meeting with Rector of St Johns Church Cemetery at Wilberforce

A meeting with Geoff Bates, the Rector of the Church Cemetery was held 28 November 2002. The Heritage Advisor is to meet with the General Manager on the overall Cemeteries Project/Strategy in the near future and report back to the Committee. All private and public owned cemeteries to be included in the strategy.

The Blue Mountains City Council's website details are to be provided to Committee members to access details about the cemeteries strategy in the Blue Mountains.

4. General Business

4.1 Slab Structure Project Group meeting of 4 February 2003

Jan Barkley-Jack requested that Meeting No 1. of the Slab Structure Project Group be brought forward, in the absence of the relevant Council Officer, which was agreed to. New date for the meeting now 12 December 2002, 5pm.

4.2 Heritage Week 3-13 April 2003

Fiona Mann advised that a meeting of the Heritage Week 2003 Project Group was held prior to this meeting. It was agreed that Council should provide a coordinating role in terms of jointly advertising and marketing events to interested person and the generally community. The events agreed on and to be further explored, given the members of the project group were also affiliated with the main heritage groups in Hawkesbury, are:

(a)	Hawkesbury Historical Society Walk	6 April 2003 (pm)
(b)	Hawkesbury Library Seminar	9 April 2003 (daytime)
(c)	Hawkesbury Library Photographic Display	All week
(d)	Hawkesbury Regional Museum Display	All week
(e)	Kurrajong/Comleroy Historical Society River Mills Tour	5 or 12 April 2003
(f)	Hawkesbury Branch National Trust Riverboat Tour of the Hawkesbury River	13 April 2003
(g)	Joint Hawkesbury Heritage Organisations Gathering and Lecture	13 April 2003 (pm)

Each project group member to discuss events with respective organisations and arrange entry into the National Trust Heritage Week magazine.

4.3 Sum up of the Committee's year

Councillor Finch summarised the activities of the committee throughout the year and thanked members for their attendance and support of heritage in Hawkesbury.

5. Next Meeting

Thursday, 13 February 2003.

Meeting closed at 7pm.

oooO END OF REPORT Oooo

Hawkesbury's Healthy City - 13 February 2003

Present: Clr Rex Stubbs - Mayor, Hawkesbury City Council
Clr Woods - Councillor, Hawkesbury City Council.
Garry Baldry - Hawkesbury City Council
Darren Carr - Hawkesbury Division of GP's
Andrew Matthews - Hawkesbury City Council
Esther Anderson - Hawkesbury City Council
Steve Blunden - Hawkesbury District Health Service

Apologies: No apologies were tendered.

1. Confirmation of Minutes

Minutes, dated 12 December 2002, were moved as being accurate by Esther Anderson and seconded by Darren Carr.

2. Business Arising from Previous Minutes

Esther Anderson inquired into the further detail requested concerning retired doctor 'Reeta' who volunteers with Meals On Wheels. Darren Carr to forward the information to Esther as soon as possible.

3. Welcome

The group welcomed Andrew Matthews as the replacement Project Officer of Hawkesbury's Healthy City Committee. An Environmental Health Officer with Council, Andrew has worked with The Hawkesbury Food Program since its commencement. It was recommended by Garry Baldry that Andrew act as a conduit between the two groups.

4. Correspondence

None tabled.

5. Subcommittee Update - Hawkesbury Division of General Practise

Darren Carr reported that over the Christmas and New year period, two General Practitioners have left the area. One has retired due to illness, and the other has moved away. This will impact on the community as it will lead to less access to basic GP services. The suggestion was made that some doctors are so heavily booked that they are not looking at taking any new patients on.

The division has employed a casual to assemble a local directory of health services designed to be used by GP's. The directory is aiming to be more comprehensive than previous by including referral methods and referral criteria. Esther recommended that Darren contact Jenny Bousfield who maintains an existing directory for support networks associated with disabled and disadvantaged children.

The After Hours Care project is progressing well. The group heard that around 70% of input to the casualty department at Hawkesbury Hospital could be handled by this facility and its alliance of local GP's. The division is up to the stage of recruiting doctors. Around 15 (fifteen) to 20 (twenty) doctors will be required to start the project (around mid March to early April), and eventually around 40 (forty) will be utilised.

Darren explained that the service would need to billed in one of two ways:

(a) Bulk billing and successful top-up funding (as funds from bulk billing will not be enough).
(b) Private billing as the program progresses.

The Quality Use of Medicine Program position has been advertised again with modified candidate criteria to attract a wider range of applicants. The position currently requires 'appropriate tertiary qualifications in a health related field'. Funding for the project is for a six month period from the beginning of 2004 until June 2004.

The Hawkesbury and Nepean division of GP's are running a program together in order to provide psychological care for GP referred patients. The project entitled 'Better outcomes - Mental health care' starts at the beginning of next year also.

Immunisation numbers for the area has remained static whilst other areas have increased numbers. This has resulted in Hawkesbury's ranking becoming lower than its previous level of around the top 20% of the state. Currently, around 88% of all children in Hawkesbury area have been immunized. The state was heard to be raising its' target figure to above 90% of children. Darren is proposing to target those practices that have immunisation rates below 90% of their clients.

Darren was quizzed on how aware the division is of the adverse reactions of immunisation as a side issue. The group heard that as far as he was aware, there were no cases of adverse reactions in this area, and that in fact the risk of adverse reactions in patients was very low.

6. Hawkesbury City Council

6.1 Councillor Joan Woods

Clr Woods advised that she is still working to get some funding for the widening of Buttsworth Bridge. The lack of pedestrian access to the bridge may be encouraging social isolation from Windsor, and presents a very obvious safety risk for pedestrians and vehicles alike.

Hawkesbury's off-road cycleway at Kurmond is still progressing. The Johnston family who are monitoring the track with some delight, reported that the number of people walking and cycling on the path is increasing every day. They are pleased to see that people are using the path and stated that they would have never seen anybody walking past before the track was in place. Clr Woods is looking forward to seeing the path eventually extended to Kurrajong Village, and eventually linking to a path leading all the way to Parramatta. It is pleasing to hear that more cyclists are using the path, and that opportunities for alternative transport, and safer off-road cycling are now available.

The Road Safety subcommittee of the Bicycle Steering Committee is liaising with the CARES facility at St Marys (run by the Police) to encourage local Hawkesbury schools to utilise the facility. The CARES facility promotes safe bicycle riding and road use amongst Grade 4 and older children.

The Hawkesbury Regional Playground is on track, and continuing to gather responses from the community consultation process. The proposed park will provide spaces for carers and parents, will incorporate a bicycle track, and will be ideal for families who have little access to funds for recreation. Clr Woods thought that the park could also incorporate some local art, such as sculpture, to give it a sense of place.

6.2 Councillor Rex Stubbs

Clr Stubbs was full of praise for the initiatives of the Hawkesbury Harvest program and was very impressed with their progress. Others in the group agreed, and heard that the program will be present at this years Sydney Royal Agricultural Show for the purposes of promoting sustainable agriculture in the region.

The group has previously heard that Mr and Mrs Johnston have donated some of their land for the purposes of the new cycleway in Kurmond, as their favourite Jacaranda trees lay in the path of the original proposal. It was considered that since the Johnston family does not 100% qualify for the citizen of the year award, that the family should be nominated for the healthy city award. All present agreed.

6.3 Esther Anderson

New Healthy City Award nomination forms have been finalised and were circulated to the group.

The December 2002 and January 2003 award nominees were established and discussed. It was decided that the following three groups should be acknowledged by the committee.

- Johnston family for donating their land to establish cycleway.
- Richmond School of the Arts Literary Institute. One of the only in NSW not owned and operated by a local council, and providing years of service to the area.
- Bilpin CWA which is soon to be celebrating its 60th anniversary.

It was later decided by all present that the CWA could be awarded closer to, or after their anniversary date, and that December 2002 be awarded to the Johnston family, and that the Literary Institute should receive the January 2003 challenge award.

7. Hawkesbury District Health Service

Steve mentioned that Lynne and Kitty were both away from work at the moment, and that Kitty was away working in India.

Lynne and Nadine are soon to be visiting San Miguel to promote fresh fruit and vegetables to the guests. They will be cutting fresh, local food for tastings in order to promote better health.

Lynne and Nadine are also promoting breakfast programs in local schools through the School Canteen Network. This is known to promote health in children, and increased attention spans etc.

The Youth Street Beat program has had its funding extended from August 2003. The program utilises two highly experienced youth workers to patrol streets on Friday and Saturday nights and attend various youth events. The workers have very close links with Police, are able to attend some incidents in place of police, and are also well placed to alert Police to incidents where they are required. The workers 'hang out' in public places frequented by youth (eg. McDonalds car park, local parks, etc.) until they are approached and accepted by the kids. This empowers the youth with valuable links to health services, legal services, and services to meet their needs. The project networks very well with The Warehouse in Richmond. The end result is that young people are more likely access the facilities available to them.

The position of Aboriginal Liaison Officer based in the Community Health section of Hawkesbury District Health Services has been advertised again. Esther mentioned that it is important that officer links with Shirley Palmer, ATSI worker of Hawkesbury City Council.

8. Next Meeting

PLEASE NOTE change of venue for next meeting. Thursday, 13 March 2003, 9am, at Hawkesbury Division of General Practice, 307 George Street, Windsor.

The meeting will be followed by the presentation of 2002 Healthy City Challenge Awards at 11:00am. All committee members are welcome to stay from morning tea and presentation.

Meeting closed at 10:25am

oooO END OF REPORT Oooo

Hawkesbury Economic Development Advisory Committee - 13 February 2003

The meeting commenced at 6pm at Council's Committee Rooms.

Present: Councillor Lorna Allan, Councillor Joan Woods, Mr Barry Crockford, Mr Bart Bassett, Mr Brian Lindsay, Mr David Tuxford, Wing Commander Wayne Knight.

Also Present: Mr Geoff Banting, Professor Michael Wilson.

Apologies: Ms Anne Young, Mr Robert Calvert, Ms Carol Maher, Councillor Kevin Conolly, Mr David Mason, Mr Brian Mitchell.

At 6.50pm Mr Geoff Banting left the meeting.

Confirmation of Minutes

The minutes of the meeting held on Thursday 19 December 2002 were confirmed.

Moved by Bart Bassett and seconded by Mr Barry Crockford.

Correspondence

Correspondence was received as follows:

Incoming

1. From the Penrith City and District Business Advisory Centre Ltd advising of their Annual General Meeting to be held on Monday 24 February 2003 commencing at 6pm.

2. The Department of State and Regional Development advising of their programs for the 2003 calendar year.

3. Professor Russel Cooper attaching his completed review of the RAAF Base Richmond Economic Impact Study.

4. Notification of the State of the Region address to be held on Tuesday 25 February 2003.

5. From Mr Bart Basset, Chairperson of the Windsor Road Task Force and Northwest Infrastructure Task Force advising of a press release dated 29 October 2002, advising that the Minister for Transport, Mr Karl Scully must plan for upgraded links to the Sydney West Orbital now.

6. From Mr Bart Bassett, Chairperson of the Windsor Road Task Force and Northwest Infrastructure Task Force attaching a press release dated Thursday 30 January 2003, stating that political procrastination must stop on the North West Rail link.

Outgoing

7. Letter to Ms Karina Groth, Tourism Manager, Tourism Hawkesbury Inc, congratulating her on her recent Young Achiever of the Year Award, which was presented to her at the New South Wales Tourism Awards for Business Excellence recently.

Recommendation

That the correspondence be received.

Moved by Mr Barry Crockford, seconded by Mr Bart Bassett.

1. Presentation by Professor Michael Wilson, Dean, College of Science, Technology and Environment and Provost of Hawkesbury Campus

A presentation was conducted by Professor Michael Wilson, from the UWS Hawkesbury Campus, who, among other things, discussed the UWS management structure and the roles of the structure. He also spoke on his role at the campus and that of Provost.

He stated quite clearly that there were no issues about closing down the UWS Hawkesbury Campus and said that investigations were continuing on how the facilities could be better utilised. He spoke of the need to attract new students and spoke of the difficulties associated with this because of the lack of part time employment in the local area compared to areas such as Blacktown and Paramatta, where part time employment was much more readily available.

Professor Wilson advised that new courses will be introduced to the campus such as forensic science 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 like to allay any fears of the future of the Hawkesbury Campus by setting up a committee (Community Board) to discuss issues relating to the courses on offer and the future direction of the campus. 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.

Professor Wilson also announced that he would be the new UWS representative on the Hawkesbury Economic Development Advisory Committee, replacing Mr Brian Lindsay who would be retiring at the end of February.

Recommendation

That the Hawkesbury Economic Development Advisory Committee write a letter to the Vice Chancellor, recommending the setting up of a committee (Community Board) with HEDAC representation, to discuss issues relating to the courses on offer and the future direction of the UWS Hawkesbury Campus.

Moved by Councillor Joan Woods and seconded by Mr Bart Bassett.

2. Review of the Report of the Richmond RAAF Base Economic Impact Study

A report was presented to HEDAC advising of a special meeting to be held on Wednesday 19 February 2003 to be attended by the Federal Member of Macquarie, Acting General Manager, The Chairperson of HEDAC, The President of the Hawkesbury City Chamber of Commerce and Industries, and HEDAC's Executive Officer, to discuss the review by Professor Russel Cooper and researched by Mr Brian Wixted, on the Draft Report of the Richmond RAAF Base Economic Impact Study.

Recommendation

That:

1. A Special meeting of HEDAC be held on 19 February, 2003, to discuss the commissioned review and to formalise the recommended working party to commence lobbying to the Federal Government on the impact of the downgrading or closure that the Richmond RAAF Base will have on the Hawkesbury area.

2. Mr Kerry Bartlett, Federal MP for Macquarie and Professor Russel Cooper be invited to attend this meeting.

Moved by Mr Brian Lindsay and seconded by Mr Bart Bassett.

3. Presentation by Mr Malcolm Ryan, Councils Director of Environment and Development

At HEDAC's December meeting it was recommended that Mr Malcolm Ryan, Councils Director of Environment and Development, be invited to the next meeting, to discuss the issues raised by the committee members on time taken for DA Approvals. As Mr Robert Calvert was unavailable for the February meeting, the presentation by Mr Ryan was postponed until the March meeting of HEDAC.

Recommendation

That the information be received.

Moved by Mr Barry Crockford and seconded by Mr Brian Lindsay.

4. 2003 Meeting Dates

A report was presented to HEDAC advising that it still needed to determine its meeting dates for 2003. It was decided that the meeting dates would remain unchanged and would be held on the second Thursday of each month commencing at 6pm and being held in the Council Chambers located on the first floor of Council's Administration Building, at 366 George Street, Windsor.

Recommendation

That:

1. HEDAC meetings for 2003 be held on the second Thursday of each month commencing at 6pm in the Council Chambers located on the first floor of Council's Administration Building at 366 George Street, Windsor.

2. On occasions, HEDAC meeting will be held off site on a rotating basis between different sites such as RAAF Base Richmond, UWS Campus, Hawkesbury Hospital, etc.

Moved by Wing Commander Wayne Knight and seconded by Mr Bart Bassett.

5. Resignation of Mr Brian Lindsay UWS representative from the Hawkesbury Economic Development Advisory Committee

HEDAC's Chairperson, Councillor Lorna Allan, presented Mr Brian Lindsay with a plaque in appreciation for his contribution to the Hawkesbury Economic Development Advisory Committee. Mr Lindsay commenced on the Hawkesbury Economic Development Advisory Board (as it was then known) in January 1995 and remained on the board until March 1998. He then rejoined the Hawkesbury Economic Development Advisory Committee again as the UWS representative in early 2000 and has remained on the committee until his retirement.

Councillor Allan thanked Mr Lindsay for his untiring efforts and expressed her gratitude for what he has been able to achieve over the years that he was involved on the Hawkesbury Economic Development Advisory Board and now the Hawkesbury Economic Development Advisory Committee.

Recommendation

That the information be received.

Moved by Councillor Joan Woods and seconded by Mr Bart Bassett.

General Business

1. Mr Bart Bassett spoke of the importance of the Hawkesbury Economic Development Advisory Committee and the role it plays in the local community enabling it to have a voice in the lobbying process, such as the North West Rail Link. Mr Bassett said that the community has a voice in decisions because of the opportunity it is allowed through this committee. He said that it is very important for this forum to be in place for this purpose.

2. The matter of power surges and blackouts were discussed by HEDAC members who stated that it is becoming quite a major problem within the business district of the Hawkesbury. It was suggested that a letter be sent to Integral Energy asking if this problem can be looked at and rectified if possible.

The meeting closed at 7.20pm.

oooO END OF REPORT Oooo

Bicycle Steering Committee - 12 February 2003

PRESENT:	Councillor J Woods - Chairman Mr D Bathersby, CAMWEST Mr C Horwood, Hawkesbury Triathlon Club Mr A Docking, Community Representative Mr H McKinnon, Community Representative Mr J Jose, Community Representative Mr D Randall, High School Representative Snr Constable B Barnes, NSW Police Service
IN ATTENDANCE:	Mr A Hastie, Manager Design & Mapping Services, HCC Mrs J Hogge, Road Safety Program Co-ordinator, HCC
APOLOGIES:	Ms L van Putten, Roads & Traffic Authority

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1 MINUTES

That the minutes of the meeting held on 6 November 2002 be confirmed.
Moved: Andrew Docking
Seconded: David Randall

2 BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Buttsworth Creek Bridge

Correspondence from the Member for Londonderry Jim Anderson was tabled for information and discussion.

Mr Anderson has advised that he has written to the Minister for Roads seeking his support for the provision of pedestrian/cycleway facilities on the above structure and he would be advising of any future Ministerial response.

The Committee in acknowledging the Member for Londonderry's involvement resolved that further representation be made to the RTA on behalf of the Bicycle Steering Committee in the following terms:

The Bicycle Steering Committee of Hawkesbury City Council feels a strong responsibility to stress to the Roads & Traffic Authority that the Buttsworth Creek Bridge and approaches represent a serious threat to public safety.

The Committee believes that in view of these concerns some remedial works need to be implemented in the short term to reduce the danger to cyclists and pedestrians.

3 CORRESPONDENCE

3.1 Refer to Item 2.1

4 GENERAL BUSINESS

4.1 Road Safety Education - Encouragement

Council's Road Safety Program Co-ordinator, Janet Hogge, updated the Committee on encouragement/education and enforcement component of the Hawkesbury Bike Plan. These aspects of the plan have been expedited by the availability of dedicated funding. The following strategies are currently being planned for implementation over the next 12 months.

Liaison with CARES facility at St Marys to facilitate the attendance of schools in the Hawkesbury area. Offer sponsorship to schools in the form of subsidy to travel to CARES where cost is an issue. The CARES facility provides a broad approach to road safety education encompassing cycle, pedestrian and restraint safety. The facility is operated by the Police and children attend for a full day.

Develop localised information pamphlet incorporating road safety messages from local personalities.

Continue to support Police in implementation of Helmet Cautioning System.

Undertake media/marketing to raise awareness of: development of cyclepaths, safe cycling and the benefits of cycling. Update pocket maps and erect large map display cabinets at designated locations. Provide information via Hawkesbury City Council's Website with links to other appropriate cycling organisations.

It is planned that full page ads be taken out in local newspapers to highlight cycling in the area and to provide information about cycle lockers, local contacts and safety issues.

The Hawkesbury cycle map was discussed and corrections made accordingly. Local BMX tracks and other relevant locations to be incorporated.

In relation to the CARES facility the Committee resolved to support the one-off sponsorship of schools in the form of subsidy to travel to CARES when cost is an issue.

4.2 Forward Planning Sub-Committee

It was resolved to form a sub-committee to prepare a forward plan to assist with the long term development of the Regional Bicycle Network.

Committee members Doug Bathersby and Hugh McKinnon nominated their services.

5 NEXT MEETING

The Committee resolved that the next meeting will be held on Wednesday 7 May 2003.

Meeting closed at 6.15pm.

oooO END OF REPORT Oooo

Local Traffic Committee - 24 February 2003

Present:	Councillor P Davies (Chairman) Mr J Christie, Office of Mr J Anderson, MP Mrs L Van Putten, Roads & Traffic Authority Snr Constable G Schmahl, NSW Police Service
Apologies:	The Hon K Rozzoli, MP Mr R Elson, Department of Transport
Also Present:	Mr C Daley, Director Asset Services & Recreation Mrs J Hogge, Road Safety Officer Mr T Shepherd, Administration Officer, Asset Services & Recreation

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1 Minutes

1.1 Minutes of the meeting held on 24 January 2003 were confirmed.

2 Business Arising from Previous Minutes

2.1 Paget Street, Richmond

A report was submitted to the Local Traffic Committee held on 24 January 2003 regarding the regulatory speed limit in Paget Street, Richmond. The Committee recommended that the matter be further reported to the next Local Traffic Committee meeting.

It was understood that the speed limit in Paget Street was 60 kph, however, on further investigation it has been determined that Paget Street between Lennox Street and March Street was included in the 50 kph area zoning. There is a 50 kph area sign on the March Street end of Paget Street, however, there are no signs on the Lennox Street end. As Londonderry Road and Paget Street between College Street and Lennox Street are 60 kph zones this led to an anomalous situation when entering Paget Street from the south. Erection of 50 kph area signs at the Lennox Street end of Paget Street would clarify this situation.

Recommendation:

That 50 kph area signage be erected at the Lennox Street end of Paget Street.

3 Correspondence

3.1 Road Hump - McMahons Park Road, Kurrajong

1. Introduction:

Representations have been received from Mr Martin and Mrs Louise Salt of 6 McMahons Park Road, Kurrajong regarding perceived danger to pedestrians while walking on McMahons Park Road due to excessive vehicular speeds. They have requested that consideration be given for the installation of road humps.

2. Discussion:

McMahons Park Road is a dead end, local road approximately 270 metres in length providing access to McMahons Park. The horizontal alignment consists of a circular curve and a straight section and the vertical alignment consists of a shallow vertical curve. The sealed carriageway width is approximately 5.5 metres and the width of the nature strip varies from 2 to 3 metres. There are residential properties on both sides of the road.

Traffic volumes of 420 ADT were recorded in 1997. The RTA Accident Database indicates one minor accident and no reported accidents involving pedestrians during the period from January 1997 to December 2001.

The current regulatory speed limit is 50 kph. The alignment and length of the road does not encourage excessive vehicular speeds. The above surveys do not justify the need for the installation of any traffic calming devices on McMahons Park Road.

Recommendation:

That no action be taken at this stage.

3.2 Guardrail - 206 Blacktown Road, Freemans Reach

1. Introduction:

Representation has been received from Sharon Simmich of 206 Blacktown Road, Freemans Reach raising concerns in relation to various traffic safety issues in the vicinity of her residence. She claims that as a result of a car accident, she has lost 10m of her back fence recently. She is also concerned about the possibility of a car moving out of the carriageway and entering into her property. She has requested that consideration be given for the installation of guardrails on Blacktown Road adjacent to her property as a safety precaution.

2. Discussion:

Blacktown Road is a two-way two lane collector road. The 10m wide sealed carriageway consists of 3m wide travelling lanes and 2m wide shoulders. The current regulatory speed limit is 60 km/hr. Traffic volumes of 4250 ADT (Average Daily Traffic) were recorded in 1997. There are rural residential properties in the vicinity of this location.

This property is located on the inside edge of a horizontal curve on grade and it is unlikely that a vehicle travelling in either direction would deviate towards the residence at No: 206.

In terms of overall traffic safety, the following improvements have been installed at the above location:

- Curve speed and slippery warning signs
- Edge and barrier lines
- Pavement and curve hazard markers
- Guardrails on the outer edge of the curve.

It is considered that the local road improvements that are in place are adequate and no further action is required in this regard.

Recommendation:

That no action be taken.

3.3 Regulatory Speed Limit - Griffins Rd/Alinjarra Rd, Tennyson

1. Introduction:

Representations have been received from 80% of the residents of Griffins Road, Tennyson in the form of a petition requesting that consideration be given for the installation of a 50 kph regulatory speed limit sign on Griffins Road, Tennyson. Currently there are no speed limit signs on this road.

It is appropriate to discuss the regulatory speed limit of Alinjarra Road in this report.

2. Discussion:

Griffins Road is a local, dead end, residential road, approximately 1 km in length. The horizontal alignment consists of a single straight section. There are rural residential properties on both sides of the road. The sealed carriageway width of Griffins Road is approximately 3.0 metres which is narrower than the width of two large cars. There are wide nature strips.

In view of the above factors, it would be appropriate to install a 50 kph regulatory speed limit sign on Griffins Road at the intersection of Griffins Road and Tennyson Road.

Alinjarra Road is a local, dead end, residential road off Griffins Road, approximately 0.5 km in length. Currently there are no speed limit signs on this road. The horizontal alignment consists of a straight section and a curve. There are rural residential properties on both sides of the road. The sealed carriageway width is approximately 5.0 metres. Therefore, it would be appropriate to install a 50 kph regulatory speed limit sign on Alinjarra Road at the intersection of Griffins Road and Alinjarra Road.

Recommendation

That the RTA be requested to give consideration to installing 60 kph regulatory speed limit signs at the following locations:

i) on Griffins Road at the intersection of Griffins Road and Tennyson Road;
ii) on Alinjarra Road at the intersection of Griffins Road and Alinjarra Road.

GENERAL: Mr J Christie joined the meeting at this stage

3.4 17 Little Church St, Windsor - Time Restricted Parking

1. Introduction:

Representation has been received from Ms Sharon Lee carer of Mrs Gurr of 17 Little Church Street, Windsor requesting that consideration be given to providing a parking facility outside 17 Little Church Street so that service provider vehicles can be parked. These providers are frequent visitors to this residence.

She has stated that Mrs. Gurr who has been diagnosed with Multiple Sclerosis (disease of the central nervous system) needs continues care and as a result has regular contacts with the Outreach and Rehabilitation services.

2. Discussion:

Little Church Street is a 250 metre long, local street in Windsor. The width of the carriageway between the kerbs is approximately 10 metres and kerb side parking is permitted. The current regulatory speed limit is 50 km/hr. St Mathews Catholic Primary School is located opposite this residence on the south eastern side of the road.

Parking is often unavailable near this residence for Mrs Gurr's service providers because of irregular and long term unrestricted on-street parking of vehicles presumably connected with the adjacent school. Therefore, it is considered appropriate to impose one hour parking restriction outside this residence for a length of 7 metres in a south westerly direction from the driveway entrance to house no: 17. This will allow Mrs Gurr's service providers to park at an appropriate location. This proposal should not impact greatly on school users.

Recommendation:

That two "1 hour Parking 8.30am - 3.30pm Mon-Fri" regulatory signs be installed to introduce a 7 metre long time restricted parking zone in a south westerly direction from the driveway entrance to house no 17 on the north western side of Little Church Street.

3.5 March Street/West Market Street, Richmond - Pedestrian Crossing - Christian Democratic party

1. Introduction:

Representation has been received from Mr John W Phillips (Candidate for Londonderry) on behalf of local residents requesting that consideration be given to installing a pedestrian crossing in March Street, Richmond on the eastern side of the West Market Street intersection to service Senior Citizens Centre, Aged Person Units and local school children.

2. Discussion:

West Market Street is a local road and March Street is an arterial road at the above location. The carriageway width between the kerbs of March Street is approximately 12 metres. Kerb side parking is permitted on March Street. The current regulatory speed limit of March Street is 60 kph. There are urban residential properties, School of Arts, Senior Citizens Centre, Aged Person Units and the library in the vicinity of this intersection.

The RTA Accident Database indicates four minor and two injury accidents (none involving pedestrians) at this intersection during the period from July 1997 to June 2002. Peak hour traffic volumes of 1094 and corresponding pedestrian volumes of 34 were recorded on March Street.

There are on-site and on-street parking facilities available for Senior Citizens Centre, School of Arts and Aged Person Units. There is a pedestrian crossing at the signalised intersection of March Street/ East Market Street and this crossing is as close to the Senior Citizens Centre as the proposed West Market Street crossing would be.

The traffic counts indicate that the conditions that would justify the installation of a pedestrian crossing in March Street at this intersection are not being met. There are 1.4 metre wide concrete refuge islands with pedestrian slots in March Street on the eastern and western side of the West Market Street intersection to assist pedestrians in crossing March Street.

Recommendation:

That no action be taken at this stage.

3.6 Traffic safety intersection of Old Kurrajong Road and Kurrajong Road, Richmond

1. Introduction:

The Hon K Rozzoli advised of an increased incidence of traffic conflicts at the intersection of Kurrajong Road and Old Kurrajong Road, Richmond at the Local Traffic Committee meeting held on 19 April 2002 and he requested that this be investigated.

2. Discussion:

The intersection is located on a major arterial road approximately 500 metres south-east from the two lane North Richmond Bridge across the Hawkesbury River. The current regulatory speed limit is 60 kph.

The Roads & Traffic Authority Accident Database indicates that 15 minor and seven injury accidents have occurred at this intersection during the period from July 1997 to June 2002.
Morning peak hour traffic counts indicate that 982 vehicles travel along Kurrajong Road towards

Richmond, 308 (14%) vehicles turn right from Kurrajong Road to Yarramundi Lane, 222 (10%) vehicles turn left from Kurrajong Road to Old Kurrajong Road and 149 (7%) vehicles turn left from Yarramundi Lane to Kurrajong Road. Evening peak hour traffic counts indicate that 1,235 vehicles travel along Kurrajong Road towards North Richmond, 151 (6%) vehicles turn right from Kurrajong Road to Yarramundi Lane, 77 (3%) vehicles turn left from Kurrajong Road to Old Kurrajong Road and 237 (13%) vehicles turn left from Yarramundi Lane to Kurrajong Road.

Traffic conflict is particularly apparent during the evening peak period when it is not uncommon for vehicles to be backed into Richmond for a distance of three (3) kilometres. This backup is due in the main to vehicles in Kurrajong Road slowing to allow vehicles turn left from Yarramundi Lane to enter the traffic stream on Kurrajong Road.

Any minor incident at the intersection significantly impacts on traffic flows during shoulder and peak periods.

Recommendation:

That:

1. The details of traffic counts recently taken be forwarded to the Roads & Traffic Authority for its information; and,

2. The Roads & Traffic Authority be requested to investigate this intersection with a view to improving traffic safety and reducing traffic delays.

4 Next Meeting

The next meeting of the Local Traffic Committee will be held at 10.00am on Friday 21 March 2003.

Meeting terminated : 10.40am

oooO END OF REPORT Oooo

ordinary

meeting

end of paper