



Hawkesbury City Council

ordinary meeting business paper

date of meeting: 4 November 2003

location: Council Chambers

time: 7.00pm

ORDINARY MEETING

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Notices of Motion

ORDINARY MEETING

Notices of Motion

Notices of Motion

Ordinary Meeting - 4 November 2003

1. Councillor Kevin Conolly:

That Council renew its representations to the State Government to provide the same level of subsidy to Hawkesbury residents reliant on sullage pumpout as is available to Blue Mountains residents. Further, that Council give consideration in its budget deliberations for 2004-2005, as an interim measure, providing from general revenue to the sullage fund a subsidy equivalent to the rebates provided to pensioners for sullage pumpout.

Recommended Motion

That:

1. Council renew its representation to the State Government to provide the same level of subsidy to Hawkesbury residents reliant on sullage pumpout as is available to Blue Mountains residents; and
2. Consider in its budget deliberations for 2004-2005, as an interim measure, provide from general revenue to the sullage fund a subsidy equivalent to the rebates provided to pensioners for sullage pumpout.

2. Councillor Kevin Conolly:

That options be presented to Council for amending the Hawkesbury Development Control Plan to ensure road widths in new residential areas are sufficient to allow on-street parking.

Recommended Motion

That:

1. Options be presented to Council for amending the Hawkesbury Development Control Plan to ensure road widths in new residential areas are sufficient to allow on-street parking.

oooO END OF NOTICES OF MOTION Oooo



Notices of Motion of Rescission

ORDINARY MEETING

Notices of Motion of Rescission

Notices of Motion of Rescission

Ordinary Meeting - 4 November 2003

Councillors Calvert, Sheather and Conolly:

**Item 62 3 (Three) Townhouses - Lot 19 DP207834, 42 Grose Vale Road, North
Richmond NSW 2754 (DA0357/03/EVD/ENI30NAX.V09)**

That Council's resolution of 14 October 2003 in relation to Item 62, DA 0357/03 for 3 (three) townhouses at 42 Grose Vale Road, North Richmond, be rescinded.

oooO END OF NOTICES OF MOTION OF RESCISSION Oooo



ordinary

section
3

report
of the
general
purpose
committee

AGENDA

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

Report of the Meeting of the General Purpose Committee held at the Council Chambers, Windsor, on 28 October 2003, commencing at 9.10am.

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

Apologies for absence were received from Councillor C J Woods.

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

RESOLVED on the motion of Councillor Conolly and seconded by Councillor Rasmussen that the Minutes of the General Purpose Committee Meeting held on the 30 September 2003, be confirmed with the following amendment to replace 1 and 2 of the Mayoral Minute, Tamba International Exchange Association:

That Council nominate a Councillor to attend the Tamaba International Exchange Program's Friendship Park Opening to be held in late October 2003.

A **MOTION** was moved by Councillor Paine, seconded by Councillor Allan

That Councillor Finch attend, as the Mayor's representative, to the Tamba International Exchange Program's Friendship Park Opening to be held on the 17 and 18 October 2003.

The motion was put and carried.

A **MOTION** was put to also send Councillor Sheather to the Tamba International Exchange Program's Friendship Park Opening to be held on the 17 and 18 October 2003.

The motion was lost.

Councillor Calvert arrived at the meeting at 9.20am

Councillor Williams arrived at the meeting at 10.45am

Councillor Finch arrived at the meeting at 10.45am

Councillor Davies left the meeting at 12.10pm

Councillor Allan arrived at the meeting at 1.50pm

The following recommendations were passed as resolutions of the Committee:

SECTION 1 - ENVIRONMENT

69: Bulky Good Retail Centre, Lot 2 DP535140 & Lot 180 DP752061, 264-272 Windsor Road, Vineyard NSW 2765 (DA0560/03/EVD/ENJ28NAX.V04)

Mr Walter Kullen addressed the Committee.

COMMITTEE'S RECOMMENDATION

That:

1. Council refer the application to NSW NPWS seeking their concurrence for the proposed development.
2. On the basis that NSW NPWS issue concurrence, Council issue a deferred commencement consent subject to the following conditions and any changes to the development or conditions as required by NSW NPWS issuing concurrence.

Schedule 1

- A. Submission to Council for approval of all necessary details relating to the flora and fauna offset site as referred to in the documentation submitted with the application. The selection of the offset site and its management is to be approved by the NSW NPWS prior to submission to Council.
- B. Submission of a report demonstrating that the proposed development will not increase flood hazard or flood damage to other properties or adversely affect flood behaviour. This report is to be prepared by a suitably qualified and experienced expert and where necessary refer to the provisions of the Floodplain Management Manual: the management of flood liable land, January 2001.
- C. The submission to Council of confirmation from the Roads and Traffic Authority that the proposed landscaping along Windsor Road is consistent with the Windsor Road Corridor Urban Design Scheme.
- D. Submission of a concept drainage plan demonstrating compliance with the OSD provisions as outlined in Hawkesbury DCP Appendix E Civil Works.

Schedule 2

General

1. To confirm and clarify the terms of this approval, the development shall take place in accordance with the plans submitted with the application and accompanying documentation, as amended in red and as modified by these further conditions.

2. No excavation or site works shall be commenced prior to the issue of the Construction Certificate.
3. To legally establish the first use of each unit and ensure any required additional facilities are provided, separate Development Consent shall be obtained prior to the first occupation of each unit within the approved building.
4. Compliance with the provisions of the Environmental Planning and Assessment (Amendment) Act 1979, and the Building Code of Australia.
5. Prior to construction of the approved development it is necessary to obtain a Construction Certificate.
6. The applicant shall make themselves aware of the Discrimination Against People with Disabilities Act (DDA) in order to assess their responsibilities and liabilities with regards to the provision of access for all people.
7. All part 4 certificates issued under the Environmental Planning and Assessment Act, 1979 are to be submitted to Council within seven (7) days of the date of issue. The registration fee is \$16.00 per certificate.
8. An occupation certificate is to be obtained on completion of all works and prior to commencement of the approved use. The occupation certificate will not be issued if any conditions of this consent are outstanding.
9. Separate Development Application is to be lodged for all the signage proposed by the development.
10. No signage is approved by this Development Consent

Prior to Issue of Construction Certificate

11. Details demonstrating that the proposed building will comply with the requirements of the Building Code of Australia are to be submitted to the principal certifying authority for approval.
12. Should any part of the building be proposed to be used as a food shop then separate details of the floor, wall and ceiling finishes and of any benches, appliances, equipment, fittings and mechanical exhaust ventilation system shall be lodged with Council in duplicate for approval. Such details shall be approved by Council prior to construction or installation of the relevant work.
13. Construction of civil works including road, drainage, access, or sewer works are not to commence until three (3) copies of the plans and specifications of the proposed works are submitted to and approved Hawkesbury City Council or an accredited certifier.

14. Payment of the appropriate design checking and inspection fee when submitting Engineering plans for approval. Fees required will be provided on request.
15. The submission of a satisfactory traffic management plan.
16. The submission of engineering designs and calculations covering all works required by this consent.
17. The submission of a satisfactory soil and water management plan (SWMP) prepared in accordance with the State Government guidelines titled "Managing Urban Stormwater: Soils and Construction (1988)".
18. Submission of proof of the payment of the Building Industry Long Service Levy where the value of civil works exceeds \$25,000.
19. Payment of a contribution of \$171,212.44 (one hundred and seventy one thousand, two hundred and twelve dollars and forty four cents). towards sewer headworks. This sum will remain fixed until 30 June 2004 after which it will be recalculated at the rate applicable at the time of payment.
20. The relevant sewer authority (Hawkesbury City Council) must be consulted regarding acceptable discharge limits to the sewerage system. A Trade Waste Agreement must be entered into with the relevant authority prior to discharge of trade waste from the premises.
21. The submission of a report from a suitably qualified and experienced engineer in respect of the proposed development, such a report to verify that:
 - a) any damage to the proposed development sustained in a flood will not generate debris capable of causing damage to downstream buildings or property;
 - b) the construction that is at or below the 1 in 100 flood level will be able to withstand the force of floodwaters (including buoyancy forces) and the impact of debris; and
 - c) all finishes, plant fittings and equipment subject to inundation will be of materials and functional capability resistant to the effects of floodwater

A construction management plan is to be submitted to Council for approval

22. Retaining walls or other approved methods necessary to prevent the movement of excavated or filled ground, together with associated stormwater drainage measures, shall be designed by an appropriately qualified person. Details are to be included with the plans and specifications to accompany any Construction Certificate.
23. Design and Construction of site drainage shall be carried out in accordance with Hawkesbury Development Plan Appendix E Civil Works Specification Part 1 Design and Part 11 Construction Specification. Full details of works shall be submitted for approval with the Building Application. Onsite detention shall be provided to maintain all

stormwater discharges from the 1:1 year storm event up to the 1:100 year storm event at pre-development levels.

24. Payment of a Section 94 contribution covering the construction of the intersection of Park Road and Groves Avenue with Windsor Road of \$59,162.50 to Council. This contribution shall remain fixed for a period of 3 (three) months after which time it will be recalculated at the rate applicable at the time of payment. The contribution has been determined in accordance with Hawkesbury Section 94 Contribution Plan. A copy of the Contribution Plan may be inspected at Council's Offices, George Street, Windsor.
25. Separate details in duplicate of the proposed protective balustrades/railing alongside or around every stairway, ramp, terrace, balcony and the like shall be lodged and approved prior to issue of the construction certificate.

Prior to Commencement of Works

26. The applicant or person having the benefit of this development consent must give at least two days notice prior to commencement of works to Council of the intention to commence works. This notice is to be given in accordance with form 7 of the Environmental Planning and Assessment Regulation 1998.
27. The applicant shall advise Council of the name, address and contact number of the principal certifier, in accordance with Section 81A 2(b) of the Environmental Planning and Assessment Act, 1997.
28. The name and licence number of the licensed contractor/builder who has been contracted to do or intends to do the work must be submitted to Council in writing by the owner prior to the commencement of any work relevant to this approval.
29. Sanitary accommodation shall be provided for workmen throughout the course of the building operations in accordance with the Local Government Act 1993 and the Environmental Planning and Assessment Act.
30. Separate application shall be made by a licensed drainer for permission to carry out work in relation to Council's sewer. The attached application shall be returned with the appropriate fee prior to the relevant work commencing.
31. A sign is to be erected adjacent to the access point to the site for the duration of the site works stating the following:
 - a) owner of site and address;
 - b) person/company carrying out site works and phone number;
 - c) consent number and date of approval; and
 - d) approved duration of site works.
32. Separate application shall be made to Council's Asset Services & Recreation Department for the construction and location of the proposed crossover. (Refer to enclosed agreement form for driveways).

33. Erosion and sediment control devices are to be installed and maintained until the site is fully stabilised in accordance with the approved ESCP or SWMP. In the absence of any approved plan the work is to be in accordance with Council's Development Control Plan 1/94 - Soil Erosion and Sedimentation.

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

During Construction

34. All building work must be carried out in accordance with provisions of the Building Code of Australia.
35. All demolition, construction and associated work necessary for the carrying out of the development being restricted to between the hours of 7.00am and 6.00pm on Mondays to Fridays and between 8.00am and 4.00pm on Saturdays.
36. All necessary works being carried out to ensure that "any water" flow from adjoining properties is not impeded.
37. All trucks entering or leaving the site shall have their trays suitably covered to prevent spillage from the truck onto the road.
38. The filled area, including batters, shall be grassed immediately after filling takes place.
39. All fill to be adequately compacted by track rolling or similar.
40. The site shall be secured to prevent the depositing of any unauthorised material.
41. Dust control measures, e.g. vegetative cover, mulches, irrigation, barriers and stone shall be applied to reduce surface and airborne movement of sediment blown from exposed areas.
42. Stockpiles of topsoil, sand, aggregate, spoil or other material capable of being moved by running water to be stored clear of any drainage line, easement, natural watercourse, footpath, kerb or road surface.
43. Measures shall be implemented to prevent vehicles tracking sediment, debris, soil and other pollutants onto any road.
44. No burning of demolition or construction material being carried out on the site.
45. No spoil, excavated or demolition material from the site being deposited on any public road, footpath, public place or Council owned property without the approval of this office.

46. The site shall be kept clean and tidy during the construction period and all rubbish shall be removed from the site upon completion of the project to the satisfaction of this office.
47. All filling material imported to the site is to be free of any contaminants or toxic material and is to consist only of virgin excavated natural material.
48. Analytical reports are to be submitted to Council for all filling material imported to the site. Such reports are to contain full details of the materials origin, soil and chemical composition, and quantity. Such documentation is to be submitted to Council prior to importation.
49. All earthwork placement and compaction is to be under Level 1 supervision and testing in accordance with AS3798. The compaction of the fill is to be verified by the submission of appropriate test results as well as a contoured depth of fill plan.
50. All work must be carried out in accordance with the provisions of Hawkesbury's Development Control Plan, Appendix E Civil Works Specification Part 1 Design Specification and Part 2 Construction Specification.
51. Should any aboriginal site or relic be disturbed or uncovered during the construction of this development, all work should cease and the National Parks and Wildlife Service consulted. Any person who knowingly disturbs an aboriginal site or relic is liable to prosecution under the National Parks and Wildlife Act 1974.
52. The developer is responsible for full costs associated with any alteration, relocation or enlargement to public utilities whether caused directly or indirectly by this proposal. Such utilities include, but are not limited to, water, sewerage, drainage, power, communication, footways, kerb and gutter.
53. The provision of conduit/ducts under new driveways to the requirements of Integral Energy, in accordance with Integral Energy drawing 049759H dated 14/7/1987. Conduit and ducting material is available from Integral Energy.
54. Where the structure is built over the sewer, the sewer main must be exposed and concrete encased for the length of the structure plus 1 metre at both ends.
55. The main must be inspected and any damage repaired prior to encasement.
56. The structure must be pierced in accordance with HCC Standard Specification for Sewerage Works.
57. A manhole must be constructed over the main between the back boundary and the structure so that access is available at both ends of concrete encasement within the property.
58. Manhole lids and surrounds within the carpark must be replaced with gatic type covers.

59. The construction of sewerage reticulation, including junctions, to the development where not already provided.
60. All debris (including felled trees) resulting from the approved clearing of the site for construction is to be removed from the property unless alternative arrangements are agreed to in writing with this office.

RTA Conditions:

61. If not already in place, "No Stopping" parking restrictions are to be installed along both sides of Groves Avenue from Windsor Road to a point 10 metres west of Industry Road. Before installing the parking restriction the applicant must contact the RTA's Traffic Management Services (telephone: 8814-2536) for a Works Instruction.
62. If not already in place, "No Stopping" parking restrictions are to be installed along both sides of Industry Road to a distance of 10 metres south of Groves Avenue.
63. It is recommended that "No Parking" restrictions be installed adjacent to the site's access points to Industry Road subject to Council's Local Traffic Committee approval.

Prior to Issue of Occupation Certificate

64. A Section 73 Compliance Certificate under the Sydney Water Act 1994 must be obtained. Application must be made through an authorised Water Servicing Coordinator. Please refer to 'Your Business' section of Sydney Water's web site at www.sydneywater.com.au then the 'e-developer' icon or telephone 13 20 92.

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

The Section 73 Certificate must be submitted to the Principal Certifying Authority prior to occupation of the development.

65. Submission of a Certificate from Integral Energy that satisfactory arrangements have been made for the provision of electricity to the development.
66. Submission of a Certificate from an approved telecommunications provider that satisfactory arrangements have been made for the provision of cables for telephones through the development.
67. The construction of concrete path paving 1.2m wide along Industry Road with the remaining footway area being formed in earth and all necessary drainage, to the full frontage of the site.

68. Piping of existing watercourses within the property and the creation of necessary easements free of cost to Council.
69. The submission of a Surveyor's Certificate stating that all pipelines are contained within the proposed/existing easements.
70. The wind classification for the site has been assessed as minimum W30N, this classification should be referred to your glazing supplier, frame manufacturer and building contractor to enable the appropriate glazing, bracing and tie downs to be designed.
71. Exit/entrance points are to be clearly signposted and visible from both the street and site at all times.
72. A report by the Design Engineer and a Works-As-Executed (WAE) drawing by either a suitably qualified Engineer or Registered Surveyor of the stormwater drainage system are to be submitted to and approved by Council prior to the release of the occupation certificate. The report from the Design Engineer is to state the conformance or otherwise of the system in relation to the approved design.

The WAE drawings shall indicate the following as applicable:

- a) invert levels of tanks, pits and pipes;
 - b) surface levels of pits and surrounding ground levels;
 - c) levels of surrounding kerb;
 - d) floor levels of buildings;
 - e) top of kerb levels at the front of the lot; and
 - f) extent of inundation.
73. Street lighting, Line marking, Street Signage and Physical Restraints are required to be constructed where necessary.
 74. Provision is to be made for Water Quality control as part of the stormwater drainage works to ensure that there is no increase in downstream nutrient pollution and that soil erosion and sediment is controlled.
 75. A flood warning sign of durable material and permanently affixed shall be located in a prominent location within the works. The sign shall advise occupants that the site may be subject to inundation during times of flood.
 76. The applicant shall prepare a flood emergency evacuation and management plan for the proposed development. The plan should advise occupants of flood evacuation procedures and emergency contact telephone numbers. The management plan should avoid the letting of the premises during periods of flood emergency or when flood warnings are issued. The applicant should contact Council and the State Emergency Service for advice in the preparation of the management plan. The evacuation procedures should be permanently fixed to the building in a prominent location and kept up to date at all times.

77. Disabled parking needs to be provided in accordance with AS 2890.1 - 1993 and the BCA.
78. Barriers are to be provided along the top of all retaining walls to prevent vehicles going over the edge.
79. To ensure the whole of the land essential to the proper operation of the development is preserved for that use, the subject land, comprising Lot 2 DP535140 & Lot 180 DP752061, 264 - 272, Windsor Road, Vineyard shall be consolidated into a single parcel, and written evidence of registration of consolidation by the Land Titles Office submitted to this office prior to the issuing of an occupation certificate.
80. A concrete median island being installed in Groves Avenue to the satisfaction and approval of the Roads and Traffic Authority. The median is to limit movements at the intersection of Groves Avenue / Industry Road to left in / left out.
81. A Fire Safety Certificate, in accordance with the Schedule of Fire Safety Measures issued for the development, is to be submitted to Hawkesbury City Council for separate registration. The registration fee is \$16.00.
82. All required landscaping is to be installed in accordance with the approved plans to the satisfaction of Council.
83. The industry Road construction and dedication up to the access is to be finalised prior to occupation of the site.
84. A Plan of Management for the on-site stormwater detention facilities within the development is to be submitted to and approved by Council for approval prior to the issue of an Occupation Certificate. The Plan of Management shall set out all design and operational parameters for the detention facilities including design levels, hydrology and hydraulics, inspection of maintenance requirements and time intervals for such inspection and maintenance.
85. Prior to endorsement and release of the Occupation Certificate the owner is required, at their costs and expense, to enter a positive covenant over all of the land comprised in the development providing as follows:
 - a) Covenanting with the Council (the prescribed Authority) to at all times at their costs maintain, repair and keep the on-site stormwater detention facilities in a good and safe condition and state of repair in accordance with the approved design to the reasonable satisfaction at all times of the said Council having due regard to the Plan of Management for the operation and maintenance of the on-site stormwater detention facilities, and
 - b) Providing that the liability under the said Covenant will jointly and severally bind the registered proprietors and the proposed dwellings, and

- c) Providing that Council (the prescribed Authority) will be the body entitled to release or modify the Covenant.

All costs associated with the Covenant, including any legal costs payable by Council, are to be paid by the owner on whose behalf the applicant has lodged the application.

Use of the Site

86. Any lighting on the site is to be directed in such a manner so that no nuisance is caused to adjoining properties or to drivers on surrounding streets.
87. The subject development, including landscaping, is to be maintained in a clean and tidy manner.
88. All landscaping shall be permanently maintained in a good condition and in accordance with the intent of the landscaping plan.
89. All sound producing plant, equipment, machinery, fittings, and the like shall be sound insulated and/or isolated so as to control noise emissions from the premises to within the limits prescribed by the Noise Control guidelines.
90. No advertising structures to be erected, displayed or affixed on any building or land without prior approval. Any unauthorised advertising structure will be removed at the expense of the advertiser.
91. No signs shall be displayed on the footpaths, pedestrian ways, roadways or in the vicinity.

The submission to Council of all necessary fire safety certificates and statements in accordance with Part 9 of the Environmental Planning and Assessment Regulation 2000.

ADDITIONAL INFORMATION

As reported to the General Purpose Committee, the applicant has been unsuccessful in obtaining a privately owned site within the Hawkesbury LGA to offset the loss of vegetation at the subject site. It would appear logical for the offset to be within Hawkesbury and accordingly the following additional recommendation is made.

1. Council request the National Parks and Wildlife Service to allow the vegetation offset arrangements to apply to suitable land owned by or held in the care, control or management of Council.

70: Unauthorised Clearing of Vegetation and Earthworks - 882 Grose Vale Road, Grose Vale (18574/EVD/ENJ28NBX.V07)

Mr Bob Stevens, Respondent, addressed the Committee.

COMMITTEE'S RECOMMENDATION

- A. That:
1. The report be received.
 2. The landowner be requested to enter into a written undertaking to carry out the following:
 - a) rehabilitate to property by planting native species of trees throughout the cleared area and to the satisfaction of the Manager, Parks and Recreation;
 - b) that the felled trees be retained on the land, mulched and the mulch material used in the rehabilitation process as ground cover to assist in the control of erosion;
 - c) that no further land clearing works of native vegetation will be undertaken on the land without written approval having first been obtained from Hawkesbury City Council.
 3. That the rehabilitation works be carried out and completed within 6 (six) months of the date provided in the undertaking.
 4. Should the landowner not agree then the matter should be referred to Council's solicitor.
- B. That a further report be provided to the Ordinary Meeting advising of appropriate methods of tree/stump mulching.

ADDITIONAL INFORMATION

This report provides further information on the clearing of vegetation and earthworks and the need to retain tree stumps in situ in preference to removal or stump grinding.

The property is located on the eastern side of Grose Vale Road below the escarpment. The land slopes quite steeply away from Grose Vale Road extending the full length of the property and ultimately to a natural depression. The depression collects rainwater that services dams in the area.

Although the property is not located directly within a known slip area, landslip has occurred relatively close by. The steep slope of this land therefore poses a similar risk. During the clearing works tree stumps were purposely left in the ground in order to assist with soil stability and prevent erosion.

To remove the stumps would increase the risk of slippage, promote erosion and have an adverse effect on the land surface. Due to the slope of the land it would be extremely dangerous for anyone to operate a stump grinder. It is considered that the tree stumps should not be removed in any way.

71: Animal Establishment - Lot 396, DP664634, No. 77 Godalla Road, Freemans Reach (DA1387/02/EVD/ENJ28NBX.V03)

Mr Ross Tubnor, Proponent, addressed the Committee

Mr Charlie Muscat and Mr Jim Jaloussis, Respondent, addressed the Committee

COMMITTEE'S RECOMMENDATION

That:

- A. The application be approved subject to the following conditions:
1. To confirm and clarify the terms of this approval, the development shall take place in accordance with the plans submitted with the application, as amended in red and as modified by these further conditions.
 2. Compliance with the provisions of the Environmental Planning and Assessment (Amendment) Act 1979 and the Building Code of Australia.
 3. The southern part of the site shall be planted with 5 (five) metre vegetation buffers along the eastern and western boundaries of the property to the extent of the goat and pig paddocks, as shown in red on the amended plans, to provide a transitional area to the existing native vegetation and to adjacent land uses. The buffers shall be planted with small, medium and tall species from the Shale Sandstone Transition Forest that is in the vicinity of the buffers. The buffers shall be planted within 3 (three) months from the date of this consent. In this regard the buffers shall be provided to Council's satisfaction and a compliance inspection shall be undertaken.
 4. Preparation of a Farm Management Plan for the operation, which is to be prepared in consultation with NSW Agriculture and Hawkesbury City Council, within 2 (two) months of the date of this consent. .

Use of the Site

5. In order to ensure that the development complies with this consent, the approved use shall not commence until all conditions of this Development Consent have been complied with.
6. A maximum of 20 (twenty) breeding sows, 2 (two) boar, 30 (thirty) does and 2 (two) bucks shall be kept on the property. A total of 90 (ninety) pigs shall be kept on the site at any one time, which includes piglets.

7. The operation of the development shall be conducted in such a manner so as to not interfere with the amenity of the neighbourhood with respect to noise, dust, waste water, odour, waste products or otherwise.
 8. The development shall be conducted in such a manner that the LA(eq) noise levels, measured at any point in accordance with the NSW EPA's Industrial Noise Policy (2000), do not exceed 5dB(A) (Laeq) above background noise levels with respect to noise amenity of residential dwellings.
 9. The activity shall be conducted in accordance with the Farm Management plan submitted with the application.
 10. Native vegetation located in the paddocks including the vegetation buffers required by Condition 3 that are used by the pigs, goats, cattle and horses are to be protected when in use by the animals.
 11. The activity is to operate at all times in accordance with the Farm Management Plan prepared in consultation with NSW Agriculture and Hawkesbury City Council.
- B. That a further condition relating to the number of cattle and horses be provided to the next Ordinary meeting.

ADDITIONAL INFORMATION

This matter was addressed in the General Purpose Committee report to Council on 29 July 2003, as follows:

"The activity does not fall within the 'Designated Development' definition, being

'(3) Piggeries:

(a) that accommodate more than 200 pigs or 20 breeding sows and are located:

- (i) within 100 metres of a natural water body or wetland; or*
- (ii) in an area of high watertable, highly permeable soils or acid sulphate, sodic or saline soils; or*
- (iii) on land that slopes at more than 6 degrees to the horizontal; or*
- (iv) within a drinking water catchment; or*
- (v) on a floodplain; or*
- (vi) within 5 kilometres of a residential zone and, in the option of the consent authority, having regard to topography and local meteorological conditions, are likely to significantly affect the amenity of the neighbourhood by reason of noise, odour, dust, traffic or waste, or*

(b) that accommodate more than 2000 pigs or 200 breeding sows'.

The paddocks where the pigs are kept are well in excess of 100 metres (one hundred) from Currency Creek and are not in an area of high watertable, highly permeable soils or acid sulphate, sodic or saline soils.

The maximum number of breeding sows is 20 (twenty)."

Condition 6 (six) has been amended to include the keeping of cattle and horses.

Further discussions were held with the applicant to clarify the number of animals. As a result of the discussions the applicant has reduced the maximum number of cattle on the site from 30 (thirty) to 25 (twenty five) and increased the number of does from 30 (thirty) to 40 (forty), which they indicated would only occur in a rare circumstance.

In respect to horses, the applicant has only 2 (two) to be used in conjunction with the commercial activity and 4 (four) that are used for domestic use by the residents.

It is recommended that Condition 6 be amended as follows:

"A maximum of 20 (twenty) breeding sows, 2 (two) boars, 40 (forty) does, 2 (two) bucks, 10 (ten) head of cattle and 6 (six) horses.

A maximum of 90 (ninety) pigs including piglets and 25 (twenty five) cattle including cows, calves and young bulls that are assembled for 2 (two) weeks before a stud sale are to be kept on the site at any 1 (one) time."

72: Unauthorised Clearing of Vegetation - 38 Stewarts Lane, Wilberforce (86243, 86244/EVD/ENJ28NBX.V05)

Mr Bruce MacDonald, Respondent, addressed the Committee

This Item was dealt with in conjunction with item 74, Environment section, Supplementary General Purpose Committee Business Paper.

COMMITTEE'S RECOMMENDATION

- A. That:
1. The report be received.
 2. The landowner be requested to enter into a written undertaking to carry out the following:
 - a) rehabilitate to property by planting native species of trees throughout the cleared area and to the satisfaction of the Manager, Parks and Recreation;

- b) that the felled trees be retained on the land, mulched and the mulch material used in the rehabilitation process as ground cover to assist in the control of erosion;
 - c) that no further land clearing works of native vegetation will be undertaken on the land without written approval having first been obtained from Hawkesbury City Council.
- 3. That the rehabilitation works be carried out and completed within 6 (six) months of the date provided in the undertaking.
 - 4. Should the landowner not agree then the matter should be referred to Council's solicitor.
 - 5. Council staff contact Mr Bruce MacDonald between now and the Ordinary meeting to confirm that he will enter into the undertaking.
 - 6. Professional advice be sought relating to a Plan of Management to restore the property back to its original state with similar or, at least, threatened species trees to be replanted.
 - 7. A bond be entered into with the property owner to ensure the restoration is carried out.
 - B. A further report be provided to an appropriate Council meeting regarding the clearing of land along property fence lines to allow new fencing to be erected.

ADDITIONAL INFORMATION

This provides further information on the clearing of vegetation and earthworks and the concerns of National Parks and Wildlife regarding the potential impact on native flora and fauna.

National Parks and Wildlife

Dr Meredith Henderson the Senior Threatened Species Officer within the Threatened Species Unit of the National Parks and Wildlife Service has now inspected the premises. Unfortunately, the inspection was undertaken after the matter was reported to the General Purpose Committee Meeting and a written report on the findings is not available at the time of compiling this report.

During the course of the inspection Dr Henderson intimated that the area was core habitat with significant native vegetation. On Tuesday, 28 October 2003 Dr Henderson was meeting with senior members of the Threatened Species Unit to discuss the works that occurred on the premises. It is anticipated that a report from National Parks will be provided in the near future.

Department of Infrastructure, Planning and Natural Resources

DIPNR has also inspected the premises as the clearing and excavation works have occurred within 40 (forty) metres and up to the bank of Currency Creek, a recognised 'prescribed stream'. Clearing works were also carried out within an unnamed tributary that links with Currency Creek and located on the premises.

Initial information from inspecting officers suggests that the removal of vegetation on the bank of Currency Creek and within the unnamed watercourse could adversely effect Currency Creek. A report is to be provided on the results of the inspection.

Contractors

Legal opinion has been obtained regarding prosecution of contractors who carry out unauthorised works. The advice indicates that it is possible to prosecute contractors who carry out unauthorised works, however this is subject to evidence being obtained that is beyond reasonable doubt that the contractor carried out the works knowing that approval had not been obtained by the landowner and that approval was required from Hawkesbury City Council for the works to occur.

Supplementary

73: Legal Matter - Lot 175, DP 48385 (569) Comleroy and McMahon's Road, Kurrajong - CONFIDENTIAL (*Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege*) (4364, 33766, 33764, 33765, 33762, 33763/EVD/ENJ28LBX.V11)

490 **RESOLVED** on the motion of Councillor Paine seconded by Councillor Gilling

That Council consider the matter in the Committee of the Whole and the public be excluded from the meeting.

491 **RESOLVED** on the motion of Councillor Williams seconded by Councillor Rasmussen

That open Council be resumed.

492 **RESOLVED** on the motion of Councillor Paine seconded by Councillor Finch

Whilst in closed Committee of the Whole, it was recommended that Council authorise the General Manager to act on the terms and conditions set out in the confidential paper.

74: Unauthorised Clearing of Vegetation - 38 Stewarts Lane, Wilberforce - Further Information (86243, 86244/EVD/ENJ28LCX.V10)

This Item was dealt with in conjunction with item 72, Environment section, General Purpose Committee Business Paper.

COMMITTEE'S RECOMMENDATION

That the information be received.

SECTION 2 - INFRASTRUCTURE

- 40: Australian Local Government Association - 'Renew Roads to Recovery' Campaign, NRMA Local Government Forum - 'Roads: Funding the Future' (82046, 79338/ENG/INJ28NBX.E02)**

COMMITTEE'S RECOMMENDATION

That:

1. Participation in the ALGA's "Renew Roads to Recovery" campaign be undertaken; and
2. A delegate be nominated to attend the NRMA Local Government Forum - *Roads: Funding the Future* with appropriate staff to be held on Friday, 7 November 2003. Delegates to be nominated at the Ordinary meeting.

- 41: Un-named Laneway, South Windsor - Naming Proposal (79338, 7233/ENG/INJ28NBX.E01)**

COMMITTEE'S RECOMMENDATION

That under the Roads Act, 1993 public comment be sought regarding naming of the presently un-named lane bounded by Bell, Ham, Mileham and Macquarie Streets, South Windsor as "Eather Lane".

SECTION 3 - ORGANISATION AND RESOURCES

- 86: Council Direction: Receipt of Supplementary Papers (79351/FNC/OGJ28NAX.G02)**

COMMITTEE'S RECOMMENDATION

That:

1. Supplementary papers, at the discretion of the General Manager, be received by Council up to the time of the General Purpose Committee or Ordinary Council Meeting in an attempt to provide better customer service to Council's ratepayers and stakeholders.

2. In resolving 1 (one) above, Council retains complete discretion to defer any matter by way of resolution for whatever reason, including where Council believes it has not had sufficient time to consider all issues.

87: Review of Code of Conduct (79351/OGJ28NAX.G03)

COMMITTEE'S RECOMMENDATION

That the General Manager conduct a review of Council's Code of Conduct for presentation to Council prior to Council's February 2004 Ordinary Meeting.

88: Monthly Financial Report - September 2003 (GF011/005/FNC/OGJ28NAX.F05)

COMMITTEE'S RECOMMENDATION

That the information be received.

89: RAAF Base Richmond Re-investment Project (77675/CSV/OGJ28NBX.C04)

493 **RESOLVED** on the motion of Councillor Rasmussen seconded by Councillor Finch

That Council exercising its delegation as the Committee of the Whole resolve:

1. It supports a public meeting for all local businesses to be held on 13 November 2003 in the Council Chambers commencing at 7.00pm for the purpose of explaining the opportunities which may be available through the re-investment project of RAAF Base Richmond, as well as allowing local businesses the opportunity to ask relevant questions of the Defence representatives present at the meeting and learn more about the packages of work available.
2. Council provide administrative support for the meeting as well as printed literature to be handed to the attendees at the meeting.
3. A further meeting be convened by the Hawkesbury City Chamber of Commerce and Industries Inc. supported by the Hawkesbury Economic Development Advisory Committee and Hawkesbury City Council specifically targeted towards Hawkesbury Small Businesses for the purpose of further advising the processes involved in tendering for Department of Defence contracts.

90: Bowman Cottage - 370 Windsor Street, Richmond (9568/CSV/OGJ28NBX.C06)

Ms Lenore Lindsay and Mr Paul Godfrey, National Parks and Wildlife Service, Proponents, addressed the Committee

COMMITTEE'S RECOMMENDATION

That:

1. Council continue its present arrangement with the National Parks and Wildlife Service in allowing it to use Bowman Cottage at nil rental, with the National Parks and Wildlife Service continuing to maintain the grounds on both blocks at an acceptable level, as well as now being responsible for all outgoings including rates and charges, garbage, water, electricity, telephone etc.
2. All costs associated with the proposed construction of the demountable buildings at the rear of Lot B, Section 2, DP161485, be at the cost of National Parks and Wildlife Service with all maintenance costs associated with the demountable buildings also being the responsibility of the National Parks and Wildlife Service (this is assuming that their Development Application has been approved).
3. A 5 (five) year lease term with a 5 (five) year option be offered to the National Parks and Wildlife Service under the present lease arrangements with the inclusion of recommendations 1 and 2.
4. All necessary documentation be executed under the common seal of Council.

ADDITIONAL INFORMATION

In consideration of this matter Council requested advice regarding any major refurbishment of Bowman Cottage, which may have been identified. There is an amount of \$6,000.00 (six thousand dollars) currently provided in the 2003/2004 Building Maintenance Plan to paint all external brick walls, including "Westox" treatment to prevent further decay and an amount of \$20,000.00 (twenty thousand dollars) for internal painting in the 2005/2006 Program should National Parks & Wildlife Service (NPWS) vacate the building. Minor rot in the posts within the fence on the eastern side of the block has also been identified but at this stage not programmed for repair.

Should the NPWS not be vacating the building, appropriate building maintenance works will be recommended to Council as part of the 2005/2006 Program to reallocate the funding provided for the internal painting.

91: Lease of 2 Reynolds Road, Londonderry (87508/CSV/OGJ28NBX.C07)

COMMITTEE'S RECOMMENDATION

That:

1. The land be leased to Ms Haynes for \$1,500.00 (one thousand, five hundred dollars) per annum, payable in advance.
2. The agreement between Council and Ms Haynes rest on correspondence and the Common Seal of Council be affixed to all necessary documents.
3. The lessee would be responsible for the fencing, water usage and upkeep of the 7 (seven) acres of land, in addition to obtaining Public Liability Insurance to the value of \$10million dollars.

**92: Dedication Land for Road Purposes - 21 Johnston Street, Windsor
(30781/CSV/OGJ28NBX.C09)**

Mr Walter Kullen, Proponent, addressed the Committee
Dr Jules Whitty and Ms Wendy Sledge, Respondents, addressed the Committee

COMMITTEE'S RECOMMENDATION

That the appropriate notice to dedicate Lot 2 in Deposited Plan 788531 as road under Section 10 of the Roads Act be published in the Government Gazette.

ADDITIONAL INFORMATION

Further to the report presented at the General Purpose Committee meeting on Tuesday, 28 October 2003 the following information is provided:

Public land is defined to mean any land (including a public reserve) vested in or under the control of council, but does not include:

- a) a road; or
- b) land to which the Crown Lands Act 1989 applies; or
- c) a common; or
- d) land subject to the Trustees of Schools of Arts Enabling Act 1902.

Changes in July 1993 to The Local Government Act provided that certain public land vested in or under the Control of Council was automatically classified as community land. This land was as follows:

- a) land comprising a public reserve;
- b) land subject to a trust for a public purpose;
- c) land dedicated as a condition of a development consent under section 94 of the Environmental Planning and Assessment Act 1979;
- d) land reserved, zoned or otherwise designated for use under an environmental planning instrument as open space;
- e) land controlled by a council that is vested in the corporation constituted by section 8 (1) of the Environmental Planning and Assessment Act 1979).

Council then had 12 (twelve) months, that is until 1 July 1994, to classify by resolution existing public land, which is not classified as community by the above (Clause 6(3) of schedule 7). After 1 July 1994, any land that was not classified by resolution was taken to be community land. (Clause 6(7) schedule 7).

Council's property register records indicate that the subject land is operational land, however, it does not appear in the list of lands to be classified as operational by resolution on the relevant file.

Additional legal advice was obtained from Council's solicitor A R Walmsley, since the preparation of the previous report. He advised "In all the circumstances, it is not surprising that Council officers failed to have the subject land classified. At the time of its purchase, it was clearly being acquired for road purposes and it was probably so entered at the time." "...by default it is community land, the provisions of the Local Government Act 1993 s 47F must apply. Accordingly, for the land to be sold, leased or dedicated as road, it will require re-classification."

Section 47F states (1) Community land may not be dedicated as a public road under section 10 of the Roads Act 1993 unless:

- (a) the road is necessary to facilitate enjoyment of the area community land on which the road is to be constructed or of any facility on that land, and
- (b) the Council has considered means of access other than public road access to facilitate that enjoyment, and
- (c) there is a plan of management applying only to the land concerned and provision of the public road is expressly authorised in the plan of management.

As such, it would appear that due to an administrative error, the land by default is community land. However, under Section 44 of the Local Government Act (1993) it states that:

"Pending the adoption of a plan of management for community land, the nature and use of the land must not be changed."

As community land, the subject property is unable to be dealt with for sale or lease and would require a plan of management or reclassification to alter the property's current use (refer to Section 44 of the Local Government Act (1993)).

Recommendation:

That:

1. The information be received.
2. Pursuant to Section 54 of the Environmental Plan Assessment Act 1979 and in accordance with the Best Practice Guidelines, Council prepare an amendment to the Hawkesbury Local Environmental Plan 1989 to reclassify Lot 2, DP788531, 21 Johnston Street, Windsor, from Community to Operational land.

93: Request to hold Twilight Markets (107/CSV/OGJ28NBX.C01)

494 **RESOLVED** on the motion of Councillor Sheather seconded by Councillor Gilling

That Council exercising its delegation as the Committee of the Whole resolve that:

1. The information be received.
2. The Windsor Mall Craft Group Incorporated be advised that permission is granted for the holding of the Twilight Markets scheduled for Saturday 29 November, 2003 and Friday 12 December 2003 between the hours of 4.00pm to 9.00pm on both evenings.
3. The Windsor Mall Craft Group Incorporated be advised that they must carry out a risk assessment of the area where the motor vehicles will be driven to load and unload goods associated with the markets and are required to secure the area for the purpose of ensuring public safety.
4. Windsor Police be advised in writing of the twilight markets times and dates to ensure that they have a presence in and around the area on those occasions.

94: Richmond Golf Club Finding Request (38630/CSV/OGJ28NCX.C10)

COMMITTEE'S RECOMMENDATION

That the information be received.

**95: Results of Patron Survey - Hawkesbury City Council Library Service
(86019/CSV/OGJ28NCX.C08)**

COMMITTEE'S RECOMMENDATION

That the information be received.

QUESTIONS WITHOUT NOTICE:

1. Councillor Sheather referred to the reclassification of lands. Councillor Sheather made reference to the Australiana Pioneer Village, which had been incorrectly advertised as Hawkesbury Heritage Farm. He asked if Council could go through and assess all of our land, community land or otherwise, to look at if it is operational or community land. Councillor Sheather asked if Council could look at things like the Pony Clubs, Macquarie Park that has a restaurant on it, tennis courts, McGraths Flats, maybe where the irrigation is done.

The General Manager advised that this would be done.

2. Councillor Sheather referred to an application that was received last week for a Brothel up the street. Councillor Sheather asked why we can't exclude brothels, but referred to the Blue Mountains and how they had excluded KFC and McDonalds from being developed in their area and asked why Hawkesbury can't exclude brothels from our city.

The Director Environment and Development advised that the Blue Mountains City Council hadn't banned KFC and McDonalds outright, they are still permissible at Katoomba town centre and Springwood town centre.

3. Councillor Sheather asked if the development application is going to be classified an escort agency, then he asked if a condition could be put in the consent outlining what activities can and can not happen on the site.

The Director Environment and Development advised that the development application was for a relaxation centre so we can specify what activities can and can not take place.

4. Councillor Calvert made reference to Hermitage Road in relation to buses getting down there and asked if a study was being done.

The Director Asset Services and Recreation advised that there was currently an assessment of the road being done to see where the best locations we can implement the funding that we currently have for this year. He advised that they were trying to maximise the road width as it varies between 4.4 metres and 6 metres.

5. Councillor Calvert made mention of a head on accident down Hermitage Road a few weeks ago and advised that the person involved indicated that they thought it was because of the lack of vision caused by the trees that are growing over the road and asked if those trees were our responsibility and if something could be done about them.

The Director Asset Services and Recreation advised that the trimming of trees within road verges were our responsibility and advised that they had been trimmed recently.

6. Councillor Calvert referred to traineeships and school based traineeships and asked if Hawkesbury City Council had any policy on taking trainees and if not could it be considered as Penrith City Council is apparently taking on about 10 trainees.

The General Manager advised that the matter will be investigated.

7. Councillor Calvert referred to the Committee that is looking at the Kurrajong Heights Lookout and asked if any meetings had been held lately as no minutes had been received.

The Director Asset Services and Recreation advised that a design/landscape plan was being prepared and that minutes of the Committee would be provided.

8. Councillor Rasmussen asked for an update on the RAAF Economic Impact Study, Parts I and II and where it is at. If they had been released, Councillor Rasmussen asked if a copy could be provided to Councillors.

The Director Community and Corporate Services advised that Part I has been released and the Committee has been dissolved as Part II has been concluded and we are waiting for that to be released and a copy of Part I would be distributed to Councillors and would advise when Part II was available.

9. Councillor Rasmussen wanted to thank the Parks and Gardens Group and wanted some recognition past onto the people who looked after the Richmond Park and the Lagoon as they were looking exceptionally brilliant at the moment.

The Mayor advised that this would be done.

10. Councillor Rasmussen referred to the Richmond Township resealing of road and the maintenance of the roads and asked for a note to be sent to the RTA in thanks as the roads were an excellent asset that improves the towns look and feel and getting around.

The Mayor advised that this would be done.

11. Councillor Rasmussen asked if there were any other outstanding rates of a major nature, which are very old and are accruing interest, etc that we still haven't collected. He advised that he had been alerted to, at least two in the order of \$50,000 - \$60,000, similar to the one down at South Windsor that we recently brought up and asked if there were any more.

The Director Community and Corporate Services advised that there were a number of properties that were accruing interest that had been outstanding for some time. He advised that a policy had been in place for some years that we don't take legal action against pensioners. There were a number of properties that were going to be put before Council for sale of land for unpaid rates. The Director advised that the one down at South Windsor was actually a Sundry Debtor, not overdue rates.

12. Councillor Rasmussen referred to the Oasis Centre's open day. He advised that he had some very good reports back from the public and asked for a congratulations to be past on to the staff.

The Mayor advised that this would be done.

13. Councillor Rasmussen mentioned that HMAS Hawkesbury recently returned from action in the Solomon Islands and asked if something could be done with the crew before they disburse, and asked if anything had been done in relation to that.

The General Manager advised that he would have report back to Council on that.

14. Councillor Conolly referred to a request to change to the LEP in relation to political signs. He mentioned In the State Environmental Planning Policy in relation to exempt and complying development, a reference to political signs and asked if we needed to go ahead with change in the LEP.

The Director Environment and Development advised that the report is going to next General Purpose Committee.

15. Councillor Williams referred to a letter from Mrs Jill Vincent of the Friends of Wilberforce Cemetery sent to the General Manager raising concerns such as needing a fence around the cemetery, sealing an access track from Old Sackville Road into the back of St Johns Church, the naming of that lane and drainage running from the new road into the cemetery. Councillor Williams asked if a copy of Council's response to Mrs Vincent could be provided to see what our position was regarding these issues.

Director Asset Services and Recreation advised that it was the same development as the hall at the back of the Church. It is a condition of consent for that development and it was done on a crown reserve road.

The General Manager advised that a response was on its way.

16. Councillor Williams referred to the two houses that were being built along river flats, one along Wilberforce Road and the other on Freeman's Reach Road. He asked if we were suddenly going to have houses built on the flood plains and why they are being built.

The Director Environment and Development advised that they met criteria i.e. land above the sufficient height. It is to do with the fact that there was an existing house and they are entitled to use the old provisions under Clause 25.

17. Councillor Williams made reference to the tree removal on 481 Creek Ridge Road and asked if it will be coming to Council?

The Director Environment and Development advised that Councillors would get an update letter tomorrow. He advised that the applicant has sort to rely on a previous consent which was for the removal of trees and it appears that he is complying with those conditions, but he hasn't notified us and carried out certain fencing requirements.

Councillor Williams asked what progress he made in the first twelve months of the approval, which is four years old.

The Director Environment and Development advised that there was no obligation to as it is a five year consent.

18. Councillor Williams referred to a letter received from Mr Ryan regarding the tree clearing on West Portland Road. He didn't know if the same property was being talked about and wanted to meet out there to confirm that the same property was being talked about.

The General Manager advised that this would be done.

19. Councillor Paine asked what Council could do about the condition of Fairfield House as it is in state of disrepair. She mentioned how some work had been done a few months ago after the winds, but the verandahs and things are all falling down.

The Mayor advised that it would be investigated.

20. Councillor Paine requested an explanation about what a minority report was and what its worth was.

The Director Environment and Development advised that this questions was already being researched for Councillor Rasmussen and the response would be provided to all Councillors.

ORDINARY - 4 November 2003

General Purpose Committee - 28 October 2003

Organisation and Resources

21. Councillor Finch referred to the tree removal on Douglas Road, Kurrajong Heights and asked where it was at.

The Director Environment and Development advised that the tree removal had been carried in accordance with the Council approval and they have done nothing wrong.

22. Councillor Finch requested an update on where we were at in regard to the lease of the old Hospital.

The Director Community and Corporate Services advised that the lease was not signed. He advised that negotiations had been finalised on Toxana and were waiting for that to occur before proceeding.

23. Councillor Gilling referred to a subdivision on Irwin's property on the left hand side of the Putty Road and mentioned that it had driveways everywhere and it is absolute degeneration of the land. Could we get better subdivision development in the future.

The meeting terminated at 3.00pm.

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

.....
Mayor



ordinary

4

section

reports
for determination

ITEM: 184**Proposed Compulsory Acquisition for Road Purposes - Part 61 Upper Half Moon Rd, Lower Portland - W M Burgess****FILE NUMBER:** 26910/CSV/ORK04NBX.C05**REPORT:**

In 1998 action was commenced to formalise and dedicate existing road traversing through two private properties in Upper Half Moon Road, Lower Portland. A Plan of Acquisition has been registered at the Land Titles Office identifying the areas to be acquired. An area of 2433sqm was successfully acquired by agreement for an amount of \$250.00 (two hundred and fifty dollars) as assessed by valuation. However, negotiations have continued with Mr Burgess for the acquisition of an area of 8012 sqm being Lot 2 in Deposited Plan 878230, part of 61 Upper Half Moon Road, Lower Portland, with no agreement being reached.

Council's valuer has stated that "As the road now constructed covered the track which originally linked the two blocks with Green's Road it has only formalised an existing situation and it is considered that the construction of a Council road is to the benefit of the land remaining." They consequently assessed a nominal compensation amount. The area to be acquired was valued in May 2002 at \$1000 (one thousand dollars), and in an effort to settle the matter a "without prejudice" offer of \$2000 (two thousand dollars) was conveyed to the owner, Mr Warren Burgess.

Mr Burgess has indicated that he considers Council's offer is inadequate and not reflective of the true market value of his land. However, he has not indicated an amount which he would accept nor has he provided any formal valuation.

Whilst it is part of the normal procedure and Council policy, to base offers of compensation on valuations provided by Council's consultant valuer, there can be scope for negotiation if the other party provides a valuation report which is not significantly different from Council's. However, in this case given that the owner does not seem willing or anxious to provide an agreeable figure, there is no alternative but to commence compulsory acquisition procedures. Once the land is compulsorily acquired by Gazette Notice, it will be dedicated as road and Mr Burgess's interest will convert to a claim for compensation under the Land Acquisition and (Just Terms) Compensation Act.

RECOMMENDATION:

That:

1. Council compulsorily acquire Lot 2 in Deposited Plan 878230 for road purposes, in accordance with the Land Acquisition (Just Terms) Compensation Act 1991, from Mr Warren Burgess.
2. Application be made to the Minister for Local Government and/or the Governor for approval to proceed with compulsory acquisition of Lot 2 in Deposited Plan 878230.

ORDINARY

Meeting Date: 4 November, 2003

Item: **184**

3. All relevant documents be executed under the Common Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 184 Oooo

ITEM: 185 **Insurance/Risk Management****FILE NUMBER:** 79509/CSV/ORK04NBX.C04

REPORT:

At Westpool's Annual General Meeting on Monday, 20 October, Hawkesbury City Council received the 2003 Risk Management Award for its Building and Development Manual. The manual is part of a customer service effort to reduce risk and exposure in the processing of applications and provision of information to customers.

The Manual describes how staff can accurately give information to people regarding their properties including flood levels, ability to subdivide, applications for dams, fences and fill; and customer requests for matters including unauthorised land use, unauthorised building, noise, air and water pollution. It provides details on historic buildings, the Development Control Plan, restrictions on the removal of trees and vegetation, animal control and composting toilets. The Development of the Manual has improved productivity and is a very effective risk management tool as information is clear and easy to find. The risk of misinformation is now much lower.

The Development Advisory Service is another important part of the customer service program. A panel meets every Thursday so that applicants with detailed questions or needing additional guidance for providing relevant material have the chance to receive advice. Particularly where a number of technical issues are involved, this service saves the applicant time in the long run by giving the planners all necessary information to assess the applications against the relevant criteria.

The Manual also details Council's Conflict Management Policy, which describes many options for resolving controversial or contentious situations including facilitation, mediation and conciliation.

RECOMMENDATION:

That Council accept Westpool's 2003 Risk Management Award for its Building and Development Manual.

ATTACHMENTS:

AT-1 Hawkesbury City Council's Building and Development Practice Manual (distributed separately).

oooO END OF ITEM 185 Oooo

ITEM: 186 **Policy - Filming Application Fees - Education Facilities**

FILE NUMBER: 79338/ENG/ORK04NBX.E06

PREVIOUS ITEM: 111, Ordinary (08.07.2003)

REPORT:

Following consideration of a report concerning film location fees incurred by educational facilities/students, Council, at its meeting held on 8 July 2003 resolved, in part, that:

- 1) *as a matter of policy, that educational facilities/students be exempted from payment of film location/inspection fees, but comply with other standard conditions as applicable; and,*
- 2) *the proposed changes to the Revenue Pricing Policy be advertised in accordance with the Local Government Act, 1993.*

Report

1. Public comment was sought by advertisement in the Hawkesbury Gazette, 10 September 2003 with a closing date for submissions of 10 October 2003.
2. No submissions have been received.

RECOMMENDATION:

That:

1. As a matter of policy, education facilities/students be exempted from payment of film location/inspection fees, but comply with other standard conditions of filming as applicable.
2. The Revenue Pricing Policy be amended accordingly.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 186 Oooo

ITEM: 187 **Request from Community Help Service Incorporated for Waste Bin Services**

FILE NUMBER: 87118, 79348/EVD/ORK04NBX.V07

REPORT:

Council is in receipt of a letter of request from Mr Tony Dunn, CEO of Community Help Service Inc., asking for 2 (two) free waste collection services from his premises located at 109 Keda Circuit.

Mr Dunn states that his service provides free of charge, assistance to elderly and needy citizens in our community, who require lawns to be mowed, or rubbish removed from there places of abode, that are not able to have this work done by other organisations or people. Mr Dunn, in discussions, has stated that he does not receive any financial assistance for his work.

Mr Dunn takes this waste back to his premises, and wishes to dispose of it through the requested 2 (two) free waste collection services, rather than him having to pay waste disposal costs at our waste management facility and delivering the waste to our facility.

He has also asked for 2 (two) recycling bins, to allow for recycling of those items that can be recycled through our current system. Should Council agree to supply the 2 (two) free waste collection services, then, the 2 (two) recycling services would be supplied automatically as part of the current contract with J J Richards and Sons.

Mr Dunn currently pays for 1 (one) collection service to his premises, and this request is in addition to the existing service.

RECOMMENDATION:

That:

1. 2 (two) waste collection and recycling services be supplied to Community Help Service Inc. free of charge, whilst the organisation continues to provide assistance as described in the report.
2. Should the organisation cease to assist the community in the manner described in the report, then the free service is to cease and the waste and recycling bins returned to Council.
3. Mr Dunn be required to notified Council annually of the continuance of his community service that requires the free services.

ORDINARY

Meeting Date: 4 November, 2003

Item: **187**

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 187 Oooo

ITEM: 188 At Call Kerbside Bulk Waste Collection**FILE NUMBER:** 17974, 001/FY04/EVD/ORK04NBX.V03

REPORT:

Tenders for the provision of an "At call kerbside bulk waste collection and disposal service" were advertised in accordance with the adopted resolution of Council at its meeting on 8 July 2003. Tenders were advertised during July 2003 and closed for submissions on 8 September 2003.

2 (two submissions were received, one from BO & JL Staples P/L who currently perform the sullage collection service under contract to Council, and the other from Cleanaway Municipal Services. Both companies put in submissions that had a variation to the conforming tender, as well as a conforming tender, for Council's consideration.

Cleanaway Municipal Services offered a sliding scale of charging from the lump sum costing, which would allow a reduction in annual costs if the estimated number of 14,000 (fourteen thousand) services was not achieved annually. BO and JL Staples submitted 2 (two) different alternative collection services, with alternative "A" being based on a zoned system, which included a green waste collection service, and alternative "B" being a trial for 12 (twelve) months of a combination of the conforming tender specification and their proposed alternative "A" by charging a daily hire rate with Council paying all tipping fees, and retaining any return from the recyclables.

The terms of the tender are generally that the service be provided to 7,000 (seven thousand) residential type properties throughout the city, and that these property owners or occupiers will be entitled to 2 (two) collections per year, on an "at call" basis, i.e., the owner or occupier will phone the call centre to book in a collection of approximately 1 (one) box trailer load i.e., a pile of approved waste materials measuring, 1.8m x 1.2m x 600mm, which will be booked in for collection within a 20 (twenty) day period of the request.

The tender required that the contractor operate a "call centre" where all requests will be received and processed, ensuring that no more than 2 (two) services are provided to each premises in any 12 (twelve) month period, with records of activities being supplied to Council on a monthly basis.

It is proposed that the cost of the service be "cost shared" between all residential type properties within the designated service areas (a map of the service areas will be displayed in the Council Chambers during the meeting) and shown as a separate charge on their rates notice.

The tender documents required the tenderers to provide a per service charge above the 14,000 (fourteen thousand) services annually, to allow for an increase in the service numbers should this occur.

Tender Submissions and Pricing**B O & J L Staples P/L:**

To provide the service in accordance with the tender documents, the lump sum figure tendered is

\$609,430.00 (six hundred and nine thousand, four hundred and thirty dollars) per annum.

Cost per collection within the service area in excess of the 14,000 (fourteen thousand) services is **\$32.34** (thirty two dollars and thirty four cents per additional service).

Alternative Option A (zoned system of collection twice per year and a green waste zoned collection service twice per year) lump sum figure tendered is **\$457,456.00** (four hundred and fifty seven thousand, four hundred and fifty six dollars) per annum, with additional services above 14,000 (fourteen thousand) services at **\$32.67** (thirty two dollars and sixty seven cents).

Alternative Option B (combination of an at call service and a zoned service on a trial basis for 12 (twelve) months) the tendered cost of providing this service is **\$110.00** (one hundred and ten dollars) per hour.

Cleanaway Municipal Services:

To provide the service in accordance with the tender documents, the lump sum figure tendered is **\$229,585** (two hundred and twenty nine thousand, five hundred and eighty five dollars) per annum.

Cost per collection within the service area in excess of 14,000 (fourteen thousand) services, is **\$10.97** (ten dollars and seventy nine cents) per additional service.

Cleanaway Municipal Services offered a sliding scale of cost reductions based upon the following figures and circumstances:

1. Lump sum price for up to 14,000 (fourteen thousand) collections per annum from the nominated service area, inclusive of tipping fees up to 1,120 (one thousand, one hundred and twenty) tonnes per annum is **\$229,558** (two hundred and twenty nine thousand, five hundred and fifty eight dollars).
2. Discount for each service below 11,200 (eleven thousand and two hundred) services per annum is **\$10.79** (ten dollars and seventy nine cents).
3. Discount for each tonne of waste collected below 900 (nine hundred) tonnes per annum (inclusive of transport to Cleanaway's nominated disposal location at Enviroguard, Erskine Park) is **\$131.92** (one hundred and thirty one dollars and ninety two cents).
4. Additional cost for each tonne of waste collected above 1,120 (one thousand, one hundred and twenty) tonnes per annum (inclusive of transport to Cleanaway's nominated disposal location at Enviroguard, Erskine Park) is **\$131.92** (one hundred and thirty one dollars and ninety two cents).
5. Minimal annual fee is \$104,723 (one hundred and four thousand, seven hundred and twenty three dollars).
6. All invoices would be provided monthly, with pro-rata monthly values used for the purpose of invoice calculation.

It has been suggested by Cleanaway, that through such a fee structure, they are able to minimize the risk of a cost escalation, which Council would benefit from by only paying for services that they need and use.

Analysis of the submissions:

As can be seen from the prices tendered there is a significant cost difference between the prices tendered. The obvious difference between the 2 (two) submissions is that BO and JL Staples P/L are proposing to use 2 (two) trucks and 4 (four) staff, where as Cleanaway are proposing to provide the service only using 1 (one) vehicle and 2 (two) staff.

Cleanaway in their submission states, that from their past experience with Bankstown Council, and from discussions with the management of Blacktown and Fairfield Councils, who have operated "at call clean up services" for some time, the take up rate of the 7,000 (seven thousand) properties who would have the service available to them, would be in the vicinity of between 3,000 (three thousand) and 5,000 (five thousand) services annually, after the initial surge of interest in the new service being provided.

Bearing this in mind, and relying on their experience, it would seem that the alternative sliding scale proposal, put forward by Cleanaway Municipal Services, would be the most cost effective way of providing the service to those in the benefit area.

Funding the service:

As previously mentioned, it is suggested that the cost of providing the service, be funded by those properties benefiting from the service on a cost sharing basis.

It is suggested that Council accepts the sliding scale of fees proposal offered by Cleanaway Municipal Services, which will reduce the annual costs, should the number of services provided, be far less than expected, due to not all households taking advantage of the service.

For budgeting purposes, it is suggested that the lump sum figure of \$229,585 (two hundred and twenty nine thousand, five hundred and fifty eight dollars) be budgeted for in the first year, and that any savings made from a reduction in the number of services actually provided, be passed onto the consumer in the form of reduced costs for the service in the subsequent year to follow. The cost of the service each year would be based on the activity rate from the previous year. This accounting practice would fit with current budget estimating and allow for accurate rating charges.

Cost of service to those in the service area:

Based on the lump sum tendered price by Cleanaway Municipal Services, the annual cost per residence for 2 (two) collections of bulk waste from the kerb side per year will be \$32.80 (thirty two dollars and eighty cents), or \$16.40 (sixteen dollars and forty cents) for each collection.

Introduction of the service:

Should Council wish to introduce the service prior to the next financial year, such as February 2004, as was previously planned, advertising of the new fee to the public will have to be undertaken

in accordance with Section 612 of the Local Government Act 1993.

The Act requires that a new fee be advertised for a period of 28 (twenty eight) days, after which, all submissions made by the public must be considered by Council before determining the matter further.

An alternative to this process would be to hold implementation of the service until 1 July 2004, and process the fee as part of the setting of fees under the management plan and budgeting for the new financial year.

Delaying the implementation would also allow more time to set up the system for both Council and the contractor, and provide for a better delivery of the service to our community without incurring pro rata type payments for those in the service areas.

RECOMMENDATION:

That:

1. The tender submitted by Brambles Australia Limited, trading as Cleanaway Municipal Services, for a sliding scale of reduced costs should the anticipated activity level not be achieved (as quoted in their tender submission), be accepted, subject to funding being approved by Council.
2. The fee for the service for the first year be set on the lump sum figure tendered by Cleanaway Municipal Services of \$229,585 (two hundred and twenty nine thousand, five hundred and eighty five dollars), which would be equally shared between property owners in the designated service areas, which is estimated to be, \$16.40 (sixteen dollars and forty cents) per service, or \$32.80 (thirty two dollars and eighty cents) per year, per property, for the 2 (two) services.
3. The fees be examined annually over the period of the contract, with any savings or increases in costs from the previous years activities, being passed onto the properties with the designated service areas, which will be reflected in the annual charge.
4. The service be implemented from 1 July 2004, and be incorporated into the setting of fees advertising process, undertaken as part of the budget preparation for the 2004/2005 financial year.
5. The contract documents for the "at call kerbside bulk waste collection and disposal service" be signed under the seal of Council with Brambles Australia Limited trading as Cleanaway Municipal Services, once the fee for the service has been set and approved by Council.
6. BO and JL Staples P/L be informed of the result of the tender process, and thanked for their submission.

ORDINARY

Meeting Date: 4 November, 2003

Item: **188**

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 188 Oooo



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5
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reports
for information

ORDINARY

Meeting Date: 4 November, 2003

Item: **189****ITEM: 189****Reports Requested by Council - Status as at 14 October 2003****FILE NUMBER:**

GC280/005 Pt4/GMA/ORK04NCX.G08

REPORT:

8/4/2003	Oasis Centre DAS&R	Report in relation to utilisation of backwash, from the Oasis Centre Pool, by Windsor Golf Club, following testing.	Water quality results satisfactory, initial design for EPA approval being undertaken.
23/06/2003	Skeleton Rocks Reserve DAS&R	Report to be provided on the current allocation of \$10,000.00 (ten thousand dollars), for the river map, to be reallocated to Skeleton Rocks Reserve.	To be reported.
08/07/2003	Possibility of Council Employing a Solicitor on Staff DCS	Issue is to be reported to Council on a regional basis and include details of cooperation of other Councils.	Under investigation. To be reported to future General Purpose Committee meeting.
29/07/2003	Pitt Town - Signage DED	How can LEP be modified to allow Council to give consent for signs at Pitt Town	To be reported to the next General Purpose Committee meeting in October.
9/09/2003	Land Clearing - Middle Island 278 Hermitage Road, Kurrajong Hills DED	Waiting for receipt of report from Conacher Travers and advice from Council's solicitor	To be reported.
28/10/2003	Reclassification of Land	Council to go through and assess all of our land, community land or otherwise, to look at if it is operational or community land.	To be reported

ORDINARY

Meeting Date: 4 November, 2003

Item: **189**

28/10/2003	School Based Traineeships	A report to be provided on whether Hawkesbury City Council have any policy on taking trainees and if not could it be considered	To be reported
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RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 189 Oooo



ordinary

6
section

reports
of committees

ORDINARY MEETING

Reports of Committees

Heritage Advisory Committee - 10 July 2003

Present: Councillor Finch
Alan Aldrich
Louise McMahon
Dennis Bradshaw
Max Hatherley
Ian Jack
Michelle Nichols
Lucy Sullivan
Donald Ellsmore (Heritage Advisor)
Robert Montgomery (HCC)
Karen Mion (HCC)

Apologies: Jan Barkley-Jack
Graham Edds
Debra Hallam

1. Confirmation of Minutes

Dennis Bradshaw noted that the wording in relation to the motion on La Tosca was incorrect - not in accordance with his motion put at the meeting. After some discussion regarding why the wording had been altered Mr Bradshaw agreed that the record carried the same meaning and was acceptable.

The minutes of the meeting of 12 June 2003 were adopted, with no changes.

2. Correspondence

Nil.

3. Report of Heritage Advisor

Donald Ellsmore advised the Committee on the following matters:

3.1 *Wilberforce Cemetery*

Donald reported that the Wilberforce community is working in a positive and encouraging manner with Sean Perry (Manager Parks and Recreation) to implement a conservation strategy for the Wilberforce Cemetery.

3.2 *Clarendon Barn*

Donald reported that the Clarendon Barn was damaged in a storm approximately a year ago. Engineering advice was obtained with the support of the HAC and initial drawings for the

ORDINARY MEETING

Reports of Committees

restoration prepared in accordance with these drawings. A quote for the works in accordance with these plans has been obtained. The quote was \$150,000. The owners are unable to fund this work. Donald asked the HAC for suggestions on avenues that could be taken to ensure the item would not be lost.

The committee discussed options including stabilising the barn walls without a roof, and pleading dispensation to the metropolitan rule regarding Heritage Council funding.

The committee adopted the following recommendation:

"To set up a sub-committee to plead the case to the NSW Heritage Office after a strong Statement of Significance was prepared"

The sub-committee would comprise of Ian Jack, Alan Aldrich and Donald Ellsmore. Michelle Nichols volunteered to research if needed.

4. Items

4.1 Richmond Main Street Program - Robert Montgomery

Robert Montgomery briefed the Committee on the Richmond Main Street Program in terms of the stall held at Richmond Markets and the public meeting, the post card competition and the appointment of Placebo Culture Community Artists for the community art work. Consultation on the project will occur with community/stakeholder groups including the HAC. It is likely the focus will be on the park with themes of linking the past with the present, linking communities and linking the shopping areas. Some examples of the form this might take include a pathway with something in the pavement or sculptures at the entrances to the park. Robert also explained that while the Conservation Management Plan had not been completed, this project was being worked on as the funding time line means it needs to be delivered by December.

4.2 Inalls Lane- Robert Montgomery

At the request of Robert Montgomery this item was carried forward to the next meeting.

4.3 Heritage Assistance Program -Graham Edds

Carried forward to the next meeting.

4.4 Strategic Plan

Donald Ellsmore advised the committee that the Strategic Plan sub-committee had met and were working on the Strategic Plan. It was suggested and agreed by the Committee that the Strategic Plan be discussed at the next meeting for approximately 30 minutes. It was further agreed that the next meeting would commence at 5:30pm and that the Strategic Plan would be included in the mail out of the agenda and minutes.

ORDINARY MEETING

Reports of Committees

5. General Business

5.1 *La Tosca*

Robert Montgomery and Donald Ellsmore advised that the owner was seeking advice from Graham Edds to restore the existing dwelling and create a sympathetic extension while also building elsewhere on the property thereby taking advantage of the Heritage Incentive Clauses of the Hawkesbury Local Environmental Plan. This was considered by the Committee as hopeful and encouraging.

5.2 *Successful Tourism at Heritage Places*

Councillor Finch tabled a document prepared by the Australian Heritage Commission and CRC Sustainable Tourism titled 'Successful Tourism at Heritage Places' - a guide for tourism operators heritage managers and communities.

5.3 *Cemetery Incomes*

Louise McMahon advised that Council's Annual Report indicated revenue of \$80,000 for 2001/2002 and \$77,000 for 2002/2003 from cemeteries and was curious as to the break down of how this money is spent. Details from Sean Perry (Manager Parks and Recreation) to be reported.

6. Next Meeting

The next meeting will be held on 14 August 2003 at 5:30pm.

Meeting closed at 7.00pm.

oooO END OF REPORT Oooo

ORDINARY MEETING

Reports of Committees

Heritage Advisory Committee - 14 August 2003

Present: Councillor Finch
Alan Aldrich
Debra Hallam
Dennis Bradshaw
Graham Edds
Ian Jack
Jan Barkley-Jack
Louise McMahon
Lucy Sullivan
Max Hatherley
Michelle Nichols
Donald Ellsmore (Heritage Advisor)
Greg Hall (HCC)
Karen Mion (HCC)

Apologies: Robert Montgomery (HCC)

1. Confirmation of Minutes

The minutes of the meeting of 10 July 2003 were adopted, with no changes.

2. Correspondence

Nil.

3. Report of Heritage Advisor

Donald Ellsmore advised the Committee on the following matters:

3.1 *Damage to Cemeteries*

Donald reported that a car had driven through the a cemetery in Richmond (cnr. Jersey Street and Dight Street and damaged 7 (seven) graves. It is expected that insurance will meet the costs restoration. However, it is difficult to know the conditions of the graves just prior to the car damage.

Michelle Nichols indicated that she has recent photos taken from the front fence. It was agreed that she would forward these to Sean Perry (Manager Parks and Recreation).

Donald also explained that Chris Daley (Director of Asset Services and Recreation) was seeking a legal opinion on Council's role and responsibility in the restoration of graves and head stones in Council-managed cemeteries.

ORDINARY MEETING

Reports of Committees

3.2 *Clarendon Barn*

Donald reported that the Clarendon Barn Sub-Committee comprising of Ian Jack, Alan Aldrich and Donald Ellsmore had approached the NSW Heritage Office. The NSW Heritage Office had been open to the idea that a special case for funding could be made. The NSW Heritage Office has made contact with the owners (Xibberas) to inform them of their immediate options. Robert Montgomery is still to visit the site to discuss development options. Overall, Donald reported that he saw this as moving forward.

Graham Edds questioned if the same approach could be taken with Tolson Barn and the Cottage at North Richmond (at lights). Prof. Ian Jack suggested that the Clarendon Barn is a special case because of the connection with William Cox and its State Significance.

3.3 *Brochures*

Donald advised that the three heritage information brochures are nearly ready. A few of the images needed to be changed and some of the owners needed to be approached for permission to publish.

3.4 *Annual Heritage Advisors Conference*

Donald reported that he would be attending the Annual Heritage Advisors Conference the following day and that the topics for discussion included 'infill' and 'community-based heritage studies'.

4. **Items**

4.1 *Strategic Plan*

Donald Ellsmore advised that the Strategic Plan prepared by the Strategic Plan Sub-Committee was to assist the HAC to remain focused and working on the positives. Furthermore if the HAC wants funding to do things, then a formal plan is needed. Donald also discussed the struggle between the clear roles and responsibilities of Council and the HAC, as a committee of Council. There is some overlap of responsibilities.

The HAC discussed items it currently takes responsibility for or are involved in. These included the Grant Scheme, Heritage Week, brochures, communications strategy and FAQ on Council's website.

The HAC discussed the Strategic Plan, focusing on promotional events and brochures. Suggestions of promotion events included slab structures, cemeteries and St Albans were made. It was also suggested that there could be a link between brochure launches (eg slab structures and cemeteries) and promotional events. It was agreed that it was too late in the year to organise a large promotional event. However, it was agreed that Jan Barkley-Jack would look into a small scale launch for the slab structures scheme and promotional brochure prior to Christmas.

4.2 *Funding Cemeteries*

The written response from Sean Perry (Manager Parks and Recreation) was discussed. Additional

ORDINARY MEETING

Reports of Committees

details were requested. The HAC would like to know the income generated specifically by the cemeteries, the full amount spent on cemeteries and if the income is greater than the amount spent, why the HAC is told there is no money to spend.

It was also agreed to remind Council's Park and Recreation Department that no wipper snipping around graves should be occurring.

4.3 *Heritage Assistance Program -Graham Edds*

Graham Edds advised the committee that he had concerns regarding the heritage assistance program. These concerns were:

- The rush of considering applications.
- Graham reminded the committee that last year some applications were considered for the first time on the decision night. Committee members had not had any opportunity to consider the applications in advance.
- Criteria for grant eligibility.
- Graham emphasised that the criteria should be given up front.
- Checking competency of work.

Councillor Finch suggested a special night to consider the applications may be beneficial. After some discussion it was noted that there are no set guidelines although Philip Pleffer would supply details of the guidelines that are normally followed.

Karen Mion informed the committee of the proposed timetable for the next scheme, to be initiated before the end of 2003, for conclusion early in 2004.

The HAC agreed that the criteria for assistance should be attached with the draft minutes for the Committee members to consider prior to the next meeting. The Committee would review these criteria at the next meeting.

4.4 *Projected car park Cnr Kable Street and The Terrace, Windsor*

Lucy Sullivan suggested that the HAC should not wait until a terrible design is proposed for the site, but encourage a good design. This should be multi storey and be in keeping with the aspect of The Terrace building line. Lucy agreed to write a letter to Chris Daley (Director of Asset Services and Recreation) to outline these issues. Other committee members did not share the same enthusiasm for a carpark on the site and noted that there are conflicting archaeological considerations on that particular site.

4.5 *Future of Australiana Pioneer Village (Wilberforce)*

Councillor Finch explained that two motions relevant to this site were carried at the last Council meeting. These regarded the allocation of funds and the erection of a memorial to the late Mrs McLachlan. Jan Barkley-Jack added that meetings were being undertaken with regards to having the site listed with the NSW Heritage Office and that it appeared certain the place would be state listed.

4.6 *Informal Road Closures*

Lucy Sullivan suggested that where roads are being closed, consideration should be given to public foot paths remaining open in order to create a network of public walks around Windsor. Lucy agreed to make a list of these roads and write a letter outlining her concerns.

5. **General Business**

5.1 *Heritage Walk - Christmas Party*

Councillor Finch suggested that the committee might consider a walk as a Christmas event this year. It was agreed that the HAC would celebrate Christmas by a heritage walk ending at Glenroy.

5.2 *Trevor Devine - Heritage Issues*

Councillor Finch advised the Committee that Trevor Devine believed he had been mis-quoted in the Heritage Minutes of the 12 June 2003. He had addressed the Council meeting in this regard.

5.3 *Advisory Committee for Pitt Town*

Jan Barkley-Jack reported that she was the National Trust representative on the Advisory Committee for the proposed Pitt Town development.

5.4 *Old Hospital Site*

It was reported that the community briefing on the archaeological investigation of the old hospital site was a great success. Another presentation by the Archaeologist would be held later in the year.

5.5 *Meeting start times*

It was agreed that the HAC meetings would now commence at 5:30pm.

6. **Items for Next Meeting**

- Inalls Lane - Robert Montgomery
- Heritage Study - Robert Montgomery
- La Tosca - Robert Montgomery
- Richmond Archaeological Zoning Plan - Robert Montgomery
- Finalise Strategic Plan
- Review guidelines for Heritage Assistance Funding

7. **Next Meeting**

The next meeting is to be held on 11 September 2003 at 5.30pm.

ORDINARY MEETING

Reports of Committees

Meeting closed at 7:20pm.

oooO END OF REPORT Oooo

ORDINARY MEETING

Reports of Committees

Heritage Advisory Committee - 11 September 2003

Present: Alan Aldrich
Debra Hallam
Dennis Bradshaw
Ian Jack
Louise McMahon
Lucy Sullivan
Max Hatherley
Michelle Nichols
Donald Ellsmore (Heritage Advisor)
Robert Montgomery (HCC)
Karen Mion (HCC)

Apologies: Councillor Finch
Jan Barkley-Jack
Graham Edds

1. Confirmation of Minutes

The minutes of the meeting of 14 August 2003 were adopted with the following change:

The word 'not' was deleted from the second sentence of Item 4.4 - Projected car park Cnr Kable Street and The Terrace, Windsor.

2. Correspondence

Karen Mion tabled a letter authored by Lucy Sullivan submitted to Chris Daley (Director of Asset Services and Recreation) regarding the projected car park Cnr Kable Street and The Terrace, Windsor. Lucy discussed the contents of the letter and her suggestions that:

- the building be set back more or less in line with the street's private housing;
- the levels of the car park should not be left open;
- the provision of a cafe overlooking the river would be beneficial;
- current toilet buildings should be removed and toilets provided on the ground floor of the proposed structure;
- the car park should contain at least (4) four levels; and
- it should be built with little disturbance to the ground to avoid disturbance of archaeology.

Lucy also stated that the letter mentioned that views expressed in the letter do not necessarily reflect those of other members of the Heritage Advisory Committee.

Robert Montgomery commented that a report was being prepared on parking in Windsor and that Council has allocated \$70,000 for a master plan in Windsor. He saw this as a positive step to look at issues in a strategic way.

3. Report of Heritage Advisor

Donald Ellsmore advised the Committee on the following matters:

3.1 Cemeteries

Donald reported that cemeteries had been in the news again. A recent article in a local paper referred to extensive damage to the Wilberforce Cemetery.

3.2 Pitt Town Development

Donald advised that he was currently looking at the impact the heritage factors would have on the shape of any development in the area.

3.3 Update on Clarendon Barn

Donald reported that he and Robert Montgomery had visited the site today. Representatives from the NSW Heritage Office are to visit the site and look at the problems in relation to funding options. However, there is concern that things are not happening quickly enough as the barn is falling down. In response to a question from Ian Jack about short-term, low cost measures, Donald explained that merely doing the minimum conservation works would be wasteful as the barn needs a roof in order for the fabric to be conserved.

4. Items**4.1 Strategic Plan**

Donald Ellsmore reminded the HAC that the Strategic Plan prepared by the Strategic Plan Sub-Committee was to assist the HAC to remain focused and working on the positives. The HAC agreed to allocate people to be responsible for overseeing each of the issues/areas of the plan.

Strategic Plan - it was agreed that the Strategic Plan Sub-Committee continue to oversee this area.

Communication (encourage best practice heritage conservation) - Alan Aldrich volunteered to oversee this area.

It was discussed that the brochures were being printed and that these could be launched by the Mayor or Councillor Finch. It should also be positively published that Council has made funds available to slab structures.

With regards to assisting HCC staff to provide information to the community on where to obtain advice, funding, skilled tradespersons and materials etc. it was considered that expressions of interest could be sought for inclusion on a list of people for HCC staff to provide to those making relevant inquiries. The list could include who they are and examples of heritage work they had been involved in.

ORDINARY MEETING

Reports of Committees

Communication (hold two major promotional events each year) - Michelle Nichols volunteered to oversee this area.

Communication (presentations to stakeholder groups) - Max Hatherley volunteered to oversee this area.

It was suggested that a presentation could be made to owners of heritage items prior to the submission date for assistance funding. Ian Jack suggested that there needed to be increased public awareness of what is heritage in order to help people understand.

Heritage Grants Scheme - It was suggested that Councillor Finch could oversee this area.

It was discussed that there should be a special meeting for considering the applications. Prior to this a field trip should be available for those HAC members who wished to visit the sites. A slide show similar to last year should also be prepared. No late entries should be considered.

Slab Structures - Jan Barkly-Jack had previously volunteered for overseeing this area.

Cemeteries - Michelle Nichols volunteered to oversee this area. Dennis Bradshaw volunteered to assist.

It was agreed that an additional process, to support Council to introduce and implement plans of management of cemeteries, be added to this issue. The fact that Chris Daley (Director of Asset Services and Recreation) was seeking a legal opinion on Council's role and responsibility in the restoration of graves and head stones in Council-managed cemeteries was also discussed.

Aboriginal Heritage - Lucy Sullivan volunteered to oversee this area. Max Hatherley volunteered to arrange for a presentation to the HAC on Aboriginal heritage.

Heritage Week - Robert Montgomery suggested that Council could oversee this area.

The good job Fiona Mann had done for the last Heritage Week was discussed.

Planning Instruments - Ian Jack volunteered to oversee this area.

It was agreed to include an additional area into the Strategic Plan that would enable the HAC members to be more informed about applications being considered by Council which involved heritage items. Robert Montgomery advised that a list of those applications received and determined by HCC which involved a heritage item could be regularly reported to HAC meetings.

It was agreed that the Strategic Plan would be updated with the information discussed and considered for adoption at the next meeting.

4.2 *Review guidelines for Heritage Assistance Funding*

The HAC agreed that the information sent out and made available for the 2002/2003 grants be amended prior to beginning the 2003/2004 process. The amendments were:

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- Deletion of the word 'listed' from the covering advice letter with regards to heritage items. It was also agreed that this letter be available to those making general enquiries about assistance funding.
- That it clearly state that preference will be given to owner occupiers.
- That 'the degree to which the applicant is financially contributing to the project' be deleted from the list of assessment criteria.

The committee discussed the limitations on funding available for assistance funding. The history of funding for the scheme was discussed along with the difficulties the LGA suffers as a result of being considered a metropolitan area when it contains such a large area of rural properties. The HAC resolved that:

It formally invite a representative of the NSW Heritage Office to address the Committee on avenues for funding.

Robert Montgomery agreed to pursue this.

4.3 Funding Cemeteries

The additional written response from Sean Perry (Manager Parks and Recreation) was discussed. Consideration was given to requesting further additional information on the breakdown of items of expenditure etc. It was agreed that this was not required. Louise requested that Sean Perry be thanked for the responses given.

4.4 Inalls Lane

Robert Montgomery advised that unfortunately he was unable to provide an update at this time. He advised the Committee that he would address this issue at the next meeting.

4.5 Heritage Study

Robert Montgomery advised that collation of images for the thematic history was nearing completion, the consultant team will then check the document and Council will then produce the document. Following this there will be a launch of the History, Context Document and Findings of Stage 1 & 2 (Pitt Town and Wilberforce). Robert also advised that consultants have been engaged to proceed with Stage 3 - Windsor.

4.6 La Tosca

Robert Montgomery advised that he was waiting for a proposal to be prepared for the site. He expected that this would involve work to the existing dwelling and also a building elsewhere on the property thereby taking advantage of the Heritage Incentive Clauses of the Hawkesbury Local Environmental Plan.

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4.7 *Richmond Archaeological Zoning Plan*

Robert Montgomery advised that the plan was being applied and that it would be brought into the Development Control Plan for Richmond.

5. **General Business**

5.1 *Regional Museum*

In response to a question by Ian Jack, it was reported that the application for the Regional Museum at Baker Street, Windsor had been approved.

5.2 *Pitt Town*

The committee discussed that Council had set up a steering committee for Pitt Town. It had also been acknowledged that the impact development in the investigation area would have on the surrounding areas was being considered.

5.3 *Metro Pride Award*

Robert Montgomery tabled the Metro Pride Award for Best Heritage Management by a Metro Council award given to Hawkesbury City Council. He commented that it was wonderful recognition.

The committee was advised that Matthew Taylor CEO of Keep Australia Beautiful would attend a morning tea on Thursday, 18 September to re-present the award. The committee members were invited to attend.

5.4 *Renaming of Windsor Road*

The HAC resolved to:

Urge Council to oppose the renaming of Windsor Road to Hawkesbury Valley Way.

6. **Next Meeting**

The next meeting will be held on 9 October 2003 at 5.30pm.

Meeting closed at 7:45pm.

oooO END OF REPORT Oooo

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Hawkesbury Agricultural Retention Through Diversification and Clustering Meeting held on 2 October 2003 at Council's Committee Room, Hawkesbury City Council

Meeting Commenced at 9.30am

Present:	Mr Geoff Banting	Chairperson Hawkesbury City Council
	Mr David Tuxford	HEDAC/Hawkesbury City Council
	Mr Martin Bullock	(GWSED Board)
	Mr John McGuire	(Hawkesbury Harvest Inc.)

Apologies:	Councillor Christine Paine	Hawkesbury City Council
	Ms Louise Saarinen	Bilpin Farmers Group
	Mr David Mason	NSW Agriculture
	Ms Sue Ellen Manyweathers	DOTARS
	Ms Narelle Wheatland	Grow Employment Council
	Professor Mick Wilson	UWS Hawkesbury

Also Present: Ms Jennifer Moxon

Confirmation of Minutes

Quorum for holding the meeting.

There are currently 10 voting members of the Hawkesbury Agricultural Retention through Diversification and Clustering Project Committee. As such, five voting members need to attend the meeting for recommendations to be ratified. Unfortunately, only four voting members attended this meeting, therefore, all agenda items have been received by the attending members and will be carried over to the next HARTDaC meeting for the recommendations to be ratified.

1. Results of HARTDaC Public Meeting held on Wednesday 10 September 2003 at the UWS Hawkesbury Campus

The public meeting held at the UWS Hawkesbury Campus on 10 September 2003 to discuss the HARTDaC Project was extremely successful with over 75 people attending. Councillor (Dr) Rex Stubbs, Mayor, Hawkesbury City Council and Councillor Lorna Allan, Chairperson HEDAC were also in attendance at the public meeting. The presenters at the meeting included representatives from the UWS as well as Mr Adam Hood, Mr Stephen Cook and Mr Austin Brown from Agriculture Victoria Services Pty Ltd. A presentation was conducted for all who attended with a period at the end of the meeting devoted to a Question/Answer scenario. A number of issues were raised which were answered on the night. Following the meeting, a letter was sent to all who had attended thanking them for taking the time to attend and inviting them to be a part of the HARTDaC Project through the "Expressions of Interest" process.

Recommendation:

That:

1. The information be received.

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2. Mr Tuxford be thanked for his efforts acting as MC for the public meeting.

Moved by Mr John McGuire, Seconded by Mr Martin Bullock.

2. Results of Expression of Interest for the HARTDaC Project

As part of the HARTDaC Project, 20 farmers/land owners will be selected from the Expressions of Interest received to be a part of the project and work with Agriculture Victoria Services and UWS Hawkesbury. Unfortunately only 11 responses had been received to date and it was recommended that the closing date of 26 September be extended to 31 October 2003, allowing more time to attract another 9 farmers/land owners.

Department of Transport and Regional Services (DoTaRS) have confirmed that the extension is allowable under the terms of the contract.

It is also recommended that the farmers who are selected be invited to a further meeting, with Agriculture Victoria Services inviting a farmer from a previous (like) project which they have been involved in, to explain to the HARTDaC farmers/land owners the benefits of being involved and what they will achieve from the project. The farm plan, which will be supplied to the farmers/land owners as part of the project outcome, will also be further explained.

Recommendation:

That

1. Agriculture Victoria Services be informed that a farmer/land owner from a previous project which they have been involved in, be invited to a future meeting involving the selected farmers/land owners for the HARTDaC Project, to explain the benefits and the rewards that may be available for being part of this project.
2. The farm plans be further explained to the farmers/land owners, clarifying what they will actually receive.

Moved by Mr Martin Bullock, Seconded by John McGuire.

3. General Business

1. A Map is to be provided to all committee members highlighting where the farmers/land owners who have so far elected to be part of the HARTDaC Project are situated.
2. Committee members are urged to promote the HARTDaC Project to farming groups ensuring the 20 farmers/land owners needed for the project are achieved.
3. Trust must be built up between the HARTDaC Steering Committee and the farmers/land owners to ensure that the committee is seen to be serious in working towards retaining agriculture as a key industry within the Hawkesbury region.

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Next Meeting

The next HARTDaC meeting will be held on Thursday 6 November 2003.

Meeting Closed 11am.

oooO END OF REPORT Oooo

ORDINARY MEETING

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Museum Advisory Committee - 15 October 2003

Committee Meeting commenced at 10.30am at Hawkesbury City Council

Present:	Councillor Christine Paine	Hawkesbury City Council
	Professor Ian Jack	Hawkesbury Historical Society
	Carol Carruthers	Hawkesbury Historical Society
	Warren Leroy	Pont Williams & Leroy Architects
	Robert Pont	Pont Williams & Leroy Architects
	Alannah Norman	Manager Policy & Corporate Communications HCC
	Chris Daley	Director Asset Services & Recreation HCC
	John Menken	Acting Manager Building Services

Apologies: Alan Aldrich
Jan Barkley-Jack
John Munns
Hugh Williams
NSW Ministry for the Arts representative

1. Previous Minutes

Minutes of the meeting of 10 September 2003 were adopted (moved Cllr Paine, seconded Carol).

2. Business Arising

2.1 *Parking*

Report went to Council regarding parking in Windsor. It was resolved to leave in abeyance until the Holland's Paddock matter is determined.

2.2 *Heritage Council conditions*

Copy to be forwarded to Carol for information.

3. Development Application Update & Building Matters

Architects are progressing documentation on the building based on the approval to enable tenders to be called. NSW Heritage Office issues are being addressed and a meeting has been scheduled with the office on 3 November by the architect to present solutions to conditions listed. Section 60 application will then be submitted. Matter scheduled to go to the 3 December meeting of the Heritage Council. Architects to request earlier consideration (5 November) if possible.

4. Program for Construction

Timeframe may be put back one month depending on Heritage Council consideration of matter.

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Anticipated start date for construction is May 2004 (based on 13 April consideration of tenders).

5. Heritage Council Conditions

Alannah to investigate funding of Item 11 and Item 12 in conditions (Macquarie Wall articulation and wall on Baker Street) from Heritage Grant programs.

6. Management and Operations

Outstanding: Memorandum of Understanding to be drafted based on comments from committee members received.

7. Howe's House Curatorial Concepts & Access

Confirmed no other items to be raised regarding the proposal presented by ARDA. Alannah advised that grant programs, which may be able to assist with funding a virtual tour of the first floor of Howe's House are currently being identified. Disabled access in Thompson Square has been forwarded to the Heritage Council for consideration.

8. Tourism Hawkesbury

Outstanding: Involvement of Tourism Hawkesbury staff to be finalised and clarification of volunteer / tourism staff roles to be identified. Alannah to arrange a meeting and clarify any budget implications.

9. Budget Issues & Building Finishes

Exclusions regarding the budget include the sewer relocation and works on Howe's house. Alannah to investigate grant opportunities for Howe's House Conservation Management Plan works. Items regarding rear of Howe's House will be costed separately in the tender documents. It was reported that announcements regarding Ministry for the Arts 2004 funding were expected in the next four to six weeks (request for \$150,000 (one hundred and fifty thousand dollars) education / theatre currently being considered).

10. Promotion

Outstanding: Perspective drawings are to be prepared by architects by the New Year or before to enable understanding of building look and finishes and to be used in promotion material.

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11. Exhibition Design Update

ARDA advised that they aim to produce a detailed curatorial document by 20 November 2003, which will include and expansion of themes, indicative text, objects list, A/V proposals and indications of equipment required for deployment. Pending approval from the Museum Advisory Committee, completed text and graphics ready for design will be provided by 30 January 2004.

12. Next Meeting

Next Meeting will be held on Wednesday, 19 November 2003 at 10.15am in Council Committee Rooms.

oooO END OF REPORT Oooo

ORDINARY MEETING

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Hawkesbury Economic Development Advisory Committee - 16 October 2003

Present: Councillor Lorna Allan, Chairperson
Mr David Mason
Mr Brian Mitchell
Ms Carol Maher
Mr David Tuxford
Mr Barry Crockford
Mr Bart Bassett
Councillor Kevin Conolly
Wing Commander Wayne Knight
Mr Robert Calvert
Mr Peter Blanchard

Also Present: Mr Geoff Banting
Mr Graeme Faulkner
Mr John Gordon

Apologies: Councillor Joan Woods
Professor Mick Wilson

Councillor Kevin Conolly left the meeting at 9.00am.

The recommendations from the meeting held on 21 August 2003 were ratified and the minutes were moved subject to an addition to the recommendation under the Regional Structure Planning Process - Northwest Sector which should read "Planning NSW be requested to make a presentation to Council on the Regional Structure Planning Process for the Northwest Sector. All HEDAC Members are also to be invited to attend."

Minutes from 5 July 2003 confirmed.

Moved Mr Brian Mitchell, seconded Mr Bart Bassett.

Correspondence

1. E-mail received from Mr Alan Eagle, Hawkesbury Harvest Incorporated regarding the upgrading of the current website.
2. A letter from Narelle Wheatland, Grow Employment Council, regarding information requested on the Small Business Incubator Program.
3. Letter from Wing Commander Wayne Knight, Base Commander Richmond RAAF Base regarding the RAAF Base Richmond Re-investment Project.
4. Northwest Infrastructure Taskforce regarding the public submission interim report on Sustainable Transport in New South Wales. A copy of the public submission will be made available to all HEDAC members for their information.

Recommendation:

That the correspondence be received.

Moved by Mr Bart Bassett, seconded by Mr David Mason.

1. RAAF Base Richmond Re-investment Project

Mr John Gordon, Project Manager for the re-investment project proposed for the RAAF Base Richmond site was invited to address the committee on the opportunity for the local business sector to be involved in the tender process relating to the Richmond RAAF Base Re-investment Project.

Mr Gordon explained that an expediency motion was being tabled in Parliament on 16 October 2003 for the purpose of approving the \$35 million re-investment project. If the project is approved, it will commence in early 2004 and will take up to 18 months to 2 years to complete.

Mr Gordon stated that very little capital expenditure had occurred at the RAAF Base in recent times because of the uncertainty of the Base's future. This project is designed to address the lack of funds being spent on the site as well as reaffirming the Federal Governments position that the base will remain until at least 2010.

The \$35 million to be spent on the base includes all costs such as demolition, construction, fit out etc.

It is proposed that a public meeting be held advising local businesses of the opportunities which may be available through the tender process for work associated with the project. The project may have a number of packages of work available amounting to approximately \$4 million for which local tenders might directly be canvassed. It is expected that the packages would best suit local businesses. The proposed date for the public meeting is Thursday 13 November 2003, commencing at 7.00pm. The Project Director, Lieutenant Colonel Doug Mitchell, would also be available to attend the meeting to explain publicly the tender process and give advice on what is expected for Defence contracts. It would also allow respective companies the opportunity to ask relevant questions of the Defence representatives and learn about the packages of work available.

Mr Gordon has said that he would be looking to Council to supply a suitable venue, as well as some printed literature and administrative support for the meeting. The public meeting would be advertised in the local Hawkesbury Gazette as well as The Australian newspaper.

Concern was raised by some HEDAC members that many local businesses would miss out on the tender process because of the paperwork involved and that it would be more beneficial to have local businesses form partnerships and tender for the proposed work as a group rather than individually. It was suggested that after the public meeting, a further meeting would be convened by the Hawkesbury City Chamber of Commerce and Industries advising local contractors of the opportunities available and what they would need to do with regards to tendering for works associated with the Richmond RAAF Base Re-investment Project.

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Recommendation:

That:

1. HEDAC support the public meeting for local businesses to be held on 13 November 2003 for the purpose of explaining the opportunities which may be available through the re-investment project as well as allowing the opportunity to ask relevant questions of the Defence representatives and learn more about the packages available.
2. A report be prepared for the next General Purpose Committee meeting for Council suggesting a suitable venue for holding the public meeting as well as Council providing administrative support for the public meeting through the printing of literature made available through the Department of Defence.

Moved by Mr Bart Bassett and seconded by Mr Robert Calvert.

2. Marketing Update

A report was presented to the committee regarding the University of Western Sydney submitting a quotation on the cost of carrying out the formation of the policy associated with the development of the marketing plan. Ms Silvia Huntington from the UWS has been asked to submit a quotation and will be invited to a sub committee meeting to put forward a marketing proposal to HEDAC. Councils Director of Community and Corporate Services also provided a presentation to the committee on what could be achieved through Councils current software programs which it has available to produce a CD-rom which could be used at trade shows and other promotional events. The presentation was very well received and highlighted the uniqueness of the Hawkesbury region. Further work will be carried out on the promotional CD-rom and will be incorporated in the marketing strategy.

Recommendation:

That a sub committee be nominated that will focus specifically on the development of a marketing plan. The nominated HEDAC members are Mr Brian Mitchell, Mr Barry Crockford, Ms Carol Maher and Mr David Tuxford.

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

3. 2003 Hawkesbury Business Awards

A report was presented to HEDAC regarding the 2003 Hawkesbury Business Awards which were held at Panthers North Richmond Club on Wednesday 8 October 2003. A number of local businesses were recognised for their high level of service and innovation.

The awards highlighted the work of the small business community in the Hawkesbury and assisted in demonstrating the importance of this sector to local employment and economic vitality.

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The business awards were again very well supported with a full auditorium of local businesses attending. The organisers of the event, President Productions, said that they had to turn away over 200 people, because of the limited space available. This further highlights the interest from the Small Business community towards the annual business awards.

Recommendation:

That a letter be sent from the Hawkesbury Economic Development Advisory Committee congratulating the winners of the relevant awards on their achievements.

Moved by Mr Robert Calvert, seconded by Mr David Mason.

4. Greater Western Sydney Ambassador Program - Agri Business Investment Tour

A report was presented to HEDAC regarding the Greater Western Sydney Ambassador Program - Agri Business Investment Tour held on Thursday 20 September 2003.

The tour highlighted the many investment opportunities available in the Hawkesbury region, specifically related to the agricultural industry, with representatives from venture capitals, banks, international consulates, export organisations and various food distributors being a part of the contingent who experienced the tour.

The Agri Business Investment Tour was a huge success and will further increase the interest for business investment within the Hawkesbury region.

Hawkesbury Harvest was a major contributor to the event and it is recommended that they be thanked for their contribution towards this event.

Recommendation:

That:

1. The information be received.
2. A letter be sent to Hawkesbury Harvest thanking them for their contribution to the Agri Business Investment tour.

Moved by Mr Brian Mitchell, seconded by Ms Carol Maher.

General Business

1. The matter was raised regarding the advertising of road closures occurring in the Hawkesbury region in line with what occurs extensively in the Illawarra region. It was thought that many of the road closures which occur in the Hawkesbury region, are not advertised to the community and many people are left inconvenienced by the closures. The matter will be further discussed with Councils Director of Asset Services and Recreation to

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ensure that an approach is made to the RTA asking that all road closures which occur are advertised accordingly.

2. Due to the large area of the Hawkesbury LGA being classified as National park, it was thought that an environmental representative should be included on the committee of HEDAC. The Chairperson advised that the make up of HEDAC would be revisited next March when the new committee would be appointed.
3. A report has been requested from Professor Mick Wilson regarding the effect the recent announcement of Macquarie University having a presence at the new Rouse Hill Development may have on the future of the UWS Hawkesbury Campus.
4. Hawkesbury Harvest advise that they will be involved in a Fresh Local Produce Market within the Rouse Hill regional complex which will provide many opportunities for local farmers to market directly to the public and to add value and further promote the Hawkesbury brand and the regions fresh produce to a wide market.
5. Hawkesbury Harvest advise that they will be conducting a meeting on 21 November 2003 discussing how it will continue to meet its objectives. The meeting will utilise funding supplied by the Greater Western Sydney Economic Development Board.
6. A report has been requested for the next HEDAC meeting to discuss what is involved regarding the setting up of a Small Business Incubator.
7. A request for a report regarding the Hawkesbury Home Base Business Connection Project and the Hawkesbury City Chamber of Commerce and Industries continuing to operate the Home Base Business Connection through its operations at Richmond.
8. Approaches from a business within the Windsor CBD regarding a substantial decrease in its gross income over the last 12 months. A question was asked of what HEDAC can do towards trying to alleviate this problem.

Next Meeting

The Hawkesbury Economic Development Advisory Committee meeting will be held on Thursday 20 November 2003 commencing at 8am.

Meeting closed at 10.20am.

oooO END OF REPORT Oooo

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Local Traffic Committee - 24 October 2003

Present:	Councillor P Davies (Chairman)	
	Mr P Coard	Office of Mr S Pringle, MP
	Mr J Christie	Office of Mr A Shearan, MP
Apologies:	Mrs L van Putten	Roads & Traffic Authority
	Mr R Elson	Department of Transport
	Sen Constable L Todd	NSW Police Service
Also Present:	Mr C Amit	Manager Design & Mapping Services
	Mr T Shepherd	Administration Officer, Asset Services & Recreation

1. Minutes

Minutes of the meeting held on 12 September 2003 were confirmed.

2. Correspondence

2.1 Curtis Road/Mulgrave Road, Mulgrave - B-Double route - (39192 & 79125 & 3031 & 3028)

Introduction

Applications have been received from the following companies seeking approval to operate B-Doubles on Curtis Road and Mulgrave Road from Windsor Road to Railway Road North, Mulgrave:

- 1 Elf Farm Supplies Pty Ltd, 108, Mulgrave Road, Mulgrave
- 2 N Moit and Sons Pty Ltd, 6/36, Curtis Road, Mulgrave
- 3 Premier Stockfeeds Australia Pty Ltd, 101, Curtis Road, Mulgrave
- 4 B R Durham and Son Pty Ltd, 103, Curtis Road, Mulgrave

Discussion

The intersection of Windsor Road and Curtis Road is an unsignalised intersection. Traffic signals exist at the intersection of Windsor Road and Mulgrave Road.

The stipulated route has been assessed as complying with "Route Assessment Guidelines for Restricted Access Vehicles (May 2002)" issued by the Roads and Traffic Authority, with the following restrictions:

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- 1 B-Doubles can be allowed to operate in a westerly direction only on Curtis Road from Windsor Road to Mulgrave Road due to turning movement restrictions at the intersection of Curtis Road and Windsor Road.
- 2 B-Doubles can be allowed to operate in both directions on Mulgrave Road from Windsor Road to Railway Road North and should be restricted from making a left turn from Windsor Road to Mulgrave Road to avoid encroaching into the path of opposing traffic. (This includes No left turn from Mulgrave Road into Curtis Road).
- 3 B-Doubles should be restricted from making a left turn from Curtis Road to Mulgrave Road to avoid encroaching into the path of opposing traffic.

Recommendation

That the application to operate 25 metre long B-Doubles on Mulgrave Road and Curtis Road can be supported with the following restrictions:

- 1 B- Doubles be allowed to operate in a westerly direction only on Curtis Road from Windsor Road to Mulgrave Road.
- 2 B-Doubles be allowed to operate in both directions on Mulgrave Road from Windsor Road to Railway Road North and be restricted from making both a left turn from Windsor Road to Mulgrave Road. This includes No left turn from Mulgrave Road into Curtis Road
- 3 B-Doubles be restricted from making a left turn from Curtis Road to Mulgrave Road.

2.2 Traffic Investigation for Windsor Presbyterian Preschool Kindergarten - (3289) [Annexure 1]

Introduction

Representation has been received from Ms Christine Fitzsimmons of Windsor Presbyterian Pre-school Kindergarten requesting that consideration be given to marking a disabled parking space in the adjacent laneway to enable close access for disabled children to the Pre-school. This Pre-school is situated at 46 Drummond Street with access from the adjacent laneway between Macquarie and Mileham Streets. She has also requested that consideration be given to the possibility of converting this laneway to a one-way traffic flow road to minimise traffic hazards.

Discussion

The subject laneway is a local road and the carriageway width is 4.6m. The horizontal alignment of the laneway is straight. See sketch plan Annexure 1.

It appears that during the opening and closing time of the Pre-school, there is traffic congestion along the laneway. This is attributed to vehicles parking on both sides of the laneway.

Approximately 14 (fourteen) disabled children out of a total of 100 (one hundred) children attend the Pre-school.

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Installing two "No Stopping" signs along the boundary of the kindergarten as shown on the attached plan, will prevent parking of vehicles on south-eastern side of the laneway. This has the endorsement of the Pre-school.

The minimum width required for an on street disable parking space is 3.2m. The remaining 1.4m width in the laneway is inadequate for the safe passage of vehicles. In addition, the existing 0.9m wide footpath is inadequate to provide a kerb ramp and a landing for the safe exit of disabled people. Therefore, it would be inappropriate to install a disabled parking space in this laneway.

There are 4 (four) parking spaces in the kindergarten premises. One of these spaces can be modified by the kindergarten staff to meet the required standards for use as a disabled parking space.

The laneway is currently used as a two-way road. Alteration to a one-way traffic flow road will cause inconvenience for the other residents. The other laneways in this area, with similar widths allow for two-way traffic. Therefore, it is inappropriate to restrict the traffic flow for one direction.

Recommendation

That:

1. No Stopping zones be installed in the laneway both on the eastern side for a distance of 51 metres and on the western side for a distance of 10 metres, north of Drummond Street.
2. No Stopping zones along the northern side of Drummond Street for a distance of 10 metres either side of the laneway.
3. The existing faded "No Standing" sign be removed from the laneway.
4. The Windsor Presbyterian Pre-school Kindergarten be requested to consider installing a disabled parking space in their premises by altering the staff car park.

2.3 Charles Street, North Richmond - Request for a Pedestrian Crossing - North Richmond Out of School Hours Fun Factory (82119)

Introduction

Representation has been received from North Richmond Out of School Hours Fun Factory at 30 Elizabeth Street, North Richmond raising concerns in relation to the difficulty in crossing Charles Street at the intersection with Elizabeth Street with a group of children while walking towards North Richmond Public School. They have requested that consideration be given for the installation of a pedestrian crossing at this location to improve the safety of the school children.

Discussion

Charles Street and Elizabeth Street are local roads in North Richmond. The current regulatory speed limit of these two roads is 50 kph. Traffic volumes of 1220 ADT on Charles Street in 1997 and 755 ADT on Elizabeth Street in 2001 were recorded near this intersection. An 85th percentile speed of

56 kph was recorded on both of these roads. The carriageway width of Charles Street between the kerbs is 8.0 metres. The RTA Accident Database indicates two minor accidents involving collisions between vehicles and no accidents involving pedestrians at this intersection from the period January 1998 to December 2002. Peak hour traffic volumes of 174 and corresponding hourly pedestrian volumes of 29 were recorded on Charles Street at this intersection.

A primary guideline used to assist in determining the need for the installation of a pedestrian crossing is set out in AS1742.10-1990 under clause 6.2.2. The above traffic count details indicate that the conditions that would justify the installation of a pedestrian crossing at this location are not being met.

Recommendation

No action be taken.

2.4 Parking restrictions - Old Bells Line of Road, Kurrajong - Kurrajong Rural Fire Service - (73591)

[Annexure 2]

Introduction

Representations have been received from Kurrajong Rural Fire Station regarding the installation of parking restriction signs on the western side of Old Bells Line of Road at the intersection with Grose Vale Road. It is stated that fire trucks and water carters cannot access the Hydrant due to parked vehicles. It is requested that consideration be given to imposing parking restrictions at this location with the exemption for fire trucks and water carters.

Discussion

Grose Vale Road is a regional road and the western arm of Old Bells Line of Road between Grose Vale Road and McMahons Park Road is a local road. The horizontal alignment and the carriageway widths of these roads are shown on the attached plan. Current regulatory speed limit near the intersection of Old Bells Line of Road and Grose Vale Road is 40 kph.

When vehicles are parked on the western side of the curve on Old Bells Line of Road near the driveway to Kurrajong Rural Fire Station (see sketch plan Annexure 2), fire trucks and water carters cannot access the Hydrant. Therefore, it would be appropriate to introduce a "No Parking - Fire Trucks and Water Carters Excepted" zone for a length of 13 metres in a southerly direction from the Fire Station driveway. There are ample parking spaces available on Old Bells Line of Road for people utilising the park near the Fire Station.

In addition, if vehicles are parked on the sections of Old Bells Line of Road with 4.5 metre wide travelling lanes, the remaining carriageway width is inadequate for safe traffic movements. Therefore, it would be appropriate to introduce "No Stopping" zones extending over a length of 33 metres on the northern side and 30 metres on the southern side around the corners at the intersection of Old Bells Line of Road and Grose Vale Road. Refer to the attached plan for the location and limits of the zone.

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Recommendation

That four "No Stopping" signs in Old Bells Line of Road, one "No Stopping" sign in Grose Vale Road and two "No Parking - Fire Trucks and Water Carters Excepted" signs in Old Bells Line of Road be installed at the locations shown on the attached plan at the intersection of Old Bells Line of Road and Grose Vale Road.

2.5 Wolseley Road/Oakville Road, Oakville - Speeding - G Mares (13293)

[Annexure 3]

Introduction

Representation has been received from Mr Gary D Mares of 141 Wolseley Road, Oakville raising concerns in relation to speeding of vehicles on Wolseley Road/Oakville Road, Oakville near the intersection with Old Stock Route Road. He claims that the vehicles travelling along Oakville Road into Wolseley Road are failing to negotiate this curve at appropriate speed and have resulted in, these vehicles leaving the road and onto adjacent property fences. He has also requested that consideration be given for the installation of two road humps in the vicinity of Arndell Anglican College.

Discussion

Wolseley Road and Oakville Road are distributor roads. The current regulatory speed limit on these two roads is 60 kph. The section of Wolseley Road in the vicinity of Arndell Anglican College is regulated by a School Zone which has a speed limit of 40 kph on school days for the times of 8.00am-9.30am and 2.30pm-4.00pm. The current regulatory speed limit on Old Stock Route Road is 80 kph. The intersection of Wolseley Road/Oakville Road and Old Stock Route Road is a crossroad governed by "Give Way" signage on Old Stock Route Road. The horizontal alignment of Wolseley Road/Oakville Road consists of a substandard circular curve at this intersection. The vertical alignment consists of a vertical curve with moderate slope adjacent to the intersection.

The RTA Accident Database indicates three minor accidents and one injury accident at the intersection of Wolseley Road and Old Stock Route Road and one minor accident and one injury accident on a 200 metre long section of Wolseley Road from this intersection during the period of January 1998 to December 2002. The following traffic counts were recorded near this intersection in 2003:

Road	Section	ADT	85th percentile speed (kph)
Wolseley Rd	between Old Stock Route Rd & Clare Cr	3174	70
Oakville Rd	between Old Stock Route Rd & Smith Rd	2565	69
Old Stock Route Rd	between Wolseley Rd & Currie Rd	803	79
Old Stock Route Rd	between Wolseley Rd & Goods Rd	486	74

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It would be inappropriate to install road humps on Wolseley Road in the vicinity of the school considering the rural aspect of the road, as well as the open shoulder area which will not restrict vehicles going around the road humps to avoid them. The provision of a roundabout at this intersection was investigated to control the speed of vehicles and to improve traffic safety, but this is not feasible due to the high cost of construction and the availability of funds. The estimated cost for this construction work is in excess of \$250,000.

It would be appropriate to adopt the following treatments as shown on the attached plan to improve traffic safety and to reduce the vehicular speed on the curve in Wolseley Road/Oakville Road at this intersection:

- a) Widening the existing pavement to provide 0.5 metre wide sealed shoulder outside the edge line on both sides of the road.
- b) Marking Barrier Lines and Edge Lines and installing Retro Reflective Pavement Markers (refer to the attached plan).
- c) Install two "Curve" signs (W1-3A) and "35 kph" advisory speed signs (W8-2A).
- d) Install "Chevron Alignment Markers" (D4-6B) at 12 metre intervals to warn both travelling directions.

Recommendation

That the following treatments be adopted on the curve in Wolseley Road/Oakville Road at the intersection with Old Stock Route Road (see sketch plan Annexure 3 for the location and limit of works):

- a) The existing pavement be widened to provide 0.5 metre wide sealed shoulder outside the edge line on both sides of the road.
- b) Barrier Lines and Edge Lines be marked and Retro Reflective Pavement Markers be installed.
- c) Two "Curve" signs (W1-3A) and "35 kph" advisory speed signs (W8-2A) be installed.
- d) "Chevron Alignment Markers" (D4-6B) be installed at 12 metre intervals to warn both travelling directions at the four locations shown.
- e) The two existing "Chevron Alignment Markers" which are smaller than the standard size be removed.

3. Reports

3.1 Bells Lane, Kurmond - Speed Review, Roads & Traffic Authority/A McCotter - (74282 & 14602)

Following consideration of representations by A McCotter regarding traffic conditions on Bells

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Lane, Kurmond and Recommendation by the Local Traffic Committee, Council, at its meeting held on 13 May 2003, resolved, in part, that the Roads & Traffic Authority be requested to give consideration to installing a 50 kph regulatory speed limit sign on Bells Lane near the intersection with Bells Line of Road.

Report

By correspondence dated 15 September 2003, the Roads & Traffic Authority has advised:

"From 1st of November 2003, 50 km/h speed limit will replace the current 60 km/h basic urban speed limit across the State. This change will mean that drivers must assume all suburban roads will have a speed limit of 50 km/h, unless otherwise signposted.

Under the circumstances, the Authority has decided not to install any further 50 km/h speed signs as the general urban speed limit applies."

Recommendation

That the information be received.

- 3.2 Lot 2, DP630616, Macquarie Street, South Windsor DA0382/02 - BP Convenience Store and Fuel Dispensing Facility - HCHP Architects P/L (76564) [Annexures 4 & 5]

Mr M Logan representing the applicant joined the meeting at this stage.

The report and Recommendation from the Local Traffic Committee meeting dated 21 March 2003, relating to this site is provided:

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

Recommendation

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

- "1 Left in/left out vehicle movements;*
- 2 The application complying with all Road and Traffic Authority requirements."*

Correspondence from the applicant dated 8 July 2003 has been received, requesting that further consideration be given to permitting right turn from Macquarie Street into the site (Annexure 4 -

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copy of correspondence is attached). This has not been supported with any new information or amendment to the previous plans submitted.

The RTA has forwarded correspondence dated 16 September 2003, relating to discussions they have undertaken with the applicant and in particular right turn access to the site (Annexure 5 - copy of correspondence 16 September 2003 and 2 May 2003 is attached).

The RTA has reviewed its initial comment contained in the correspondence dated 2 May 2003 and now supports the right turn manoeuvres into the site.

Matters which have not been taken into consideration are the overall aspect of traffic movement at and adjacent to the site including and not limited to the adjacent land which has commercial usage rights (Lot 1, DP630616) and the George Street intersection.

Extensive discussion between Mr Logan, members of the Committee and Mr C Amit ensued regarding the impact of queued north-bound right turn traffic into the development on the intersection of George Street and Macquarie Street. These concerns essentially distilled to:

- a) adequate sight distance north along Macquarie Street by vehicles exiting from George Street southbound on Macquarie Street through/around any right turn traffic queued in the holding bay;
- b) vehicles exiting the development and attempting to undertake a right turn manoeuvre into George Street.

Recommendation

Whilst adhering to its previous resolution regarding left in/left out turning manoeuvres but also recognising the applicant's position, concern is still held regarding provision of a right turn manoeuvre northbound into the development, and the Roads & Traffic Authority be requested to analyse and make recommendation relating to the impact of the development on the State Road network and to include, but not be limited to, in its consideration of the adjacent land which has commercial usage rights (Lot 1, DP630616) and the George Street intersection directly opposite the proposed development site.

3.3 Andrew Thompson Drive, McGraths Hill - Traffic Calming - NSW Police Service & LTC (81083 & 80245)

[Annexure 6]

Introduction

The Local Traffic Committee, at its meeting held on 12 November, 2002 resolved that the provision of a slow point device on Andrew Thompson Drive, McGraths Hill be investigated to control the vehicular speed.

Discussion

Andrew Thompson Drive is a local road in McGraths Hill. It intersects with eight other local roads

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Balmain Road, Red House Crescent, Meares Road, Grono Place, Griffiths Avenue, Books Crescent, Smallwood Road and Roberts Place. The width of the carriageway between the kerbs is 12.7 metres. The current regulatory speed limit is 50 kph. The horizontal alignment consists of straight sections and well developed circular curves. Andrew Thompson Drive is approximately 1km long. The wider appearance and the straight alignment (in some sections) of the road, has tended to promote excessive vehicular speeds. Traffic control on this road currently includes barrier line marking along the full length of the road and two Watts Profile road humps. See sketch plan Annexure 6.

The straight section of Andrew Thompson Drive between the northern and southern ends of Red House Crescent is approximately 400 metres long. Traffic volumes of 1300 and an 85th percentile speed of 64 kph were recorded on this section of Andrew Thompson Drive in December 2000. The 85th percentile speed is 14 kph higher than the current regulatory speed limit.

The closely spaced existing driveways and the requirements for turning manoeuvres do not permit the installation of a slow point device at a suitable location in the straight section of Andrew Thompson Drive. The 85th percentile speed values recorded at three locations in the vicinity of the two existing road humps (near the western and eastern end of Books Crescent) are 44, 45 and 47 kph. At the same location, 85th percentile speed recorded prior to the installation of these road humps was 60 kph. This reveals that these existing road humps have reduced the vehicular speed to an acceptable level without causing any negative impact or loss of parking. Therefore, as part of a Local Area Traffic Management Plan, it would be appropriate to construct two further Watts Profile speed humps within the straight section of the road to control the speed of vehicles. In addition, line marking to establish 3.0 metre wide parking lanes on both sides along the full length of the road, will create a perception of a narrow travelling lane for motorists.

It is not feasible to construct small roundabouts at the intersections with other local roads along Andrew Thompson Drive to control the speed of vehicles due to the construction cost of these devices and the manoeuvring restrictions from the existing driveways.

Recommendation

- 1 That two Watts Profile road humps be installed, one centrally located between the driveways to house no: 16 and no: 18 and the other centrally located between the driveways to house no: 37 and no: 39.
- 2 That separation lines be marked to establish 3.0 metre wide parking lanes on both sides along the full length of Andrew Thompson Drive.

3.4 No Stopping - Golden Valley Drive, Glossodia - Hawkesbury City Council (107 & 79340)

[Annexure 7]

Introduction

Representation has been received requesting that consideration be given for the Introduction of "No Stopping" zones on both sides of the driveways to Glossodia Shopping Centre and the Community Centre. The correspondent claims that visibility for vehicles leaving these two venues of oncoming

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vehicles on Golden Valley Drive is obscured by the parked vehicles on both sides of the subject driveways.

Discussion

Golden Valley Drive is a local road. The carriageway width between the kerbs is 11.8 metres. The horizontal alignment consists of a series of straight sections and circular curves. The current regulatory speed limit on Golden Valley Drive is 50 kph except on the section extending from the Community Centre passing Glossodia Shopping Centre to the end of the public school where the speed limit is 40 kph. The RTA Accident Database indicates two minor accidents on Golden Valley Drive and no accidents near the shopping centre/community centre during the period from January 1998 to December 2002. Traffic volumes of 772 ADT were recorded in 1998.

The width of the access road for the shopping centre car park is 5.9 metres. The width of the driveway for the community centre car park is 8.6 metres. The shopping centre car park has a capacity for 50 vehicles and the community centre car park has a capacity for 25 vehicles. See sketch plan Annexure 7.

During a site investigation, it was observed that visibility for vehicles leaving these two driveways of oncoming vehicles on Golden Valley Drive is obstructed by the adjacent parked vehicles on both sides the driveways. Given the speed limit on this section of the road is 40 kph, introducing 6 metre long "No Stopping" zones on both sides of these two driveways will provide adequate clearance to improve visibility of oncoming vehicles.

In addition, it would be appropriate to adopt the following treatments on the access road to the shopping centre to avoid conflict between the entry and exit vehicles:

- 1 Marking barrier lines for a length of 10 metres from the boundary alignment on the access road.
- 2 Marking entry and exit arrows as shown on the attached plan.
- 3 Widening the concrete slab at the entry point to allow for two-way traffic.

Recommendation

- 1 That two "No Stopping" zones be created extending for a length of 6 metres on the northern side and 6 metres on the southern side of the driveways to Glossodia Shopping Centre and the Community Centre. Refer to the attached plan.
- 2 That barrier lines be marked for a length of 10 metres from the boundary alignment on the access road to the shopping centre.
- 3 That entry and exit arrows be marked and the concrete slab on the shopping centre access road be widened as shown on the attached plan.

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3.5 Grose Wold Road, Grose Wold - Speed Review - R G & C O Pattison (18943 & 18944)

Introduction:

Representations have been received from R G & C O Pattison of 28 Grose Wold Road, Grose Wold requesting that consideration be given to reducing the regulatory speed limit or to introducing school zone speed limits on the section of Grose Wold Road near the proposed preschool at 37 Grose Wold Road to improve the safety of preschool children.

Discussion:

Grose Wold Road is a local road connecting Grose River Road and Grose Vale Road. The horizontal alignment consists of a straight section near this preschool. The sealed carriageway width of the road is approximately 5.5 metres and there are very wide nature strips. There are rural residential properties on both sides of the road. The proposed preschool is located 400 metres from the eastern end of Grose Wold Road. The current regulatory speed limit on this section of the road is 80 kph. Traffic volumes of 913 and an 85th percentile speed of 84 kph were recorded near the preschool in 2003. The RTA Accident Database indicates one minor accident on Grose Wold Road and no accidents on the section near the preschool from the period January 1998 to December 2002.

It would not be appropriate to reduce the regulatory speed limit on the section of Grose Wold Road near the proposed preschool due to the following reasons:

1. School zone speed limits are not enforced near preschools.
2. The Development Application submitted to Council for the proposed preschool indicates that nine parking spaces will be provided as part of the development, for staff parking and parents to drop off/pick up their children. In addition, a 6 metre wide access road leading to this carpark will be constructed.
3. Parents are expected to drop off/pick up their children within the preschool premises.

Recommendation

No action be taken.

3.6 Wolseley Road, Oakville - Pedestrian Crossing - B Healy (13293)

[Annexure 8]

Introduction:

Representation has been received from Mr Brian Healy of 33 Clare Crescent, Oakville raising concerns in relation to pedestrian safety in the vicinity of Arndell Anglican College for children crossing Wolseley Road. He has requested that consideration be given for the installation of a pedestrian crossing at this location to improve the safety of the school children.

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Discussion:

Wolseley Road is a distributor road. The current regulatory speed limit on this road is 60 kph. Traffic volumes of 3174 ADT (Average Daily Traffic) and an 85th percentile speed of 70 kph were recorded in 2003. The RTA Accident Database indicates one minor accident involving a collision between two vehicles and no accidents involving pedestrians on Wolseley Road in the vicinity of Arndell Anglican College from the period January 1998 to December 2002. Peak hour traffic volumes of 447 and corresponding hourly pedestrian volumes of 25 were recorded near the school on this road.

A primary guideline used to assist in determining the need for the installation of a pedestrian crossing is set out in AS1742.10-1990 under clause 6.2.2. The above traffic count details indicate that the conditions that would justify the installation of a pedestrian crossing at this location are not being met. The section of the road in the vicinity of the school is regulated by a School Zone which has a speed limit of 40 kph on school days for the times of 8.00 am-9.30 am and 2.30 pm-4.00 pm.

A Children's Crossing may be installed where there is a demand for children to cross the road during daylight hours and an undertaking can be obtained to display the "Children Crossing" flags during the specified period of operation. The above pedestrian count indicates that there is a demand for children to cross the road during daylight hours. The school principal has signed an agreement to display the "Children Crossing" flags during the specified period of operation. Therefore, it would be appropriate to install a "Children Crossing" on Wolseley Road near the eastern entrance of Arndell College.

In addition, the existing "No Stopping" zone (not time restricted) should be extended 11 metres in a westerly direction on the northern side of Wolseley Road to provide adequate visibility of children on the crossing in accordance with the Clause 6.3 of AS 1742.10.

Recommendation:

1. That a "Children's Crossing" with associated lines and signs be installed on Wolseley Road near the eastern entrance of Arndell College as shown on the plan at Annexure 8.
 2. That the existing "No Standing" signs at the locations shown on the plan at Annexure 8 be converted to "No Stopping" signs in accordance with the RTA Technical Direction No 99/21.
 3. That the existing "No Stopping" zone (not time restricted) be extended 11 metres in a westerly direction on the northern side of Wolseley Road. Refer to the attached plan.
- 3.7 Blacktown Harley Owners Group (HOG)/NSW Police Service - Special Event (87387 & 81083)

Advising that the 2004 NSW State Rally is to be held at the University of Western Sydney, Richmond Campus during 23-26 January 2004.

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On Sunday 25 January 2004 a Thunder ride is to commence at 10.00am at the University and traversing: Londonderry, Southee, Castlereagh Roads/Bosworth Street, Windsor Street, Richmond-Windsor Road, Macquarie, Bridge Streets thence enter Macquarie Park. Approximately 400 motorcycles will participate in the ride.

Recommendation:

That:

1. Under "Guide to Traffic and Transport Management For Special Events" issued by the Roads & Traffic Authority:
 - a) this event be classified as a Class 1 event; and,
 - b) the applicant submit the following documentation on the nominated organisations:
 - i) Transport Management Centre, Roads & Traffic Authority - Transport Management Plan including a Traffic Control Plan; and,
 - ii) NSW Police Service - Schedule 1, Summary Offences Act;
2. the applicant submit a copy of a Public Liability Policy in an amount of not less than \$10,000,000 with that policy indemnifying Hawkesbury City Council, the Roads & Traffic Authority and the NSW Police Service;
3. the event route being left clean and tidy upon completion of the event;
4. the applicant placing an advertisement in local newspapers two (2) weeks prior to the event to advise the local community of the event;
5. the applicant to have the NSW Police Service provide intersection control by the NSW Police Service.

4. Questions Without Notice

Mr P Coard- (83770 & 21989 & 33314):

- 4.1 Enquired as to progress of works on Hermitage Road, Kurrajong in response to prior representation by Mrs J Uff.

Mr C Amit advised that survey works in relation to road widening listed on the Works Program were proceeding with signage/vegetation clearing also listed on the Works Program.

Recommendation:

That the information be received.

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- 4.2 Enquired as to progress regarding representations by Mrs Slaats regarding traffic conditions at the intersection of Smith, Stahls, Broos and Oakville Roads, Oakville.

Mr T Shepherd advised that the matter was currently under investigation.

Recommendation:

That the information be received.

5. Next Meeting

- 5.1 The next meeting of the Local Traffic Committee will be held at 10.00am, 28 November 2003.

Meeting terminated: 12.25pm

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