

ORDINARY MEETING
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SECTION 3 - Report of the General Purpose Committee

ENVIRONMENT

Item: 35 **ENV A - Security Fence - Wilberforce Cemetery, Lot 7016 DP 1032360 and Crown Land Property Bounded by Copeland, Duke, Clergy and Unnamed Road, Wilberforce NSW 2756 - (107, 79354, 87514)**

Previous Item: 13, Ordinary (9 March 2004)

Mrs Jill Vincent, Mr Don Poull and Mrs Mavis Cobcraft, proponents, addressed the Committee

Ms Renee Darlington, respondent, addressed the Committee

COMMITTEE RECOMMENDATION:

That:

The application be approved subject to the following conditions:

General

1. The development shall take place in accordance with the stamped plans, specifications and accompanying documentation submitted with the application except as modified by these further conditions.
2. The development shall comply with the provisions of the Building Code of Australia at all times.
3. The development shall comply with the Environmental Planning and Assessment Act, 1979 at all times.

Prior to Commencement of Works

4. At least two days prior to commencement of works, notice is to be given to Hawkesbury City Council, in accordance with the Environmental Planning and Assessment Regulations.

During Construction

5. Site and building works (including the delivery of materials to and from the property) shall be carried out only on Monday to Friday between 7am – 6pm and on Saturdays between 8am – 4pm.

6. The site shall be kept clean and tidy during the construction period and all unused building materials and rubbish shall be removed from the site upon completion of the project.
7. The fence is to be located to provide a minimum of 2 (two) metre setback from grave sites and vaults to allow access around the sites and vaults.

ADDITIONAL INFORMATION

Council considered this matter at the General Purpose Committee on 27 July 2004 and requested the following additional information:

The Difference in Using Black Rather Than Green

The use of black as a colour for any fence tends to reduce any potential visual impact as the colour allows the structure to blend in better with its background and not become as noticeable when compared with the use of another colour such as green. The black colour would have less impact than the green.

Quotes for Alternative Systems for Security and Post and Rail Fence

Investigation of matters has been undertaken and Council advised as follows:

Security Cameras

"Obtaining a quote for video cameras was very difficult due to the short timeframe as well as the cemetery not having power or telephone connections.

A very approximate quote of \$10,000 (ten thousand dollars) was received for a 2-camera system plus costs associated with installing the cameras on Energy Australia existing posts. There would also be additional costs for vandal-proof casings. The proposal is dependant on the contractor being able to connect the wireless signal from the cameras to the Council depot from the power poles. Should this not be possible other options will need to be investigated.

Due to the large area of the cemetery, the two cameras would be able to determine that people would present, however, the pictures would not be clear enough to use as evidence in a prosecution. Having the signs and the cameras could however act as a further deterrent to would-be vandals.

There is an additional cost to collect, house and store the data or to send it to a security company. This is approximately \$10,000 (ten thousand dollars) to \$15,000 (fifteen thousand dollars) plus ongoing security costs. The two cameras do come with a motion sensor but due the size of the area it would not be effective as it would be activated by movement of trees and the like. This would limit the ability of a security company to collect the images and respond in time to stop any vandalism that was in progress.

Should Council decide to further the proposal more time and research would be required to identify the needs of the site.

The quote for the camera system does not include the ongoing costs of a security company providing a 24 (twenty four) hour call out service.

Post and Rail Fence

Three different companies were requested to provide a quote to install a post and rail fence around the cemetery. The requirements were a - rail fence, being made of hard wood, having 2 x 4m gates and 2 x 1.3m pedestrian access gates. The quotes received were:

Haydens	\$23,050	(twenty three thousand and fifty dollars)
Bob Breen Services	\$48,000	(Forty eight thousand dollars)
Burley Fencing Company	\$56,320	(Fifty six thousand three hundred and twenty dollars) for hardwood round back rails & posts)
	\$60,740	(Sixty thousand seven hundred and forty dollars) for sawn timber rails and posts similar to the School of Arts)

Each of these contractors also quoted for a mesh fence to be located out side the post and rail fence, as suggested by Councils Heritage Advisor. The cheapest quote was \$31,700 (thirty one thousand seven hundred dollars)."

Item: 36 **ENV A - Proposed Tourist Facility - No 73 Ghost Hill Road, Bilpin, DA157/02 - (17809, 17810, 85977)**

Mr Brian Jukes and Mr Charles Vandervord, proponents, addressed the Committee

COMMITTEE RECOMMENDATION:

That the application for 3 (three) tourist cabins be approved subject to the following conditions:

General

1. The development shall take place in accordance with the stamped plans, specifications and accompanying documentation submitted with the application except as modified by these further conditions.

2. No excavation, site works or building works shall be commenced prior to the issue of an appropriate Construction Certificate.
3. The approved use shall not commence until all conditions of this Development Consent have been complied with.
4. The development shall comply with the provisions of the Building Code of Australia at all times.
5. The development shall comply with the Environmental Planning and Assessment Act, 1979 at all times.
6. The accredited certifier shall provide copies of all Part 4 certificates issued under the Environmental Planning and Assessment Act, 1979 relevant to this development to Hawkesbury City Council within 7 (seven) days of issuing the certificate. A registration fee applies.
7. Details of the proposed hot water system demonstrating that the appliance has a minimum energy rating of 3.5 stars is to be submitted to the principal certifying authority.
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. The wind classification for the site has been assessed as minimum W41N, this classification should be referred to your glazing supplier, frame manufacturer and building contractor to enable the appropriate glazing, bracing and tie down to be designed.
10. All solid fuel heaters installed must comply with the requirements of the Clean air Domestic Solid Fuel Heaters Regulation.
11. The effluent disposal system is to be in accordance with the system recommended in the report prepared by Blue Mountains Geological and Environmental Services P/L, Ref 011207, dated December 2001.

Prior to Issue of Construction Certificate

12. Provide all necessary details demonstrating compliance with AS 3959 (Construction of Buildings in Bush Fire Prone Areas) to the principal certifying authority.
13. Submission of details for the external finishes/colours to be provided to Hawkesbury City Council for approval.
14. 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 by the Director Asset Services and Recreation or an accredited certifier.

15. The submission of engineering designs and calculations covering all works required by this consent.
16. 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)".
17. Water quality control measures to be incorporated to ensure runoff from the site will not detrimentally affect the existing watercourse. A suitable report is to be submitted prepared by a suitably qualified person.
18. Estimation of peak flows by a suitably qualified person is to be undertaken to determine the 1 in 100 year average recurrence interval storm flow through the existing watercourse.
19. Survey, hydrological, hydraulic and structural details from a suitably qualified person for the watercourse crossing to be provided.
20. A Sewer Management Facility System application shall be submitted to and approved by Council.
21. Submission of a traffic management plan for Ghost Hill Road to address but not limited to:
 - (a) Safety of the public;
 - (b) Need to regulate drivers action by signage.

Prior to Works Commencing

22. Separate certified structural engineer's details of all structural concrete and steelwork shall be lodged with the principal certifying authority for approval.
23. The proposed development falls outside the scope of the Timber Framing Code AS1684, details shall be prepared by a Practising Structural Engineer for the frame, roof, bracing and tie down requirements and submitted for approval.
24. 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.
25. 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, 1979.
26. At least two days prior to commencement of works, notice is to be given to Hawkesbury City Council, in accordance with the Environmental Planning and Assessment Regulation.
27. Erosion and sediment control devices are to be installed and maintained at all times during site works and construction. The enclosed warning sign shall be affixed to the sediment fence/erosion control device.

28. Site meeting being arranged with Council officers, Rural Fire Services, contractor and applicant to identify and mark the vegetation to be removed and retained within the approved Asset Protection zones.

During Construction

29. Site and building works (including the delivery of materials to and from the property) shall be carried out only on Monday to Friday between 7am – 6pm and on Saturdays between 8am – 4pm.
30. The site shall be kept clean and tidy during the construction period and all unused building materials and rubbish shall be removed from the site upon completion of the project. The following restrictions apply during construction:
- (a) Stockpiles of topsoil, sand, aggregate, spoil or other material shall be stored clear of any drainage path or easement, natural watercourse, footpath, kerb or road surface and shall have measures in place to prevent the movement of such material off site.
 - (b) Building operations such as brick cutting, washing tools, concreting and bricklaying shall be undertaken only within the site.
 - (c) Builders waste must not be burnt or buried on site. All waste (including felled trees) must be contained and removed to a Waste Disposal Depot.
30. Only the vegetation marked as being removed from the on site meeting is to be removed, other vegetation will require separate approval from Hawkesbury City Council.
31. An automatic fire detection and alarm system shall be installed within the building in accordance with Part 3.7.2 of the BCA for class 1A and 1B dwellings and F2.2a of the BCA for Class 2, 3, 4, 5, 6, 7, 8 9a and 9b. Alarms and Detectors shall be installed by a licensed electrician and multiple alarms shall be interconnected, a certificate of the installation shall be provided prior to occupation of the building; (Note: refer to approved plans, for location marked in red ink).
32. Inspections shall be carried out and compliance certificates issued by Council or an appropriately accredited person for the following components of construction:
- (a) erosion controls, site works and site set out;
 - (b) piers;
 - (c) steel reinforcement;
 - (d) framework, after the installation of all plumbing, drainage and electrical fixtures, and after the external cladding and roof covering has been fixed and prior to fixing of internal linings and insulation;
 - (e) wet area flashing, after the installation of any bath and shower fixtures;
 - (f) internal drainage lines prior to covering;
 - (g) external drainage lines, prior to backfilling; and
 - (h) on completion of the structure.
33. All roof water shall be drained to the water storage vessels.

34. The construction of vehicular access around the site and a vehicular crossing from the edge of bitumen in Ghost Hill Road, in accordance with the approved plans, together with any works to make this effective.
35. All access roads proposed to take 2 (two) way traffic are to be a minimum of 4.5 (four point five) metres, finished with 150mm (one hundred and fifty millimetre) of crushed rock pavement. The maximum grade is to be 16% (sixteen percent). The maximum grade may be increased to 20% (twenty percent) if the pavement is finished with a 2 (two) coat flush seal, or 25% (twenty five percent) if constructed with 150mm (one hundred and fifty millimetres) thick reinforced concrete. Passing Bays are to be provided at maximum 100m (one hundred metre) intervals or more frequently where safety conditions dictate.
36. Any carparking areas associated with the proposed cabins are to be constructed with a minimum 150mm (one hundred and fifty millimetre) crushed rock pavement.
37. A concrete causeway and a low flow stormwater pipeline is to be constructed over the existing watercourse to allow access to Cabin 3.

Prior to Issue of Occupation Certificate

38. Compliance with all conditions of this development consent.
39. Written clearance from Integral Energy shall be submitted to the Principal Certifying Authority.
40. Cabins to be connected to the approved and fully installed sewerage management facility.

Use of Site

41. 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) LA(eq) above background noise levels with respect to noise amenity of residential dwellings.
42. The development shall be limited to the area shown on the submitted plans.
43. The subject development, including landscaping, is to be maintained in a clean and tidy manner.
44. Any external lighting shall be directed in such a manner so that no nuisance is caused to adjoining properties.
45. The bushfire asset protection zones required by this consent shall be maintained at all times.
46. All waste materials shall be regularly removed from the property.
47. The cabins shall be used for short term tourist accommodation only.

48. The effluent disposal system is to be monitored as outlined in the report prepared by Blue Mountains Geological and Environmental Services P/L, Ref 011207, dated December 2001.

Advisory

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

Conditions of Department Infrastructure and Natural Resources

50. These General Terms of Approval are only applicable for the works granted on this site, in this consent and are to be carried out in accordance with the plans presented to the Department of Infrastructure Planning and Natural Resources (DIPNR).
51. These General Terms of Approval are granted for a period equivalent to the consent. If the works are incomplete after this period, a renewal application needs to be made no less than 1 (one) month in advance of the expiry date.
52. All works proposed must be designed, constructed and operated so they minimise sedimentation, erosion and scour of the banks or bed of the watercourse/foreshore and adverse impacts on aquatic and riparian environments.
53. Erosion and sediment control measure are required to be implemented prior to any works commencing at the site and maintained, for as long as necessary after the completion of works, to prevent sediment and dirty water entering the watercourse/foreshore environment. These control measures are to be in accordance with the requirements of the Consent Authorities and best management practices as outlined in the NSW Department of Housings' "Managing Urban Stormwater: Soils and Construction" (1988) manual (the "Blue Book").
54. This Permit is issued for works on FREEHOLD land only. This Permit is null and void for any works on Crown Land.
55. Rehabilitation of the area in accordance with the Permit Conditions or any direction from DIPNR is the responsibility of the Permit holder and the owner or occupier of the land.
56. Work as executed survey plans of a professional standard and including information required by DIPNR shall be provided to DIPNR upon request.
57. If, in the opinion of a DIPNR officer, any activity is being carried out in such a manner that it may damage or adversely affect the stream or foreshore environment, then all work shall cease immediately upon oral or written direction of such an officer.
58. If these Permit Conditions are breached the Permit holder shall immediately restore the site in accordance with these Conditions and any other necessary remedial actions as directed by DIPNR. If any breach of the Permit Conditions requires a site inspection by DIPNR, then the permit holder shall pay a fee prescribed by DIPNR for this inspection and all subsequent breach inspections.

Location of the Works

59. The location, nature and extent of works shall not be any closer to the tributary of Hungerfords Creek than that described on the submitted Site Plan by Monaghan Surveyors Pty Ltd, Ref no. 02247-5 (RFS), dated 17 December 2003.

Riparian Zone

60. A riparian zone at least 5 (five) metres wide measured horizontally and at right angles to the flow from the top of both banks, consisting of local native plant species, shall be protected and maintained along the watercourse.
61. The construction technique adopted to construct the dwelling is to ensure that disturbance to soil and vegetation on protected land and within the identified riparian zone is kept to an absolute minimum.

Site Rehabilitation

62. Site rehabilitation must protect any remnant local native riparian vegetation at the Site and restore any riparian zones disturbed or otherwise affected by the work to a state that is reasonably representative of the natural ecotone of the protected waters system, in accordance with the endorsed plans and these conditions.
63. Riparian zones so protected and /or restored must be made up of a diverse range of native tree, shrub, groundcover and grass species local to the areas, planted at appropriate densities to achieve an effective and full riparian vegetation structure.
64. Rehabilitated areas must be maintained to ensure successful native plant establishment. Maintenance must include any watering, weed control, replacement of plant losses, disease and insect control, mulching etc, necessary for successful plant establishment.

NSW Rural Fire Service

65. Property access roads are to comply with Section 4.3.2 of Planning and Bushfire Protection 2001. This clause shall only apply to property access roads associated with the development.
66. A tank with a capacity of 10,000 (ten thousand) litres for exclusive use for fire fighting purposes shall be provided for each cabin. A 65 (sixty five) millimetre storz fitting and ball gate valve shall be installed in the tank.
67. The Inner Protection Area (IPA) only shall be provided to the development as shown on plan number 02247-5 (RFS) D plan dated 31/5/04 except where modified by the following conditions.
- a) Cabin number 1 (one) and 2 (two) shall be provided with a 75 (seventy five) metre IPA to the east.

- b) Cabin 3 (three) shall be relocated a minimum of 20 (twenty) metres from the riparian buffer identified on the plans.
- 68. Construction should comply with AS3959-1999 level 3 'Construction of Buildings in bushfire prone areas'.
- 69. The strip of vegetation to be retained along the fence line between the western neighbour and the proposed development, and the dense tree fern stand shall be managed as an 'Outer Protection Area' (OPA) as outlined within Section 4.2.2 in Planning for Bushfire Protection 2001. It is considered that the retention of trees associated with these areas is acceptable, however, under scrubbing shall be carried to reduce the fuel loadings within the OPA.

ADDITIONAL INFORMATION

Council, at the General Purpose Committee Meeting of 27 July 2004 requested further information in respect to the alarm system proposed for the on-site effluent disposal tanks.

The applicant has provided the following additional advice.

"The proposed septic system shall be individual to each of the three (3) cabins and shall be a two-stage unit where the second stage (liquid) effluent shall be pumped out to the nominated disposal area in the clear paddock. The pump shall be set to operate when the fluid level in the second stage reaches eighty percent (80%). It is proposed to provide for a visual alarm at the owner's/manager's residence (permanently occupied) at a level above eighty percent (80%) in order to provide an appropriate level of safety for any failure of the system."

Item: 37 ENV B - Spraying of Herbicide in the Hawkesbury River - (79348, 12212)

Previous Item: 87, Ordinary (13 July 2004)

Mr Ken Archer and Mr Roger Tofalin gave a presentation to the Committee
Mr Neville Diamond, Ms Marie Noble, Mr Gary Howard and Mr Gary Adams respondents, addressed the Committee

Councillor Calvert left the Council Chambers prior to voting taking place as he arrived at the meeting mid Item.

297 RESOLUTION:

That Council, exercising its delegation as a Committee of the Whole, resolved:

1. The Hawkesbury City Council support the Hawkesbury River County Council in its decision to alleviate the weed problem in the Hawkesbury River.
2. Council urgently convene a public 'River Summit' with the appropriate Government Agencies, to seek solutions to correct the River's problems.
3. Council seek urgent confirmation from the Minister of Local Government and Minister for Primary Industries, being the Ministers responsible for the Hawkesbury River County Council that they agree and are responsible for the strategies adopted to clear *Salvinia* from the Hawkesbury Nepean River.

Item: 38 ENV B - Allegations Made by Animal Activists Regarding Hawkesbury City Animal Shelter - (39906, 79347)

Ms Jenny Wall, proponent, addressed the Committee

COMMITTEE RECOMMENDATION:

That:

1. The information be received.
2. That the proposed changes to the opening hours of the Animal Shelter be adopted by Council.
3. That Council adopt the proposal to increase the advertising of animals available at the animal shelter through its web site and via local press on a weekly basis.

ADDITIONAL INFORMATION

Council requested additional information to the report furnished to the General Purpose Committee Meeting on 27 July 2004, in relation to enhancing the number of dog and cat photos on Council's web site, and an explanation of what the procedure is to notify owners of micro chipped animals that their animal is held in the animal shelter.

Increasing the number of available animal photos on Council's web site

Currently our web site shows 4 (four) dogs each week that are available for re-homing.

Council's Information Technology (IT) section is examining methods to show all animals that are available each week by the use of a data base program, that is linked to the Council web site.

Information received from the IT section, is that the data base needed to facilitate the increased number of photos, is programmed to be created after 1 September this year. Once this has been achieved, it is hoped that all available animals, will be able to be viewed by anyone accessing Council's web page.

In the interim, the IT Manager will endeavour to increase the current weekly numbers using the existing software available to Council.

Procedures followed to notify owners of micro chipped animals that their pet is held in the animal shelter

The procedure followed by Hawkesbury Council staff to reunite micro chipped animals with their owners, is to firstly identify who the owner is by checking the companion animal micro chip register data base against the micro chip number. The register should have the owner's details including home, work or mobile phone numbers to call.

Once the phone numbers are noted the animal shelter staff attempt to phone the owner on the numbers listed to advise them that their animal is being held at our facility. A letter is then sent via ordinary mail to the listed owners address giving notification that the animal is being held. If the owner is not contacted by telephone on the first attempt then staff continue to make phone calls in the interim, after posting the letter, in an attempt to make contact.

Most attempts to reunited micro chipped animals with their owners are successful, and it is only very few that fail, due to relocation of the owners without changing their details on the companion animal register.

INFRASTRUCTURE

Item: 31 INF B - Governor Phillip Reserve - Upper Hawkesbury Power Boat Club - Exclusive Use - (73829)

298 RESOLUTION:

That Council exercising its delegation as a Committee of the Whole resolve that approval be granted to the Upper Hawkesbury Power Boat Club for exclusive use of Governor Phillip Reserve on 7 and 8 August 2004, subject to the following conditions:

1. The applicant undertaking a letter drop to all affected residents in proximity to the event, with that letter advising full details of the event.
2. The applicant paying the exclusive use contribution rate and the toilet cleaning charge fee for exclusive use events applying at the time of the event.
3. The reserve being left clean and tidy with the applicant being responsible for the disposal of all waste from the reserve.
4. The applicant obtaining appropriate licences from the Waterways Authority regarding conduct of this event.
5. If required, the applicant to obtain appropriate licence from the Licensing Branch of the NSW Police Service for the sale of alcoholic beverages at the proposed event.
6. The applicant obtaining all necessary permits/approvals in relation to amusement devices rides.
7. The applicant contacting Council's Environment Health Officer with regard to the sale of hot foods.
8. The applicant to liaise with Integral Energy regarding the supply of power to devices/rides and their proximity to power supply lines.
9. The applicant lodge a damage bond in the amount applying at the time of the event.
10. The applicant submitting a copy of its Public Liability Policy in an amount of not less than \$10,000,000 (ten million dollars), with Council's interest noted on the policy.
11. The applicant making appropriate arrangements regarding access by affected residents and their visitors, as well as emergency vehicles.

12. The applicant obtaining NSW Police Service approval for conduct of this event and appropriate traffic control arrangements being made by the event organiser and the NSW Police Service to control traffic travelling to the event.
13. The event organiser should carry out an overall risk assessment to identify and assess the potential risks to spectators and participants during the event and is to design and implement a risk elimination or reduction plan in accordance with the Occupational Health & Safety Regulation 2000 as detailed by the Department of Tourism, Sport & Recreation.

**Item: 32 INF B - Windsor Flood Evacuation Route - Day/Mileham Streets
Intersection - (79338)**

COMMITTEE RECOMMENDATION 1:

That Option 2 – Shift Day Street East, in relation to the intersection of Mileham and Day Streets to facilitate the construction of the flood evacuation route be supported.

COMMITTEE RECOMMENDATION 2:

That Council write to the Minister requesting that the Flood Evacuation Route be opened as a 3 (three) lane road with tidal flow lane changing and the construction timetable be moved forward.

Item: 33 INF B - 296 George Street, Windsor - Pine Warehouse - (79338)

299 RESOLUTION 1:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Finch that Council, exercising its delegation as a Committee of the Whole, resolve

That Council resolve to spend no further money on refurbishing the building

300 RESOLUTION 2:

RESOLVED on the motion of Councillor Conolly, seconded by Councillor Bassett that Council, exercising its delegation as a Committee of the Whole, resolve

That a further report be provided to Council on future options for the site after being referred to the Commercial Response Unit.

ADDITIONAL INFORMATION

Background

A report was submitted to the General Purpose Committee on 27 July 2004 that detailed investigations into the future of this property, recommending among other things that the building be demolished and that the proposed delivery road be relocated to improve access to the new cultural precinct.

While the GPC was generally supportive of the recommendations as tabled, the Commercial Response Unit (CRU) was requested to review the report and to provide any further analysis and input as appropriate.

Review

In addition to the findings presented to Councillors in briefing sessions and subsequent report to the GPC, the CRU has considered 2 further options for the site:

1. Sale of the building and land; and
2. Retention of the site for future commercial use.

Sale of building and land

A primary benefit supporting the sale of this property is the recovery of some capital funds for future use by Council. However this advantage may be substantially offset by the loss of Council control over future development works associated with this site and the loss of future revenue from commercial activity. If the property is listed for sale, a boundary adjustment prior to sale would deliver the following outcomes:

Primary changes:	Access road remains as planned	Access road moved to northern boundary
Approximate parcel:	552m ²	560m ²
Advantages:	Capital recovery	Capital recovery Improved access to cultural precinct
Disadvantages:	Loss of control over future use Loss of future revenues	Loss of control over future use Loss of future revenues

Retention of site

A primary benefit supporting the retention of this site is the continued ability for Council to extract maximum benefit from its investment in the cultural precinct. These benefits would be in

the form of improved amenity and access to the cultural precinct, which would also have a corresponding positive effect on the viability of any commercial enterprise embedded within the precinct. Other benefits would also arise from ongoing revenues and increased employment opportunities from a possible joint venture between Council and a private company. Key outcomes arising from this initiative are considered below.

Strategic objective:	Implementation of Master Plan	Employment growth via joint venture
Possible use:	Landscaped gateway	Offices or child care centre
Advantages:	Improved access to cultural precinct Improved local amenity and viability of embedded businesses Council control over future use	Improved access to cultural precinct Ongoing revenues from JV Expanded community services Council control over future use Ability to enhance future commercial viability of site through carriageway and car parking credits
Disadvantages:	No immediate recovery of capital	No immediate recovery of capital

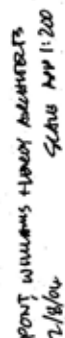
RECOMMENDATION:

That:

1. The building at 296 George Street be demolished, the proposed access roadway to the site be re-located to a position adjacent to the northern boundary and landscaping be undertaken to enhance the area.
2. Any boundary adjustments necessary to give effect to (1) above be undertaken as soon as possible and that such changes also provide for a right of carriageway over Council's access road to improve commercial viability of site and rear access to an underground car park if needed.
3. A car parking credit of 18 (eighteen) spaces be allocated to the adjusted site, based upon a site area of 560m² (five hundred and sixty square metres) and the current building use.
4. Notification be given to the residential tenants of the intention to terminate the tenancies.
5. \$50,000 (fifty thousand dollars) estimated to undertake the work be provided from re-prioritisation of the building capital works program.

ATTACHMENTS:

AT1 Proposed site layout



Item: 34 INF B - Raising Tanker Hydrant Filling Points - (79338)

Previous Item: 44, Ordinary (9 December 2003)

COMMITTEE RECOMMENDATION:

That a letter be forwarded to Sydney Water requesting the raising of the connecting valve and hydrant at:

- Wire Lane, Freemans Reach;
- Bathurst Street, Pitt Town; and
- Corner of Buckingham Street and Cattai Road, Pitt Town

SUPPLEMENTARY**Item: 35 INF B - Council Communications Tower - Warks Hill Road, Kurrajong Heights - (79338, 79607, 73881)**

COMMITTEE RECOMMENDATION:

That:

1. The offer of Optus Mobile Pty Ltd to co-locate mobile telephone antennas and an equipment shelter on the Council tower and site at the end of Warks Hill Road, Kurrajong Heights be accepted; and
2. Further negotiations be undertaken with Optus Mobile Pty Ltd with a view to increasing the initial rental offered for the site to between \$15,000 (fifteen thousand dollars) and \$20,000 (twenty thousand dollars).
3. All necessary documents be executed under seal following satisfactory lease conditions being negotiated.
4. Legal advice be obtained prior to the Ordinary meeting in relation to the application of the Telecommunications Act on Emergency Services communication sites.
5. Correspondence to be sent to the surrounding community advising of the proposal.

ADDITIONAL INFORMATION

In accordance with Council's recommendation from the General Purpose Committee meeting held on 27 July 2004, legal advice has been obtained in relation to the application of the Telecommunications Act on emergency services communications sites.

The advice received is that a facility installed on or within an original facility or a public utility structure is a "low impact facility". The power to occupy an existing site is contained in Federal Legislation, which will completely over-ride any resolution by the Council as to use. There is nothing in the law on this subject to differentiate between emergency services communications sites and any other sites.

The advice concludes with a suggestion that it is appropriate to reach agreement on the best commercial basis available and as outlined in the Committee's recommendation.

RECOMMENDATION:

That:

1. The offer of Optus Mobile Pty Ltd to collocate mobile telephone antennas and an equipment shelter on the Council tower and site at the end of Warks Hill Road, Kurrajong Heights be accepted;
2. Further negotiations be undertaken with Optus Mobile Pty Ltd with a view to increasing the initial rental offered for the site to between \$15,000 (fifteen thousand dollars) and \$20,000 (twenty thousand dollars);
3. All necessary documents be executed under seal following satisfactory lease conditions being negotiated;
4. Correspondence to be sent to the surrounding community advising of the proposal.

Item: 36 INF B - Water Ski Racing NSW - Lower Portland Ferry Closure - (79338)

Mr John Nolan, proponent, addressed the Committee

301 RESOLUTION:

That Council exercising its delegation as Committee of the Whole support the closure of the Lower Portland Ferry between 10:30am and 12:30pm on Sunday, 8 August 2004 subject to compliance with the following conditions:

1. The applicant submitting a copy of a public liability policy for \$10,000,000 (ten million dollars) and indemnifying Hawkesbury City Council prior to the event.
2. The applicant obtaining appropriate licences from the Waterways Authority regarding conduct of this event.
3. Advertising of the proposed suspension of service of Lower Portland Ferry being undertaken at the expense of the organisation in newspapers circulating in the area of the service 2 (two) weeks prior to the event, such notice is to be incorporated in the news section of those newspapers and to be approximately 1/8th page size.
4. Signs be erected at the Association's cost in locations as required by the Director Asset Services & Recreation and at a size indicated by him, on all roads leading to the ferry, as well as on each ferry for at least 2 (two) weeks prior to the event.
5. Safety precautions are to be placed at the Lower Portland Ferry such as to include a boat and crew upstream and downstream from the ferry with suitable equipment to indicate to competitors that a ferry may be operating and with communication between those boats and the ferry vessel, such procedures are to be implemented to the satisfaction of the Waterways Authority and the Director Asset Services & Recreation.

ORGANISATION AND RESOURCES

Item: 40 ORG A - Monthly Financial Report - June 2004 - (107)

COMMITTEE RECOMMENDATION:

That the information be received.

Item: 41 ORG B - Community Donations Program - Round 1 2004/2005 - (79356)

COMMITTEE RECOMMENDATION:

That:

- A. As part of Round 1 (one) of Community Donations 2004/2005, a total of \$3,254.50 (three thousand, two hundred and fifty four dollars and fifty cents) be paid as donations as follows:
1. Colo Wilderness Children's Services receive \$899.00 (eight hundred and ninety nine dollars) for a trampoline cover and sandpit.
 2. Hawkesbury Complex Needs Day Centre receive \$405.90 (four hundred and five dollars and ninety cents) for the use of Windsor Function Centre for their client's Christmas function.
 3. Life Education NSW receive \$1,200.00 (one thousand and two hundred dollars) to fund 6 (six) months towing of their mobile classroom to schools within the Hawkesbury.
 4. Hawkesbury Care Inc receive \$750.00 (seven hundred and fifty dollars) for their Regeneration Program.
- B. That Kurrajong Heights Uniting Church be referred to other more appropriate funding sources.

Item: 42 ORG B - Future Operation of the Hawkesbury Cultural Precinct - (79342)

Previous Item: 24, Ordinary (8 June 2004)

Professor Ian Jack, Mr Michael Gennings, Ms Lyn Mantell and Ms Vivienne Pearson, addressed the Committee

A site inspection was carried out at 4:00pm. Councillors present at the inspection were Councillor R Stubbs, Mayor and Councillors B Bassett, T Books, T Devine, D Finch, C Paine, B Porter, N Wearne and L Williams.

COMMITTEE RECOMMENDATION:

That:

1. Council authorise Council staff to further discuss the draft Memorandum of Understanding for the Hawkesbury Cultural Precinct with relevant groups with a view to adopting modifications, consistent with the existing spirit and intent, to address concerns expressed by those groups.
2. Council authorise Council Staff to begin negotiations with the Hawkesbury Historical Society Inc. and the Friends of the Hawkesbury Art Collection and Regional Gallery Inc. to draft a Deed of Agreement. The Deed of Agreement will identify an agreed process for the relocation of the collections owned by HHS and FOHACaRAG into the Regional Gallery and Regional Museum; it will ensure that the ownership of the collections remain with HHS and FOHACaRAG, and will identify policies for the ongoing management and development of these collections which is acceptable to all parties.
3. Council expand the Hawkesbury Cultural Precinct Advisory Committee by an additional 3 (three) community members and seek nominations from the community and organisations to fill the designated positions on the Committee.
4. A site inspection be carried out.

ADDITIONAL INFORMATION

In response to Council's Resolution authorising staff to further discuss the Memorandum of Understanding for the Hawkesbury Cultural Precinct with relevant groups, a meeting was held on Thursday, 29 July 2004. The meeting was attended by representatives of the Macquarie Towns Art Society, Hawkesbury Historical Society Inc., Friends of the Hawkesbury Art Collection and Regional Gallery Inc, the Hawkesbury Creative Arts Centre and a number of professional artists and tutors. Information was also tabled on behalf of the Hawkesbury Community Arts Workshop and the Hawkesbury Camera Club.

Council staff in attendance included the Director Community and Corporate Services, the Manager Community Services, and Council's Cultural Projects Officer. An agenda for the meeting was prepared by staff and distributed to participants on the afternoon prior to the scheduled meeting.

Provision was made on the agenda for each group to identify issues and concerns about the proposed MoU and other matters relating to the cultural precinct. Opportunity was also provided for participants to seek clarification on the wording of the MoU and the future operation of the cultural precinct. Following discussions about these matters, an 'in principle' agreement was reached by all parties, which would allow for the execution of the MoU subject to certain amendments to the draft MoU, which would primarily provide for an ongoing role for the proposed Collection Policy sub-Committee. This role would enable members of the sub-Committee to monitor the implementation of the proposed Deed of Agreement to ensure that its provisions were being met and to forward advice to Council in relation to the Deed and its implementation. Other amendments were also discussed and adopted 'in principle' and these are to be included in the revised draft MoU.

A number of other matters were also discussed pertaining to the day-to-day operation of the cultural precinct – specifically how the cultural precinct would cater for the existing activities of different groups. It was acknowledged that procedures for the use of the cultural precinct by community groups would need to be negotiated following the appointment of the Gallery & Museum Co-ordinator. Council staff advised that the Council's intention was to develop the cultural precinct so that the community rooms, workshop areas and exhibition spaces within precinct would be available to cultural groups to support their existing programs and activities (subject to the funds allocated by Council for the operation of the precinct). Council staff further advised that outreach programs would be an integral part of the cultural precinct to enable cultural programs to be staged within Council venues across the City.

On this basis, Council staff confirmed that Council had resolved to sell the existing Creative Arts Centre in Fitzgerald Street Windsor to raise the funds needed to complete the construction of the new Library/Gallery & Museum. Council staff further advised that the interim rental subsidy paid to the Macquarie Town Arts Society for their premises in Lennox Street Richmond would not be continued beyond 2004 (as the Richmond Marketplace was resuming these premises for commercial purposes).

It was agreed that a revised MoU would be distributed to all groups to enable the MoU to be formally considered by their committees. To facilitate this process it was recommended that the decision to execute the MoU be deferred to the General Purpose Committee meeting to be held in August. This would enable community groups the time required to review the revised MoU in order to confirm the 'in principle' agreement reached at the 29 July Meeting.

RECOMMENDATION:

That Council in principal agree to adopt the revised MoU for the Hawkesbury Cultural Precinct with a further report for ratification to be provided at the General Purpose Committee Meeting to be held on 24 August 2004.

Item: 43 ORG B - Code of Meeting Practice - (107, 79341)

COMMITTEE RECOMMENDATION:

The revised Code of Meeting Practice be placed on public exhibition for a period of 28 (twenty eight) days, with submissions to be received up to 42 (forty two) days from the date of exhibition with the following changes:

1. In point 2.2.3, Notices of Motion, change from 7 (seven) working days to 7 (seven) days.
2. In point 2.3.3, Notices of Rescission, the following text be included '*During this time, no consents in relation to the Notice of Rescission are to be issued by Council*'
3. In point 2.3.6, - A broader group of ministers be allowed to give the prayer at the beginning of the meetings.
4. In point 3.3.8 - Part 1 - E-mails and faxes can be received by members of the public indicating that they wish to address Council at its meetings.

ordinary

section 4

reports
for determination

ORDINARY MEETING
Meeting Date: 10 August 2004

SECTION 4 - Reports for Determination

Item: 88 **ENV B - Hawkesbury City Waste Management Facility Software Tender - (79348, 80237, 90345)**

Previous Item: 78, Ordinary (13 July 2004)
 67, Ordinary (14 October 2003)

REPORT:

As a result of the Environment Protection Authority license requirements to install a weighbridge system with a completion date of 31 October 2004, Council, at its meeting of 14 October 2003 resolved to proceed with the construction of a new Gatehouse and Weighbridge system.

Tenders for the supply of a Software Management System closed on Tuesday, 22 June 2004. Four (4) tenders were submitted and are listed below excluding GST:

Company	Software Price
Tipsite	59,865 (70,005)
Ultrahawke	105,002
Rite-Weigh	116,324 (124,014)
Accuweigh	125,000

The amount shown in brackets indicate the total price to conform to the specification i.e. additional equipment/works to be supplied by the tenderer and/or Council, such as video capture and card reader.

The lowest tender for the supply of a Software Management System was submitted by Tipsite Pty Ltd in the amount of \$70,005.00 (seventy thousand and five dollars) with a practical completion within 8 (eight) weeks. The tender has included an Occupational Health and Safety System.

The supplied reference checks have supported Tipsite Pty Ltd and their company credentials are substantiated.

RECOMMENDATION:

That the Tender of Tipsite Pty Ltd of Unit 1, 14 Sheridan Close, Milperra for the supply and installation of software to be used in conjunction with the 2 (two) weighbridges and gatehouse for the sum of \$70,005.00 (seventy thousand and five dollars) excluding GST, be accepted and the necessary documents be executed under the Seal of Council.

ORDINARY MEETING

Meeting Date: 10 August 2004

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
Meeting Date: 10 August 2004

Item: 89 ENV B - Legislative Changes for Certain Buildings and Development Fees - (79347, 79349)

REPORT:

Introduction

On 9 July 2004, the Environmental Planning and Assessment Further Amendment (Quality of Construction) Regulation 2004 was gazetted. The Regulation introduced a number of changes including new maximum fees for building certificates (issued by Council) and for lodgement of Part 4A Certificates by private certifiers.

The purpose of this report is to advise Council of the changes and to recommend that the new fees be advertised in accordance with the relevant provisions of the Local Government Act.

Council's adopted revenue pricing policy for 2004/2005 includes fees for building certificates which are set at the maximum fees permitted by the Environmental Planning and Assessment Regulation 2000. The fees have not changed for a number of years and, for some time, have not met the cost of providing the service.

The fee for lodging privately issued Part 4A Certificates was not regulated by legislation prior to the 9 July 2004 and was set on the basis of the service being a public good with full cost recovery.

The following table shows the adopted 2004/2005 fees and the maximum allowable from 1 August 2004 under the new Regulation.

Fee Description	2004/05 (GST Inclusive)	New Maximum Fee
Branch: Building & Development		
PART E: CUSTOMER SERVICES		
1.2 S149D Building Certificates		
(a) Class 1 (fee per dwelling) & Class 10 Buildings	\$70.00	\$210.00
(b) Additional Inspections	\$25.00	\$75.00
(c) Class 2-9 Buildings		
- Not Exceeding 200 sq metres	\$70.00	\$210.00
- Exceeding 200sq metres	\$70.00	\$210.00
	Plus	Plus
	\$0.14	42¢/m ²
	per sq metre over 200m ²	over 200m ²
Exceeding 2,000sq metres	\$322.00	\$966.00
	Plus	Plus
	2.1c /sq metre over 2,000m ²	6.3¢/m ² over 2,000m ²
1.5 Registration of Privately Issued		
Certificates (incl. Construction, Compliance,	\$36.05	\$30.00
Occupation & Fire Safety Certificates	Per certificate	Per certificate

ORDINARY MEETING
Meeting Date: 10 August 2004

As the maximum fee for registration of privately issued certificates is less than Council's adopted revenue pricing policy, the new lower fee is to be charged from the 1 August 2004, as required by Section 610 of the Local Government Act 1993.

Conclusion

It is considered that the new fees should be implemented as soon as possible. Adopting the maximum fee allowable will ensure that the potential for full cost recovery of this service is maximised. The new proposed fees will need to be advertised and formally adopted prior to implementation.

RECOMMENDATION:

That public notice be given in accordance with Section 705 of the Local Government Act 1993 for a period of 28 (twenty eight) days of the new fees listed in the table with submissions to be considered by Council.

Fee Description	New Maximum Fee
Branch: Building & Development	
PART E: CUSTOMER SERVICES	
1.2 S149D Building Certificates	
(a) Class 1 (fee per dwelling) & Class 10 Buildings	\$210.00
(b) Additional Inspections	\$75.00
(c) Class 2-9 Buildings	
- Not Exceeding 200 sq metres	\$210.00
- Exceeding 200sq metres	\$210.00
	Plus
	42¢/m2
	over 200m2
Exceeding 2,000sq metres	\$966.00
	Plus
	6.3¢/m2 over 2,000m2
1.5 Registration of Privately Issued	
Certificates (incl. Construction, Compliance,	\$30.00
Occupation & Fire Safety Certificates	Per certificate

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
Meeting Date: 10 August 2004

Item: 90 **INF B - Construction Of Hawkesbury Waste Depot Gatehouse Building,
The Driftway South Windsor (79340, 79348, 74248)**

Previous Item: 67, GPC (30 September 2003)
 67, Ordinary (14 October 2003)

REPORT:

As a result of the Environment Protection Authority license requirements to install a weighbridge system with a completion date of the 31 October 2004, Council at its meeting of 14 October 2003 resolved to proceed with the construction of a new gatehouse and weighbridge system.

Tenders for the construction of Hawkesbury Waste Depot Gatehouse building The Driftway South Windsor, closed at 2.00pm on Friday 30 July 2004.

7 (seven) tenders for the Gatehouse Building have been submitted and are listed below and exclude GST:

Tenderer	Total
Zadro Constructions P/L	\$128,340.00
Hinchey & Cross P/L	\$156,300.00
Casbee P/L	\$170,960.00
Kinsley Constructions P/L	\$171,712.33
Denning Constructions P/L	\$183,200.00
Simpson Building Group P/L	\$190,290.00
Maincom P/L	\$220,084.00

The lowest tender in the amount of \$128,340.00 (one hundred and twenty eight thousand, three hundred and forty dollars) was submitted by Zadro Constructions Pty Ltd with practical completion within 9 (nine) weeks.

The supplied reference checks have supported the company and their company credentials are substantiated. Discussions with Mr Frank Stuit from Zadro Constructions Pty Ltd indicated that the total project is included.

The contractor has experience in the execution of work similar to this contract and an Occupation Health & Safety System has been included.

Funding for the project is provided within the Waste Reserve.

ORDINARY MEETING

Meeting Date: 10 August 2004

RECOMMENDATION:

That the tender of Zadro Constructions Pty Ltd of Suite 4, 16 Rob Place Vineyard, NSW 2756 for the construction of Hawkesbury Waste Depot Gatehouse building, The Driftway South Windsor for the sum of \$128,340.00 (one hundred and twenty eight thousand, three hundred and forty dollars) (excluding GST), be accepted and the necessary documents be executed under Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
Meeting Date: 10 August 2004

Item: 91 **INF B - Construction Of Hawkesbury Waste Depot Roadworks, The Driftway South Windsor - (79340, 79348, 81203)**

Previous Item: 67, GPC (30 September 2003)
 67, Ordinary (14 October 2003)

REPORT:

As a result of the Environment Protection Authority license requirements to install a weighbridge system with a completion date of the 31 October 2004, Council at its meeting of 14 October 2003 resolved to proceed with the construction of a new gatehouse and weighbridge system, including roadworks.

Tenders for the construction of Hawkesbury Waste Depot Roadworks, The Driftway South Windsor, closed at 2:00pm on Friday, 30 July 2004.

14 (fourteen) tenders for the roadworks have been submitted and are listed below and exclude GST:

Tenderer	Total
DMH Civil Engineering P/L	\$416,020.80
Wade Civil Engineering	\$423,889.10
Hawkesbury Excavations P/L	\$453,716.50
J K Williams Contracting P/L	\$458,927.50
QMC Group	\$461,850.00
Civil Systems Engineering P/L	\$481,000.00
Natcon P/L	\$493,375.00
Byrne Civil Engineering Constructions P/L	\$496,042.05
Casbee P/L	\$504,459.60
Jay & Lel Excavations P/L	\$525,462.00
Savage Earthmoving P/L	\$536,765.50
Zadro Constructions P/L	\$552,432.00
North Shore Paving Company P/L	\$555,820.85
Kinsley Constructions P/L	\$572,689.75

The lowest tender in the amount of \$416,020.80 (four hundred and sixteen thousand and twenty dollars and eighty cents) was submitted by DMH Civil Engineering Pty Ltd with practical completion within 8 (eight) weeks.

ORDINARY MEETING

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The supplied reference checks have supported the company and their company credentials are substantiated. Discussions with Mr Hughes from DMH Civil Engineering Pty Ltd indicated that the total project is included.

The contractor has experience in the execution of work similar to this contract and an Occupation Health & Safety System has been provided.

Funding for the project is provided within the Waste Reserve.

RECOMMENDATION:

That the tender of DMH Civil Engineering Pty Ltd of Suite 2, 16 Rob Place Vineyard, NSW 2756 for the construction of Hawkesbury Waste Depot Roadworks, The Driftway South Windsor for the sum of \$416,020.80 (four hundred and sixteen thousand and twenty dollars and eighty cents) (excluding GST), be accepted and the necessary documents be executed under Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
Meeting Date: 10 August 2004

Item: 92 **INF B - Plan of Road Widening - Johnston Street, Windsor - (8736)**

Previous Item: 45, Ordinary (8 June 2004)

REPORT:

A deferred commencement condition for this development was that the land necessary for roadworks to The Terrace and Johnston Street be dedicated as public road.

In accordance with that condition, the developer has forwarded a plan of road widening, and to enable the plan to be registered it will be necessary to affix the Common Seal of Council.

RECOMMENDATION:

That the Common Seal of Council be affixed to the Plan of Road Widening within Lot 1 in DP586790 and part of land in Crown Land plan 5651-3000 and creation of easement.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
Meeting Date: 10 August 2004

Item: 93 INF B - Alteration and Additions to Change Room Amenities Terrace Road, North Richmond - (79340)

REPORT:

Tenders for alterations and additions to the North Richmond Park Change Rooms/Amenities at Terrace Road North Richmond, closed on Friday, 30 July 2004. Seven (7) tenders were submitted and are listed below and include GST:

Simson Building Group	\$118,690.00
C.B.S. Refurbishments	\$153,636.10
Denning Constructions Pty. Ltd.	\$174,790.00
Zadro Constructions Pty Ltd	\$191,579.00
Maincom Pty Ltd	\$193,666.00
Hinchey & Cross Pty Ltd ..	\$197,340.00
Kinsley Constructions Pty Ltd ..	\$245,708.40

The lowest tender in the amount of \$118,690.00 (one hundred and eighteen thousand, six hundred and ninety dollars) was submitted by Simson Building Group, 16 Cox Crescent, Richmond NSW 2753, however, subsequent discussions have revealed that a portion of the specified works was not included in the tender price and the tenderer would not be able to complete the works in the amount tendered.

The next lowest tender of C.B.S. Refurbishments, 125 Devonshire Street, Surry Hills NSW 2010 indicated a practical completion of 31 October 2004, and subsequent discussions with the tenderer indicated that the total project is involved. Reference checks support the company and the company credentials are substantiated.

The contractor has experience in the execution of work similar to this contract.

The estimated cost to complete the project including costs to be incurred by Council is set out below:

Construction Excluding GST (CBS Refurbishments).....	\$139,669.18
Site Safety	\$400.00
Sketch Plans	\$225.00
Engineering Plans.....	\$200.00
Contract Documentation	\$500.00
Construction Sign	\$250.00
Documentation Printing	\$250.00
Contract Administration	\$4,000.00
Development Application/Construction Certificate.....	\$1180.60
Master Key Lock System	\$800.00

Total Project Cost Excluding GST \$147,474.78

ORDINARY MEETING
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Funding is provided from the following:

Section 94, Recreation Buildings	\$75,000
Council Estimates, Roof	\$25,000
Council Estimates, Kitchen	\$20,500
Sports Council	\$30,000

An Occupational Health and Safety System has been provided as part of the tender.

RECOMMENDATION:

That the tender of C.B.S. Refurbishments, 125 Devonshire Street, Surry Hills NSW 2010 for the alterations and additions to North Richmond Park Change Rooms/Amenities at Terrace Road North Richmond for the sum of \$139,669.18 (one hundred and thirty nine thousand, six hundred and sixty nine dollars and eighteen cents) excluding GST, be accepted and the necessary documents be executed under Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 94 ORG A - Banking Contract - (79349)

REPORT:

The Local Government Act 1993 (Section 55 (1) (f)) excludes banking services from the services for which a Council must invite tenders. The Commonwealth Bank has been Council's principal banker for a significant number of years. To ensure accountability and the best possible result for the organisation, it is considered appropriate that Council call for tenders for Banking Services. With the recent issue of 2004/2005 Rate Notices, including various payment options currently in place the successful tender will need to take affect from 1 July 2005, which will be the start of the next rating and financial year.

The Commonwealth Bank have submitted a proposed fee structure to Council which provides significant cost savings over and above the current fee structure. The proposed Commonwealth Bank pricing review provides pricing amendments across a number of operational banking transaction services including:

- Account transactions (deposits and withdrawals)
- Credit facilities (overdraft)
- Rate Payment Collection (agency receipts and lockbox receipts)
- BPAY transactions
- Diammond Services (EFT software)
- Merchant Services (credit card transactions and EFTPOS terminals)

Pricing analysis based on current transaction volume indicates that the new pricing structure has the potential to realise savings to banking costs in 2004/2005 in the vicinity of \$18,000.00 (eighteen thousand dollars).

It is recommended that Council accept the proposed fee structure from the Commonwealth Bank but advise the bank that the new fee structure is accepted only until 30 June 2005. The Commonwealth Bank should also be advised that it is Council's intention to call tenders for Banking Services to take effect from 1 July 2005.

Although the Commonwealth Bank has been Council's principal transaction banker for some time, over recent years Council's banking services have been diversified across a number of financial institutions:

- Currently less than 15% (fifteen percent) of Council's investment portfolio is with the Commonwealth Bank and this is restricted to Council's on-call account, which is used to meet day to day operational requirements.
- None of Council's existing loans are with the Commonwealth Bank.
- The National Australia Bank undertakes Council's corporate purchasing card system.
- Less than 5% (five percent) of rate payments are collected via the Commonwealth Bank agency facilities.

ORDINARY MEETING
Meeting Date: 10 August 2004

RECOMMENDATION:

That:

1. It is recommended that the proposed fee structure from the Commonwealth Bank be accepted until 30 June 2005.
2. That tenders for Banking Services be invited to take effect from 1 July 2005.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
Meeting Date: 10 August 2004

Item: 95 ORG B - Webbs Creek Road, Webbs Creek - (79342)

REPORT:

An application for a 2 (two) lot boundary adjustment made by the owners of 17 Chaseling Road, Webbs Creek was approved under delegated authority. It has been determined that the current physical vehicular access to the properties via Webbs Creek Road, is located on Crown Land. Department of Lands advise that the Crown Reserve was created by exclusion from the Crown Grant, for the original Portion 16, thus creating a reserve of 30.48 (thirty point four eight) metres on the river bank. The property owners advise that the access track has been in use in excess of 30 (thirty) years, and whilst the properties have alternative legal access to road, the access would be difficult to physically obtain.

The Department of Lands have advised that in order to rectify the matter and provide legal access to the property, Council could acquire the portion of Crown Land for road purposes under the Land Acquisition (Just Terms) Compensation Act. The Department has agreed to the acquisition subject to the payment of the Departmental costs, compensation and Council undertaking the appropriate procedures under the Act and the Commonwealth Native Title Act 1993.

The area to be acquired is 269.2sqm (two hundred and sixty nine point two square metres). The applicant has been advised and agrees that they will be responsible for all costs involved in the process. These costs will include but not necessarily be limited to the Department of Lands application fee, survey and legal costs (including Council's), valuation costs, compensation to be determined by the Valuer General and the following works:

- 1) The fencing of the flood mitigation channel that cuts through the area to be dedicated as public road, which includes the barrier fencing of the sides of the access that crosses the channel
- 2) The sealing of the access track over the existing boundary and proposed road areas from the existing edge of seal to the property boundary.

RECOMMENDATION:

That:

1. Council apply to the Minister for Local Government for approval to proceed with the acquisition of the Crown Land Reserve from Portion 16, Parish Wonga, Webbs Creek, pursuant to the Land Acquisition (Just Terms) Compensation Act, 1991, being 269.2sqm (two hundred and sixty nine point two square metres) for road purposes.
2. Council apply for the consent of the Governor to publish an acquisition notice.

ORDINARY MEETING

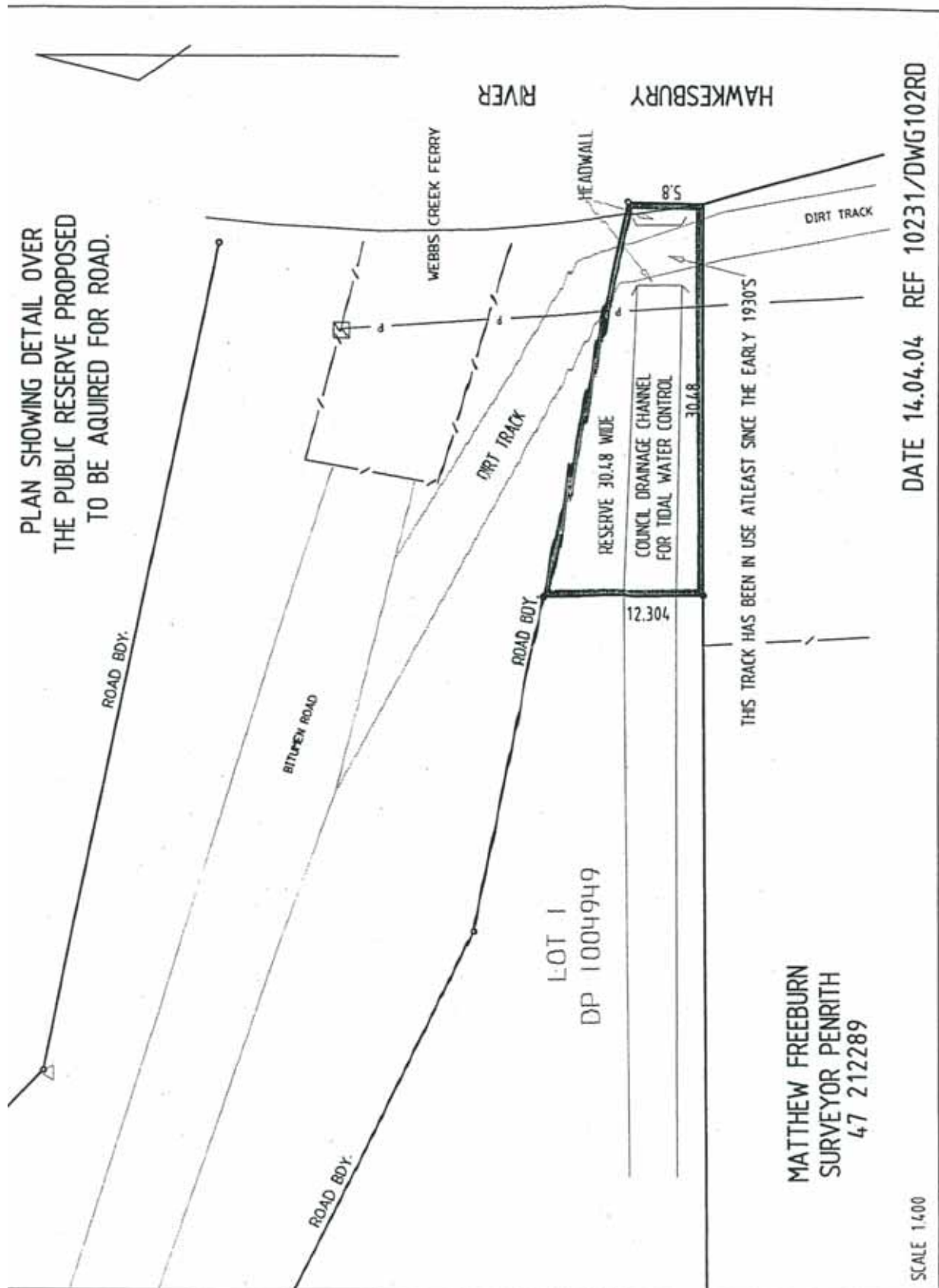
Meeting Date: 10 August 2004

3. The applicant, be responsible for all costs associated with the application, including legal fees, survey fees, valuation fees, compensation to the Crown as determined by the Valuer General. The applicant be responsible for fencing of the flood mitigation channel and sealing the access track to the satisfaction of The Director Environment and Development Branch.
4. All necessary documents be executed under the seal of Council.

ATTACHMENTS:

AT - 1 Location Plan.

ORDINARY MEETING
Meeting Date: 10 August 2004



ORDINARY MEETING
Meeting Date: 10 August 2004

Item: 96 ORG B - Acceptance of Funding Grant: WSROC Agriculture Heritage Initiative - (79342)

REPORT:

This report has been prepared to advise Councillors of an offer of funding from the Western Sydney Regional Organisation of Councils (WSROC) to stage a regional exhibition in conjunction with the official opening of the Hawkesbury Regional Gallery in 2005.

In March 2004, Western Sydney Councils were invited to submit applications for funding under WSROC's Agricultural Heritage Initiative Program. This program was developed by WSROC - in association with the NSW Ministry of the Arts, Museums Committee - with the aim of documenting and presenting the history and community memories of agricultural landscapes and the ways of life that they supported.

Council submitted an application seeking a \$38,000 (thirty eight thousand dollars) contribution to undertake a project entitled *AGRI/CULTURE: Recreating the Living Landscape*, which will culminate in an opening exhibition at the Hawkesbury Regional Gallery in 2005. Council has been recently advised that WSROC have approved a grant of \$32,000 (thirty two thousand dollars) for this project. The total estimated cost of the project is \$58,000 (fifty eight thousand dollars) with the balance of the funds required for the project - \$26,000 (twenty-six thousand dollars) – to be met from funds within the approved launch budget for the cultural precinct.

The opportunity to submit for funding has provided Council with an ideal opportunity to develop an opening exhibition for the Gallery, which would also include input from the Library via the Local Studies Collection and the Museum via the input of the Hawkesbury Historical Society Inc. thus initiating a process of developing programs that can link all 3 (three) cultural facilities.

The AGRI/CULTURE project will seek to identify and showcase a range of artworks and handcrafted objects that represent changes in the social, economic and cultural landscape as a result of significant agricultural changes and urbanisation from 1945-2000. The project will also record and present stories and memories that relate to these changes.

The project brief provides for the establishment of a Community Curatorium to facilitate the research and exhibition and will involve representation from the non-English speaking migrant communities, artistic and historical groups as well as the general community. It will be an opportunity for the many community groups interested in the cultural precinct to come together to jointly produce an exciting and innovative opening exhibition for the Regional Gallery.

WSROC has specified in the grant conditions that research should also cover the areas of Riverstone/ Marsden Park/ Box Hill and Rouse Hill, which will give a regional focus to the exhibition.

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A Public Program will be run in association with the exhibition and a free souvenir brochure will be produced with selected images of artwork/objects and text. The exhibition will be visually documented on slides and CD to allow future access for research and educational purposes.

The project provides for the appointment of a guest curator, Cheryle Yin-Lo, who has worked on such projects as "Anita and Beyond" and "Time and Love", which some Councillors may have visited at Penrith Regional Gallery. Ms Yin-Lo developed the project brief in conjunction with Council staff, and the grant application was approved on the basis that Ms Yin-Lo would be appointed by Council as the Exhibition Curator/Project Co-ordinator for the project.

RECOMMENDATION:

That

1. Council accept the offer of a grant of \$32,000 (thirty two thousand dollars) made available under the Western Sydney Regional Organisation of Council Agricultural Heritage Initiative as a contribution to the staging of an exhibition entitled *AGRI/CULTURE: Recreating the Living Landscape* to coincide with the opening of the Hawkesbury Regional Gallery in 2005.
2. Cheryle Yin-Lo be appointed as the Exhibition Curator/Project Co-ordinator for the project.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 97 ORG B - Unsuccessful Building Grant for New Library - (79342)

REPORT:

This report has been prepared to provide information to Councillors regarding the unsuccessful grant application lodged under the 2003/2004 round for Library Development Grants. The report recommends that Council seek to make further representations to the Premier and to state members of parliament in relation to this matter.

In February 2003, Council lodged an application to the Library Council of New South Wales seeking a \$200,000 (two hundred thousand dollar) grant as a contribution towards the costs of constructing the new Library building. In November 2003, Council was advised that its application had not been successful. Subsequent discussions between Council staff and the State Library of NSW (who administer the Library Development Grant Program) established that Council's application had been unsuccessful for 2 (two) primary reasons:

- (a) the size of the proposed new Library did not meet the population or service size requirements as set out in the Library Development Grant Guidelines.
- (b) the new Library incorporated provision for commercial floor space, which was intended to be utilised by the library to meet future demands arising from population growth. The advice from State Library staff indicated that the new Library would need to occupy the total proposed floor space (including the commercial component) at 'start-up'.

In relation to point (a) it should be noted that the design of the new Library was based on a design brief prepared by Dr David Jones from the Building and Planning Advisory Service of the State Library of New South Wales. The design brief was based on the recommended population and service benchmarks set down by the Library Council of NSW. The completed brief was adopted by Council in July 1999 and was forwarded to Council's Architects to provide the template for the design of the building and to calculate provisional costings for the new building. In November 2000 Council resolved to allocate funds to construct the new Library and to conduct a design competition for the new building. At the same time (in November 2000) the State Library of New South Wales revised its population and service benchmarks - though these changes were not formally communicated to Council.

In this context, the decision of the Library Council to decline Council's application on the basis that it did not meet the revised service and population benchmarks appears unreasonable. The design of the new library was based on a design brief prepared by a consultant from the State Library of New South Wales. Council, in good faith, subsequently proceeded to prepare a template and costings for the new library and to conduct a design competition on the basis of the design brief ostensibly prepared by the State Library. By the time Council staff became aware of changes to the population and service benchmarks for public library buildings - Council had already expended considerable funds in moving the project forward. Amendments to the proposed design would have incurred considerable additional expense.

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In relation to point (b), a requirement to occupy the total 'start up' and future floor space of 3,592 m² (three thousand, five hundred and ninety two square metres) allocated for the library service also appears unreasonable. This would entail the proposed commercial floor space within the development of 1,052m² (one thousand and fifty two square metres) being left vacant for a considerable period of time until such time as the population of the City of Hawkesbury was sufficient to warrant its use by the library.

Councillors should also be aware that falling rates of population growth within the City and a review of floor space allocations within the new Library, have suggested that the floor space allocated for the new Library will be more than sufficient to meet the revised population and service benchmarks as set down by the Library Council of NSW. Unfortunately, the grant guidelines exclude Councils from applying for funds for completed buildings - as the new Library will be completed by December 2004, Council will not be in a position to re-lodge its application in February 2005 (when applications are called for).

Conclusion

Hawkesbury City Council will have spent an amount approaching \$15.6M (fifteen point six million dollars) to meet the cost of constructing the new Library (inclusive of the commercial space intended to be utilised by the library over time). In this context, Council was seeking a grant from the State Library of NSW of \$200,000 (two hundred thousand dollars) – representing 1.2% (one point two per cent) of the total cost of the project – as a contribution to this project. When completed, the project will have more than trebled the floor space of the Windsor Central Library.

It seems a reasonable expectation that, in view of Council demonstrated commitment to the funding of improved library services for its residents, the NSW Government, through the State Library of NSW, should provide a modest contribution to this project. As it currently stands, Council is excluded from re-applying for a capital grant even if it has addressed the issues cited by the Library Council of NSW in declining Council's original application for funding. The only avenue open to Council would appear to be to make direct representations to the Hon. Bob Carr, Premier and Minister for the Arts and local state members, Mr Steven Pringle MP and Mr. Alan Shearan MP in relation to this matter.

RECOMMENDATION:

That representations be made to the Hon. Bob Carr, Premier and Minister for the Arts, and local state members, Mr Steven Pringle MP and Mr. Alan Shearan MP, to seek their support to review the decision of the Library Council of New South Wales in relation to Council's application for a capital grant for the new Library.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ORDINARY MEETING
Meeting Date: 10 August 2004

Item: 98 **ORG B - Arthritis Foundation Bike Ride Event - Trike Around Australia - (79356)**

Previous Item: 36, Ordinary (13 July 2004)
 4, Ordinary (10 February 2004)

REPORT:

At the Ordinary meeting held on 10 February 2004 it was resolved that:

- "1. Council provide in-kind support i.e. accommodation and meals for the couple on 29 June 2004 in Windsor. Funding to be provided from the Donations budget and the value of the donation not exceed \$350.00 (three hundred and fifty dollars).
2. Council provide a small welcoming ceremony on Tuesday, 29 June 2004 encouraging the local community to attend. Funding be provided from the Community Celebrations budget."

This resolution was in reference to the "Trike Around Australia" event involving Garry and Doreen Fletcher who are travelling 55,000km (fifty five thousand kilometres) around Australia with their mobile video team visiting 608 (six hundred and eight) towns on their custom built VW motorised trike, raising funds and awareness for Arthritis Australia.

The secondary goal of the trip is to highlight small outback towns, their history and places of interest in an attempt to improve tourism. Every town visited will be included onto the event's website as part of a journaling activity.

The Arthritis Foundation, Hawkesbury Branch and the Arthritis Foundation, Regional Field Officer have both expressed their interest in being involved in activities.

Due to concerns that the date was not finalised, Council resolved on 13 July that this matter be further reported to Council.

Garry and Doreen Fletcher have advised that due to difficulties with their support team they are undertaking the trip to a different timetable to the one stated early. They have confirmed that the date they are scheduled to arrive in Windsor is Tuesday, 7 September 2004. It is recommended that the changes are reflected in the resolutions.

RECOMMENDATION:

That:

ORDINARY MEETING

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1. Council provide in-kind support i.e. accommodation and meals for the team undertaking the Arthritis Foundation Bike Ride Event Trike Around Australia arrival in Windsor. Funding to be provided from the Donations budget and the value of the donation not to exceed \$350.00 (three hundred and fifty dollars).
2. Council provide a small welcoming ceremony on Tuesday, 7 September in Windsor, encouraging the local community to attend. Funding to be provided out the 2004/2005 Community Celebrations budget. Expenditure not to exceed \$1,000.00 (one thousand dollars).

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 99 RES B - Networking Strategy - Welcoming New Businesses - (91811)

REPORT:

Background

A current practice for Council in welcoming new residents to the Hawkesbury region is to issue a "Welcome Pack" upon:

- Contact with new residents over-the-counter in Council offices and libraries;
- Notification of Electoral Role changes via the Australian Electoral Commission;
- Contact with prospective residents through Tourism Hawkesbury Inc.;
- Contact with prospective residents through local law firms, conveyancers, RAAF and UWS;
- Contact with new residents and businesses via the DA process; and
- Contact with new residents and businesses via Council website.

The "Welcome Pack" contains a letter of welcome from the General Manager and Mayor and general information relating to the functions of Council, cultural heritage, regional endowments, local features and services.

Purpose

While the Welcome Pack is a useful communication tool for its intended purpose, it does not necessarily provide Council with the best opportunity to develop a relationship with the operator or owner of a new business enterprise or division.

It is proposed that Council host a series of events for the purpose of developing stronger linkages with the business owners and managers that have recently either moved into or commenced operations within the Hawkesbury Local Government Area (LGA) and to create a forum for networking with Councillors and senior staff. This would form part of an overall networking strategy of the Commercial Response Unit (CRU).

A "Welcome to Hawkesbury" Mayoral Reception evening hosted by Council 2 (two) to 3 (three) times per annum (dependant upon numbers) would provide an ideal forum for such business owners and managers to meet with Councillors, the General Manager and senior staff in a face-to-face setting:

- To hear first-hand from Council about recent and future commercial initiatives;
- To enable Councillors to share their business experiences; and

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- To initiate and build relationships between new business operators and with Council.

Management

New business contacts would be generated via existing channels along with notification services provided by Information Brokers as published by the Australian Securities and Investments Commission (ASIC). Event management will be co-ordinated by Council staff. These events will operate in addition to other networking initiatives being undertaken or currently under consideration by Council's Commercial Response team.

Funding

It is estimated that each event will cost approximately \$925.00 (nine hundred and twenty five dollars). Required funding will be met from the CRU budget as approved in the Management Plan.

RECOMMENDATION:

Council approve up to 3 (three) "Welcome to Hawkesbury" Mayoral Reception evenings per annum for the purpose of welcoming new business operators recently established within the Hawkesbury Local Government Area.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

ordinary

section 6

reports
of committees

ORDINARY MEETING

Reports of Committees

SECTION 6 - Reports of Committees

ROC - Floodplain Management Committee Meeting - 10 May 2004 - (86589)

The meeting commenced at 4:00pm

Present:	Councillor Kevin Conolly	Hawkesbury City Council
	Councillor Trevor Devine	Hawkesbury City Council
	Mr David Scott	Department of Defence
	Ms Catherine Gillespie	DIPNR
	Mr Marcus Walsh	DIPNR
	Mr Mal McKeown	DAMIT
	Mr Kevin Jones	SES Headquarters
	Mr Peter Cinque	SES Sydney Western Division
Apologies:	Councillor Ted Books	Hawkesbury City Council
	Councillor Leigh Williams	Hawkesbury City Council
	Mr Rob Bowman	Department of Agriculture
	Ms Laurel Cheetham	DIPNR
In Attendance:	Mr Malcolm Ryan	Hawkesbury City Council
	Mr Chris Amit	Hawkesbury City Council

REPORT:

1. Minutes of Previous Meeting

The minutes of the meeting of 8 March 2004 were accepted and moved by Kevin Jones, seconded by Catherine Gillespie.

2. Chair of Committee

Kevin Connolly was recommended to be Chair of the Committee, moved by Trevor Devine, seconded by Mal McKeown.

It was also noted by the Committee, the new Constitution will be dealt with at the June meeting.

ORDINARY MEETING

Reports of Committees

3. Digital Terrain Model

Mr Chris Amit outlined the issues with the development of the Digital Terrain Model. Major concern being the different levels of accuracy between the information around Richmond and Windsor, and that information downstream from Sackville to Wiseman's Ferry.

Meetings were to be held with the SES to determine the availability of funding for the collection and gathering of more accurate information.

4. Floodplain Strategy

The issue of the capacity of the evacuation routes was discussed and it is also understood that the SES will supply Council with a map showing the catchments of each evacuation routes, so that up to date Census information can be prepared. The object is to protect life, as well as property, but not reduce the margin of safety involved with the evacuation routes.

Marcus Walsh will prepare a report on the Structural Solutions that were investigated during the preparation.

It has also identified a need to improve the public's awareness of the understanding of the flood behaviour.

5. Flood Conference

No members of the Committee wish to attend the Flood Conference.

6. Budget

Chris Amit outlined the current allocations in Council's budget for further studies of MacDonald River and Cattai Catchments.

7. Other Business

(a) Flood Awareness Week

Members of the Committee express the desire to help prepare a Flood Awareness Week option, so that the Community is better informed of flood and any issues, and it should be co-ordinated with the SES's preparation of their Community Consultation work.

Mal McKeown then presented a video tape prepared by Sydney Water, associated with the proposal for Warragamba Dam.

ORDINARY MEETING

Reports of Committees

(b) Briefing Sessions for Councillors

Peter Cinque agreed that the SES would be happy to prepare a briefing session for Councillors, which can be scheduled in the near future.

8. Next Meeting

The next meeting is to be held Monday, 7 June 2004, at 4:00pm in the Council's Small Committee Room.

ATTACHMENTS:

There are not supporting documents.

oooO END OF REPORT Oooo

ORDINARY MEETING

Reports of Committees

ROC - Heritage Advisory Committee - 10 June 2004 - (80242)

The meeting commenced at 5:30pm

Present: Councillor Books
Alan Aldrich
Debra Hallam
Dennis Bradshaw
Donald Ellsmore (Heritage Advisor)
Lucy Voukes
Max Hatherley
Ian Jack

Apologies: Graham Edds
Louise McMahon
Michelle Nichols
Robert Montgomery

In Attendance: Karen Mion
Greg Hall

REPORT:

1. Confirmation of Minutes

The minutes of the meeting of 13 May 2004 were adopted, with no changes.

2. Correspondence

Nil.

3. Speaker on Aboriginal Heritage - Jack Brook

Jack Brook addressed the committee on the issue of Aboriginal heritage. Mr Brook discussed various sites in the Hawkesbury which were rich in Aboriginal heritage and gave illustrated examples of engravings and drawings that have been discovered.

Mr Brook explained that while in many regions/countries people look for heritage in things that have been built, in the Hawkesbury there is a need to look for different things.

ORDINARY MEETING

Reports of Committees

4. Report from Heritage Advisor

Donald Ellsmore advised the Committee that there was nothing specific to report.

5. Items

5.1 *Richmond Park Conservation Management Plan (Sean Perry)*

Karen Mion advised the committee that Sean Perry (Manager Parks and Recreation) had advised that the Richmond Park Conservation Management Plan (CMP) had been on public exhibition and the comments received had been passed onto the consultants for consideration. Council was currently awaiting submission of the final version of the CMP from the consultants.

Ian Jack questioned this advice this and requested a further report from Sean Perry. Ian believed that the final version was with Council.

5.2 *Slab Barns (Philip Pleffer)*

A summary prepared by Philip Pleffer on the funding that had been allocated under the Slab Outbuilding Scheme (SOS) was tabled. The importance of slab barns and outbuildings was discussed by the committee. Given their importance and the knowledge that people will naturally give priority to the restoration of the main structure on a property rather than an outbuilding, the importance of the scheme in encouraging the conservation of outbuildings was recognised.

Concern was raised over any loss of funding to the SOS. The committee requested details of the funding budgeted to this scheme in the 2004/2005 budget.

6. General Business

6.1 *Jack Brooks*

The committee agreed to send a letter of thanks to Jack Brook for his address to the Committee on Aboriginal Heritage.

6.2 *Nominate a Heritage Item*

Alan Aldrich discussed with the committee that he considered that 'the way of life' was of heritage value, however this obviously had listing problems. It was agreed to discuss the 'nominate a heritage item' at the next meeting as per the agenda.

6.3 *Inalls Lane*

Councillor Books advised that he and Robert Montgomery had visited Inalls Lane and that they will be reporting back to the committee at the next meeting when Robert is in attendance.

ORDINARY MEETING

Reports of Committees

7. Next Meeting

Next meeting is to be held on 8 July 2004 at 5:30pm.

Meeting closed at 6:45pm.

ATTACHMENTS:

There are no supporting documents.

oooO END OF REPORT Oooo

ORDINARY MEETING

Reports of Committees

ROC - Floodplain Management Committee Meeting - 7 June 2004 - (86589)

The meeting commenced at 4:00pm

Present:	Councillor Kevin Conolly Councillor Trevor Devine Councillor Ted Books Mr David Scott Ms Catherine Gillespie Mr Marcus Walsh Mr Kevin Jones Mr Peter Cinque Mr Les Sheather	Hawkesbury City Council Hawkesbury City Council Hawkesbury City Council Department of Defence DIPNR DIPNR SES Headquarters SES Sydney Western Division DAMIT
Apologies:	Councillor Leigh Williams Mr Rob Bowman Ms Laurel Cheetham	Hawkesbury City Council Department of Agriculture DIPNR
In Attendance:	Mr Malcolm Ryan Mr Chris Amit	Hawkesbury City Council Hawkesbury City Council

REPORT:

1. Minutes of Previous Meeting

The minutes of the meeting of 10 May 2004 were accepted and moved by Trevor Devine, seconded by Kevin Jones.

2. Digital Terrain Model

Mr Chris Amit gave an update on the results from Qasco. Discussion with BHSC. Grant application \$200,000 – application to DIPNR for consideration.

3. Presentation by Marcus Walsh

Marcus Walsh presented study of structural options that found the background to the Hawkesbury/Nepean Strategy.

Catherine Gillespie to supply five copies of the Strategy for the committee.

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Reports of Committees

4. SES

A discussion occurred on the various pamphlets produced by the SES.

5. Constitution

First draft of the Constitution to be completed for next meeting. Committee to be known as 'Floodplain Risk Management Committee'.

6. Other Business

- Discussion on the content of information contained in various pamphlets produced by SES & Hawkesbury/ Nepean Strategy Team
- Public Awareness campaign - SES to present at the next Committee Meeting.
- Kevin Conolly requested that all types of responses be considered not only for the 1:100 year flood but intermediate flood levels as well, up to probable maximum flood.
- Keep to local MP's informed of the Committee Meetings.
- What height would the sewerage treatment plants become disabled?

7. Next Meeting

The next meeting is to be held Monday, 12 July 2004, at 4:00pm in the Council's Small Committee Room.

ATTACHMENTS:

There is no supporting documentation.

oooO END OF REPORT Oooo

ORDINARY MEETING

Reports of Committees

ROC - Local Traffic Committee - 21 July 2004 (80245)

The meeting commenced at 3.00pm

-
- Present:** Councillor B Bassett (Chairman)
Mr J Christie, Office of Mr A Shearan, MP
Mr T O'Brien, Office of Mr S Pringle, MP
Sen Constable C Hamilton, NSW Police Service
- Apologies:** Mr R Elson, Department of Transport
- In Attendance:** Mr C Amit, Manager Design & Mapping Services
Mrs J Hogge, Road Safety Officer
Mr T Shepherd, Administrative Officer, Asset Services & Recreation
-

REPORT:

1. MINUTES OF PREVIOUS MEETING

- 1.1 The minutes of the meeting held on 16 June 2004 were confirmed.

2. BUSINESS ARISING

2.1 Crowleys, Yarramundi and Inalls Lanes, Agnes Banks - Traffic Safety

Further discussion of traffic safety issues in relation to Item 3.12, Crowleys, Yarramundi and Inalls Lanes, Agnes Banks ensued.

Recommendation:

That Item 3 of the Committee's resolution dated 16 June 2004 be altered to include reference to extensive traffic queues back into Richmond township, thus making the Committee's complete resolution in respect of this matter as follows:

1. barrier lines be marked for the full length of Crowleys Lane and Inalls Lane and on the section of Yarramundi Lane starting from Kurrajong Road for a length of 1.35 km. RRPMs be installed along these barrier lines at 12m intervals.
2. the following signs be installed:
 - a. "Crest" sign (W5-11) in Crowleys Lane, 80 metres advance of the vertical curve,

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Reports of Committees

- b. “Reverse Curve” (W1- 4) and “Crest” (W5-11) signs in Inalls Lane, 80 metres advance of the reverse curve,
- c. “T-junction” sign (W2-3) in Crowleys Lane, 80 metres advance of the intersection with Yarramundi Lane and,
- d. “Cross Road” sign (W2-1) in Yarramundi Lane, 80 metres advance of the intersection with Kurrajong Road.
- e. NSW Police Service be requested to undertake regular monitoring of these roads.

“3. *that the Roads & Traffic Authority be requested to investigate the following turning restrictions to improve traffic flow through the intersection to reduce extended traffic queues as far as Richmond township and reduce traffic conflict:*

a) *‘No Left Turn’ from the southern axis of Old Kurrajong Road westbound onto Bells Line of Road during the afternoon peak period of 3.00pm-7.00pm; and,*

b) *‘No Right Turn’ from the western axis of Bells Line of Road southbound onto Old Kurrajong Road during the morning peak period of 6.00am-9.00am.”*

3 REPORTS

3.1 Mt Wilson to Bilpin Bush Run - Mt Irvine Rd & Bells Line of Rd, Bilpin (Hawkesbury)

Introduction:

Council has received an application from Bilpin Bush Fire Brigade seeking approval to conduct the Mt Wilson to Bilpin Bush Run on Saturday, 21 August 2004. The route of the bush run involves roads in the Blue Mountains and Hawkesbury Council areas. The event is an annual 35 km bush run which starts in Mt Wilson (Blue Mountains Council) and proceeds mainly via fire trails and private property to a 1 km long section of Mt Irvine Road, 2 km long section of Bells Line of Road and terminates at Bilpin Community Hall.

Mt Irvine Road is a very low traffic (ADT<100) carrying gravel road. The last 2 kms of the run is along the northern verge of Bells Line of Road which is a State Road. Bilpin Bush Fire Brigade has informed that traffic and participants are separated by a verge of approximately 10 metres along this 2 km long section of Bells Line of Road. Also, they have advised that there will be approximately 300 runners participating in the run, which will be held between 7.00am and 3.00pm and the groups of runners do not generally exceed three with only very occasional groups of up to five (based on past experience) on Bells Line of Road which is near the finish of a 35 km very arduous run.

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Discussion:

This event be classified as a “Class 2” special event under the “Traffic Management for Special Events” guidelines issued by the Roads & Traffic Authority as this event will disrupt minor traffic and transport systems and there is a low scale disruption to the non-event community. This classification is based on the advice received from the RTA’s Manager of Business Processes and he stated that this is a small “Class 2” special event.

The LTC has resolved on 12 August 2003, pending receipt of independent legal opinion as to the liability of Council, and its Officers, to Work Cover under the “Guide to Traffic and Transport Management for Special Events”, that event organisers be required to submit a Traffic Management Plan (TMP) incorporating a Traffic Control Plan (TCP) direct to the Transport Management Centre, Roads and Traffic Authority for review and approval of the TMP and TCP.

Accordingly, it will be necessary for the applicant to submit a Traffic Management Plan incorporating a Traffic Control Plan to the Transport Management Centre, Roads and Traffic Authority for review and approval. This Traffic Control Plan should be prepared by a person holding appropriate certification required by the Roads & Traffic Authority. The NSW Police Service has notified Council that they have no objection for this event.

Recommendation:

That:

1. this event is classified as a “Class 2” special event under the “Traffic Management for Special Events” guidelines issued by the Roads & Traffic Authority.
2. The event organiser to obtain a copy and become familiar with the contents of the RTA publication “Guide to Traffic and Transport Management for Special Events” (Version 3.2) which explains the responsibilities of the event organiser in detail.
3. That no objection be held to this event subject to compliance with the following conditions:
 - a) the applicant submitting a Traffic Management Plan for the entire route incorporating a Traffic Control Plan to the Transport Management Centre, Roads and Traffic Authority for review and approval. This Traffic Control Plan should be prepared by a person holding appropriate certification required by the Roads & Traffic Authority;
 - b) the event organiser/applicant undertaking a Risk Assessment of the event to be conducted including pre-event preparations; this assessment must identify potential hazards and the procedures that need to be implemented to eliminate or control those hazards; the event organiser/applicant is responsible for ensuring that procedures are followed and that they comply with the requirements of the Occupational Health and Safety Regulations 2001;

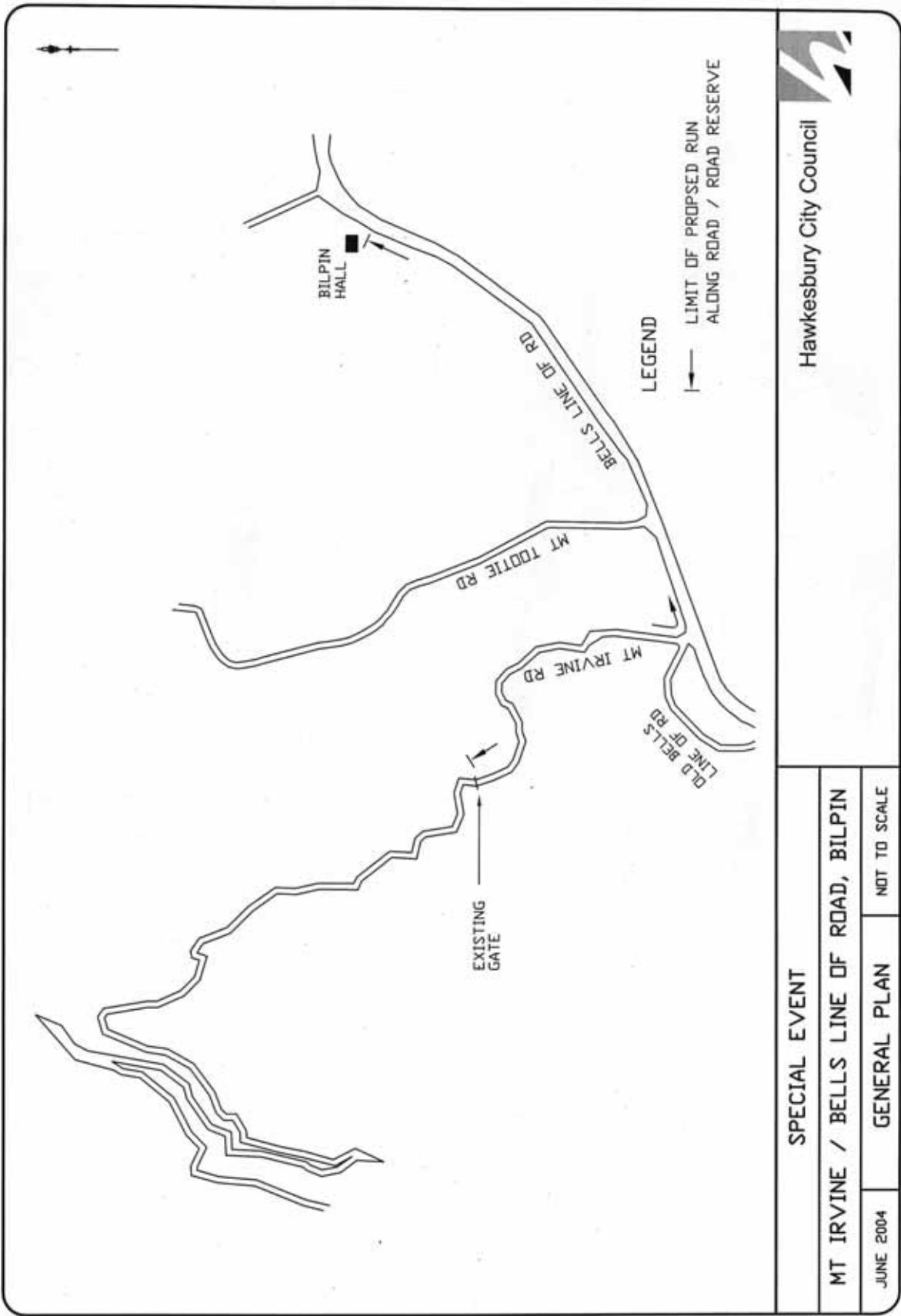
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- c) all traffic controllers operating within the public road network holding appropriate certification required by the Roads & Traffic Authority; (It should be noted that a Traffic or Parking Marshal does not control traffic and has no legal authority on a public road.)
- d) the applicant submitting to Council and RTA, a copy of its Public Liability Policy in an amount not less than \$10,000,000 and indemnifying Council and RTA in respect of the event;
- e) all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately on completion of the activity;
- f) the applicant notifying the details of the event to ambulance, fire brigades/Rural Fire Service and SES;
- g) the applicant advertising the event in the local press two weeks prior to the event;
- h) the applicant obtaining approval from Blue Mountains City Council for their roads and from the National Parks and Wildlife Service for the use of Blue Mountains National Park.

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ORDINARY MEETING

Reports of Committees

3.2 Scarecrow Festival/Road closure - Old Bells Line of Road, Kurrajong (Hawkesbury)

Introduction:

Council has received an application from the Scarecrow Committee seeking approval to conduct the Kurrajong Scarecrow Festival on Sunday, 24 October 2004. This is a day-long festival held in Kurrajong and seeking a full days closure of a section of Old Bells Line of Road in the outskirts of Kurrajong township to provide a level space for stallholders and the public to walk through, as the local park is unsuitable for this purpose due to it having various levels and sloping banks. The area proposed to close is a 150m long section of Old Bells Line of Road located between the Grose Vale Road intersection and the driveway to Kurrajong Antique Centre from 5.30am to 6.00pm.

It is stated in the Traffic Management Plan that the safety of the festival will be improved with the removal of through traffic on this section of the road. The remainder of the town centre is also expected to be involved in this annual event with bunting and individual shop promotions during the day. As locals and tourists use Old Bells Line of Road to enter and leave the Kurrajong township on the western side of the township, a detour is proposed by the applicant to direct traffic to alternative entry points as shown on the attached plan. The diversion route for traffic is:

In bound from Bells Line of Road

via western leg of Old Bells Line of Road

left at Kurrajong Road

continue along Kurrajong Road or right at Woodburn Road to Old Bells Line of Road

Out Bound from Old Bells Line of Road

left at Woodburn Road

left at Kurrajong Road

right at western leg of Old Bells Line of Road to Bells Line of Road

Where traffic is coming into the township via the eastern leg of Bells Line of Road and they wish to turn right at the intersection of Old Bells Line of Road and Grose Vale Road to exit the town, they can make a 'u' turn at the Kurrajong public school bus bay to return down the road.

Discussion:

This event is classified as a "Class 2" special event under the "Traffic Management for Special Events" guidelines issued by the Roads & Traffic Authority as this event will disrupt minor traffic and transport systems and there is a low scale disruption to the non-event community. This classification is based on the advice received from the RTA's Manager of Business Processes and he stated that this is a typical "Class 2" special event.

The LTC has resolved on 12 August 2003, pending receipt of independent legal opinion as to the liability of Council, and its Officers, to Work Cover under the "Guide to Traffic and Transport Management for Special Events", that event organisers be required to submit a Traffic Management Plan (TMP) incorporating a Traffic Control Plan (TCP) direct to the Transport Management Centre, Roads and Traffic Authority for review and approval of the TMP and TCP.

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Accordingly, it will be necessary for the applicant to lodge an application seeking approval to conduct the event with NSW Police Service under section 23, Summary Offences Act, 1988. After receiving this Police approval, it will be necessary for the applicant to submit a Traffic Management Plan incorporating a Traffic Control Plan to the Transport Management Centre, Roads and Traffic Authority for review and approval. This Traffic Control Plan should be prepared by a person holding appropriate certification required by the Roads & Traffic Authority.

Recommendation:

That

1. this event be classified as a “Class 2” special event under the “Traffic Management for Special Events” guidelines issued by the Roads & Traffic Authority.
2. The event organiser to obtain a copy and become familiar with the contents of the RTA publication “Guide to Traffic and Transport Management for Special Events” (Version 3.2) which explains the responsibilities of the event organiser in detail.
3. That no objection be held to this event subject to compliance with the following conditions:
 - a) the applicant obtaining approval from the NSW Police Service to conduct this event under section 23, Summary Offences Act, 1988;
 - b) the applicant submitting a Traffic Management Plan for the entire route incorporating a Traffic Control Plan to the Transport Management Centre, Roads and Traffic Authority for review and approval. This Traffic Control Plan should be prepared by a person holding appropriate certification required by the Roads & Traffic Authority;
 - c) the event organiser/applicant undertaking a Risk Assessment of the event to be conducted including pre-event preparations; this assessment must identify potential hazards and the procedures that need to be implemented to eliminate or control those hazards; the event organiser/applicant is responsible for ensuring that procedures are followed and that they comply with the requirements of the Occupational Health and Safety Regulations 2001;
 - d) all traffic controllers operating within the public road network holding appropriate certification required by the Roads & Traffic Authority; (It should be noted that a Traffic or Parking Marshal does not control traffic and has no legal authority on a public road.)
 - e) the applicant submitting to Council and RTA, a copy of its Public Liability Policy in an amount not less than \$10,000,000 and indemnifying Council and RTA in respect of the event;
 - f) all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately on completion of the activity;

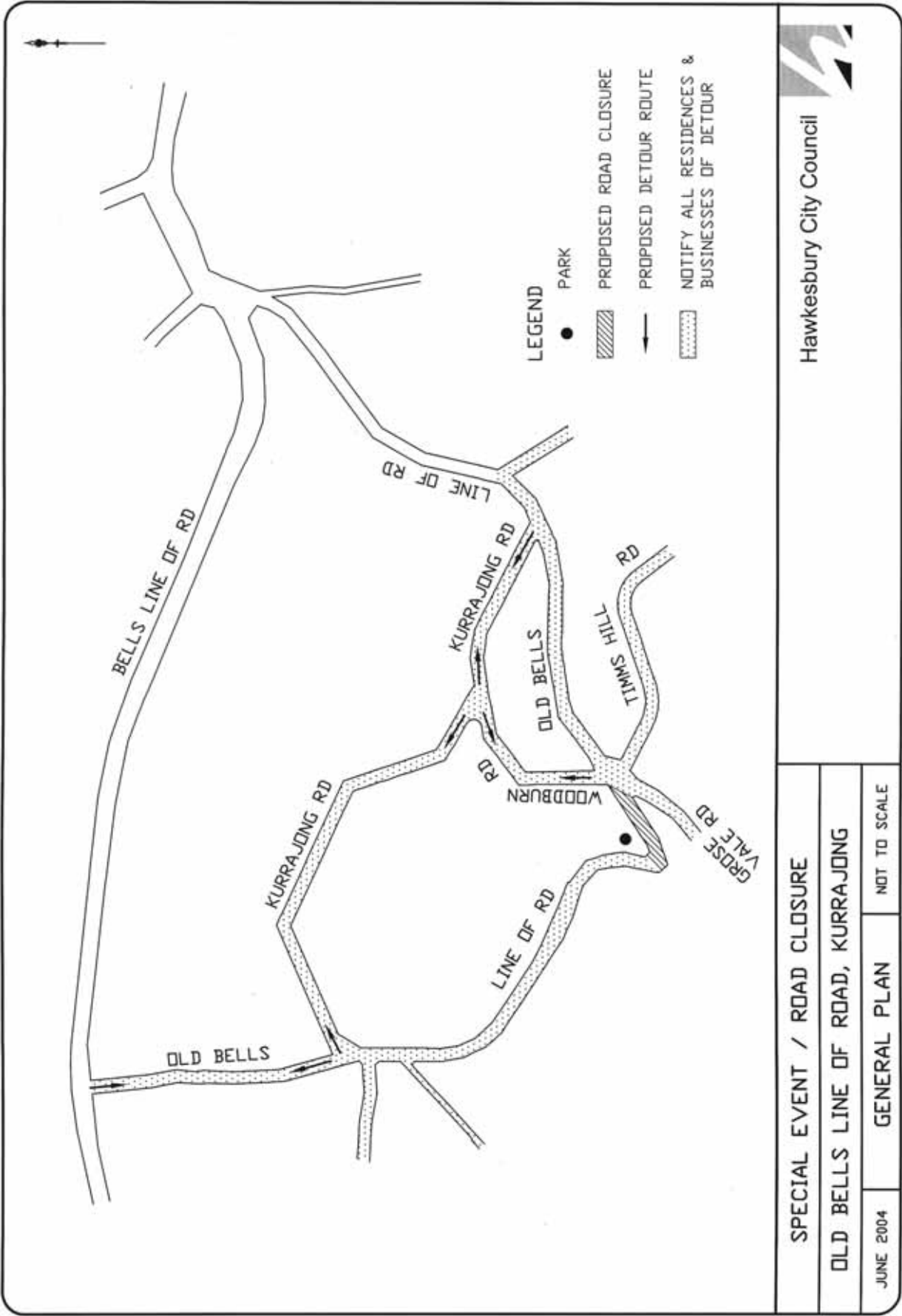
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- g) the applicant notifying the details of the event and the street closure to ambulance, fire brigades/Rural Fire Service and SES;
- h) the applicant advertising the event and street closure in the local press two weeks prior to the event;
- i) The applicant directly notifying the bus company, tourist bus operators, taxi company, Kurrajong Rural Fire Service and all residences and businesses (shown on the attached plan) affected by the proposed road closure and
- j) Access being maintained for Kurrajong Rural Fire Service, shops, residents and their visitors.
- k) A clear passageway within the closure of at least 4 metres width being maintained at all times for emergency vehicles.
- l) Appropriate advisory signs be placed along the detour route in accordance with the approved Traffic Management Plan and Traffic Control Plan to advise motorists of the bypass route.

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3.3 Speed review - Avoca Road, Grose Wold (Hawkesbury)

Introduction:

Representation has been received from Mr Scott Daczko of 67 Avoca Road, Grose Wold requesting that consideration be given to installing appropriate regulatory speed limit signage on Avoca Road, Grose Wold.

It is considered appropriate to discuss the regulatory speed limit of Scotts Farm Road as well in this report as this road runs off Avoca Road.

Discussion:

Avoca Road and Scotts Farm Road are local roads in Grose Wold. There are no regulatory speed limit signs on these two roads. The horizontal alignment of Avoca Road consists of a sub-standard curve and straight sections and Scotts Farm Road consists of a straight section. The vertical alignment consists of a series of steep vertical curves on these two roads. There are rural land lots with very wide road frontage on Avoca Road and Scotts Farm Road. The RTA Accident Database indicates one injury accident on Avoca Road and no reported accidents on Scotts Farm Road during the period from July 1998 June 2003.

The characteristics of the two roads are detailed in the following table:

Road name	Traffic volume (ADT)	85 th percentile speed (kph)	Average sealed width	Road length
Avoca Rd	317	81	5.3 m	1.6 km
Scotts Farm Rd	96	77	5.0 m	0.8 km

The safe negotiable speed based on a ball bank indicator test, on the horizontal curve located at a distance of 200m from Grose Wold Road is 35 kph. This curve is combined with a steep vertical curve. There is barrier line marking along this curve. It would be appropriate to install the following signs to guide the traffic safely along this curve:

- install a "Curve" sign and a "35 kph" advisory speed sign for southbound traffic at a point 130m south of Grose Wold Road,
- attach a "35 kph" advisory speed sign to the existing "Curve" sign for eastbound traffic and
- replace the existing four undersized "Chevron Alignment Marker" signs with size A signs at 12 metre intervals for a length of 84m along the outer edge of the curve for south and east bound traffic.

Considering the current sealed carriageway width, function of the road and the vertical alignment of these two roads, it would be appropriate to install 60 kph regulatory speed limit signs in Avoca Road and Scotts farm Road.

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The intersection of Avoca Road and Grose Wold Road is a “T” intersection. This intersection should be governed by “Give Way” signage (and not “Stop” signage) on Avoca Road, as there is adequate sight distance of vehicles approaching the intersection on Grose Wold Road. It would be appropriate to install a “Give Way” line, a “Give Way” sign and a 120m long barrier line leading to the proposed “Give Way” line in Avoca Road at this intersection to improve traffic safety. In addition, a “Give Way Ahead” sign should be installed, 100m in advance of the proposed “Give Way” sign, as there is restricted sight distance to the “Give Way” sign due to a vertical curve.

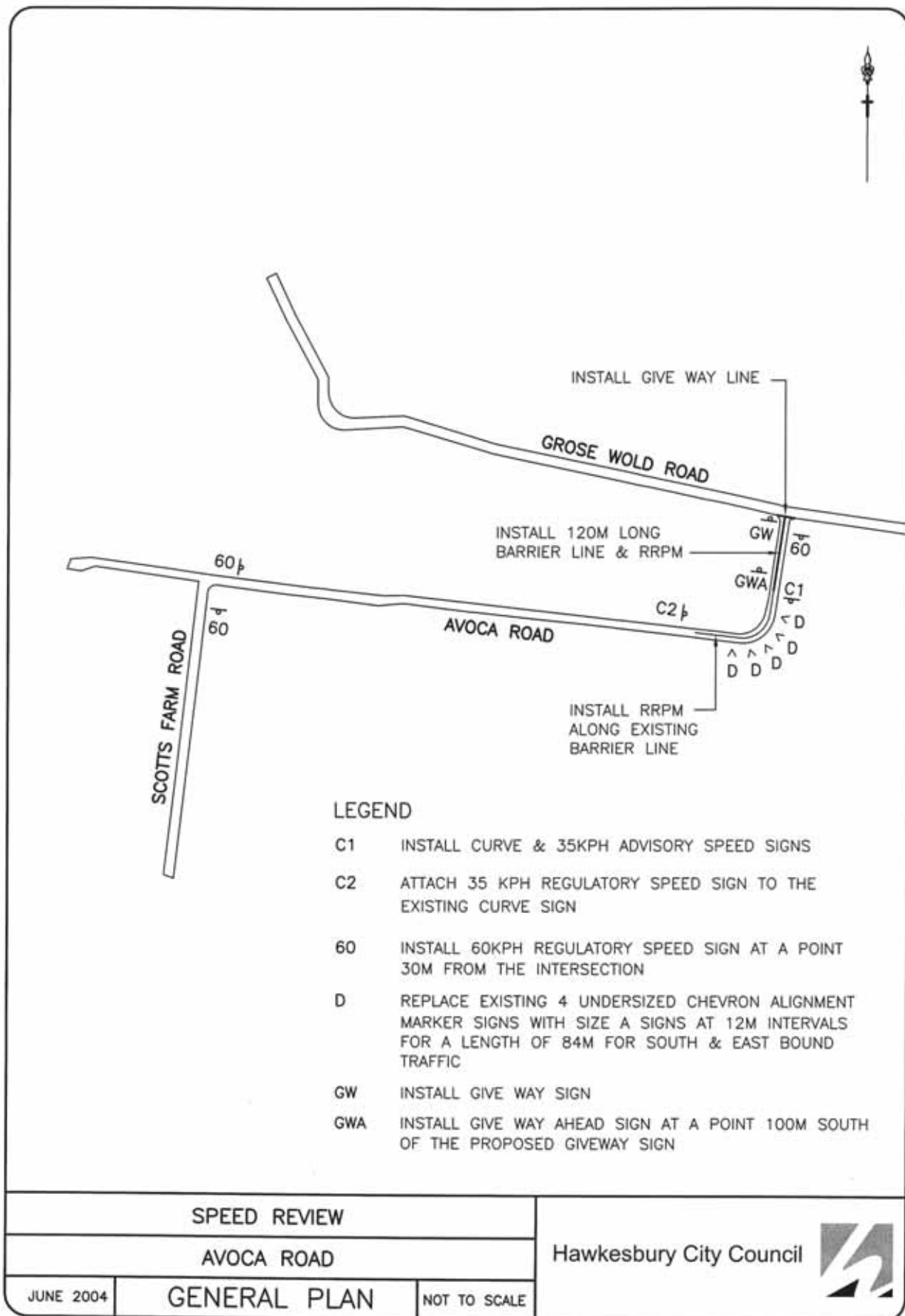
Recommendation:

That:

1. the RTA be requested to give consideration to installing 60 kph regulatory speed limit signs at the following locations:
 - a) in Avoca Road at a point 30m south of Grose Wold Road for southbound traffic,
 - b) in Avoca Road at a point 30m east of Scotts Farm Road for eastbound traffic and,
 - c) in Scotts Farm Road at a point 30m south of Avoca Road for southbound traffic.
2. the following advisory signs be installed in Avoca Road:
 - a) a “Curve” sign and a “35 kph” advisory speed sign for southbound traffic at a point 130m south of Grose Wold Road,
 - b) a “35 kph” advisory speed sign be attached to the existing “Curve” sign for eastbound traffic and,
 - c) the existing four undersized "Chevron Alignment Marker" signs be replaced with size A signs at 12 metre intervals for a length of 84m along the outer edge of the curve for south and east bound traffic.
 - d) a “Give Way” line, a “Give Way” sign and a 120m long barrier line leading to the proposed “Give Way” line and RRPM along existing and proposed barrier lines be installed in Avoca Road at its intersection with Grose Wold Road. Also, a “Give Way Ahead” sign be installed in Avoca Road, 100m in advance of the proposed “Give Way” sign.

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3.4 Parking restrictions – Council land at the intersection of Terrace Road/Bells Line of Rd, North Richmond (Hawkesbury)

Introduction:

Representation has been received from a user of the water filling station located in Council owned land at the intersection of Terrace Road and Bells Line of Road, North Richmond regarding parking of vehicles in this premises by visitors to the church (especially during weekends) and blocking the usage of the water filling facility. He has requested that consideration be given to installing “No Parking” signs to prevent parked vehicles blocking this facility.

Discussion:

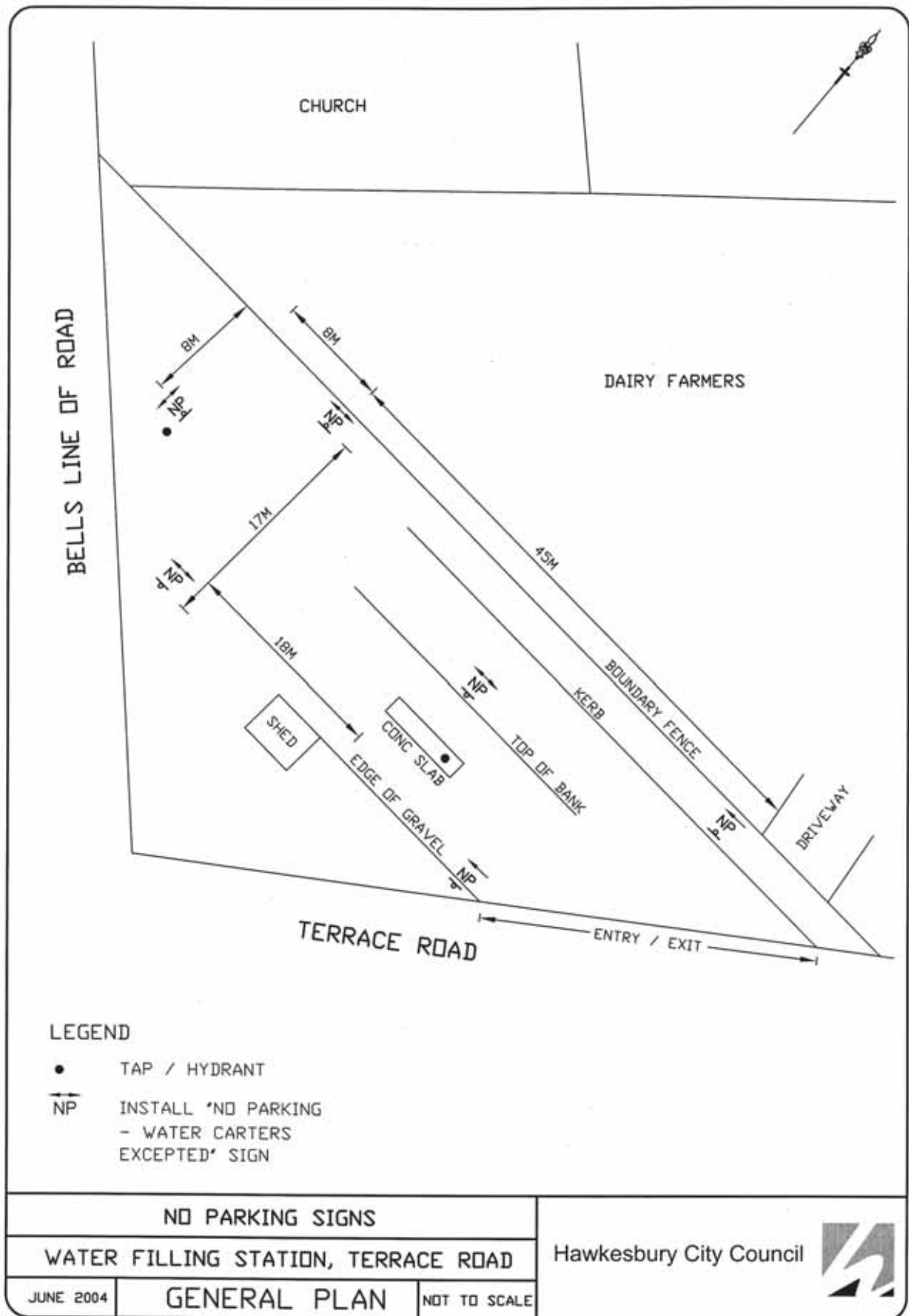
The water filling station located at the intersection of Terrace Road and Bells Line of Road is accessed via Terrace Road. It would be appropriate to install six “No Parking – Water Carters Excepted” signs in the water filling station premises at the locations shown on the attached plan to prevent parked vehicles blocking this facility. There are ample parking spaces available for church visitors on Terrace Road and Bells Line of Road adjacent to the church.

Recommendation

That six “No Parking – Water Carters Excepted” signs be installed in the water filling station premises at the locations shown on the attached plan.

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3.5 Traffic safety – Intersection of William Street/Bourke Street, Richmond Londonderry

Introduction:

Mr J Christie has raised concerns in relation to the traffic safety of vehicles exiting William Street into Bourke Street, Richmond at the Local Traffic Committee meeting held on 16 June 2004 due to the construction of the new East Richmond Railway Station carpark.

Discussion:

William Street is a local road in Richmond and approximately 150 metres in length. There is a closed boom gate in William Street (no through traffic) at a distance of 50 metres from Bourke Street. There is only one garage in this 50 metre long section on the northern side of William Street. The access to the new Railway carpark is via William Street and is situated on the southern side of William Street. The distance between William Street and the railway line is approximately 10 metres. The distance from William Street to the traffic lights at the intersection of Bourke Street and William Street is approximately 100 metres. The sealed carriageway width of William Street between the carpark entrance and Bourke Street is 6.5 metres. The carpark has a capacity for 52 vehicles. The regulatory speed limit of Bourke Street is 50 kph.

The following was resolved at the Local Traffic Committee meeting held on 11 June 1996:

1. Upon construction of the East Richmond Railway Station carpark that No Stopping signage be erected on that section of William Street servicing that carpark; and,
2. Installation of an appropriate traffic management device to prevent a right turn manoeuvre from William Street to Bourke Street.

Therefore, it would be appropriate to install a “No right turn” sign (R2-6 R) on the power pole in Bourke Street opposite to William Street and a “No right turn” (R2-6 R) and an “At Bourke Street” signs in the concrete island located at the carpark exit. Refer to the attached plan. It is not possible to install a physical device/island in William Street to prevent right turn manoeuvre from William Street to Bourke Street due to the current width of William Street on which two-way movements are allowed.

The intersection of William Street and Bourke Street is a “T” intersection. This intersection should be governed by “Giveway” signage (not “Stop” signage) on William Street, as there is adequate sight distance of the vehicles approaching the intersection on Bourke Street. Therefore, it would be appropriate to install a “Giveway” line, a “Giveway” sign and a 10m long barrier line leading to the proposed “Giveway” line in William Street at this intersection to improve traffic safety.

In addition, it would be appropriate to introduce a "No Stopping" zone on both the northern and southern sides of William Street for a length of 25 metres from Bourke Street to allow for the turning manoeuvre while exiting the carpark and to close this "No Stopping" zone in Bourke Street at a point 10 metres north of William Street. Also, two “No Stopping” signs be installed to introduce a 20 metre long “No Stopping” zone on the eastern side of Bourke Street as it is stipulated in Australian Road Rules that a driver must not stop on a road within 20 metres before the nearest rail track. The positions of the signs are shown on the attached plan.

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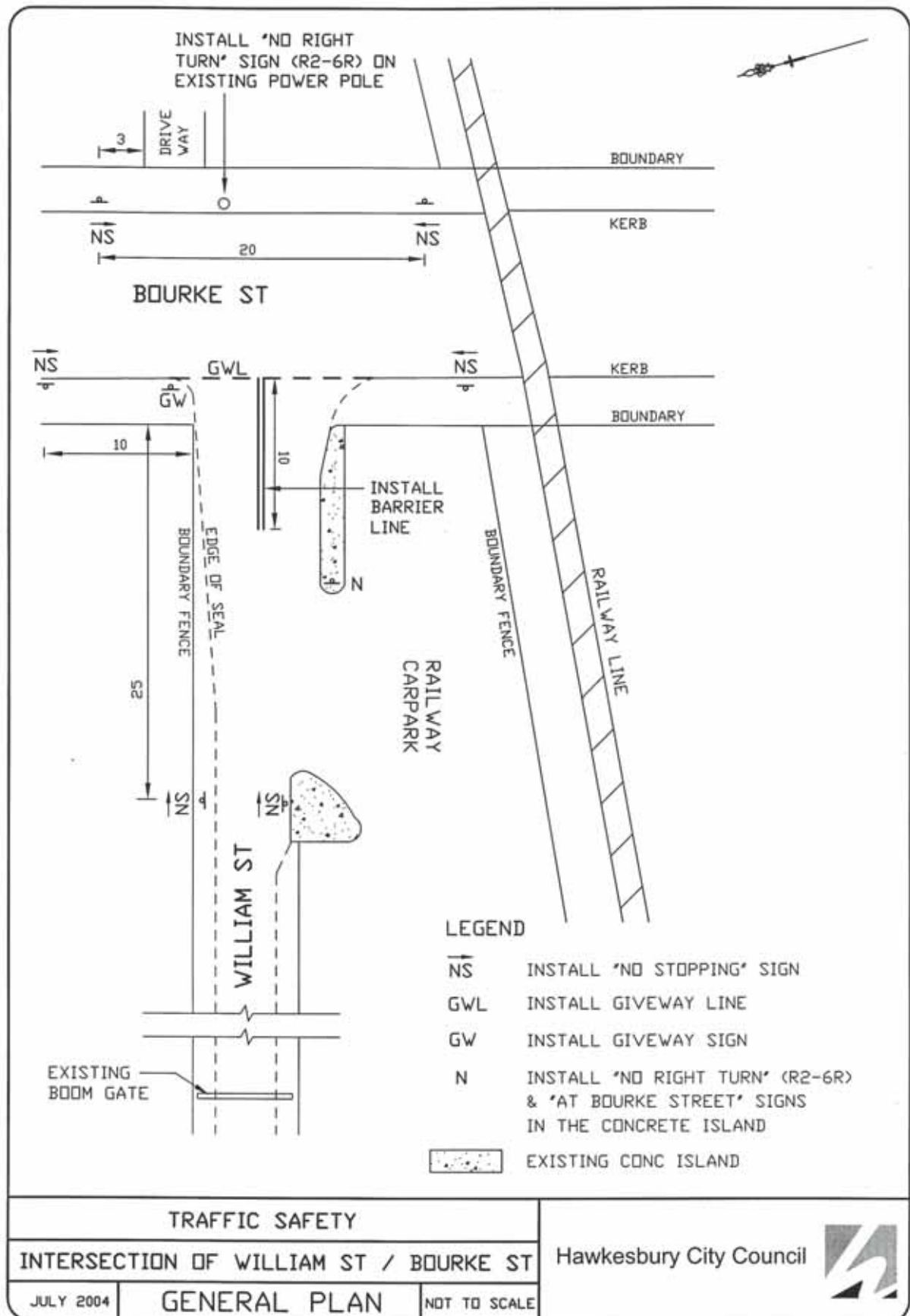
Recommendation:

That

1. a “Giveaway” line and a “Giveaway” sign and a 10m long barrier line leading to the proposed “Giveaway” line be installed in William Street at its intersection with Bourke Street.
2. a “No right turn” sign (R2-6 R) in Bourke Street on the power pole opposite to William Street and a “No right turn” (R2-6 R) and an “At Bourke Street” signs in the concrete island located at the carpark exit, be installed.
3. four “No Stopping” signs be installed to introduce 25 metre long “No Stopping” zones on both sides of William Street adjacent to the carpark entrance and associated closing signs in Bourke Street as shown on the attached plan.
4. two “No Stopping” signs be installed to introduce a 20 metre long “No Stopping” zone on the eastern side of Bourke Street.

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3.6 No Stopping - Baker Street, Windsor (87892) Hawkesbury

At the Ordinary meeting of 8 June 2004, the minutes of the Local Traffic Committee held on 19 May 2004 were adopted with the exception of this report (Report 1.1).

It was required that consultation be undertaken with the occupiers of 9 Baker Street, Mr G Rhodes in relation to the proposed No Stopping zone.

A site meeting has been undertaken and the reasoning to the establishment of the No Stopping zone explained. Mr Rhodes was accepting of the explanation and the proposed No Stopping zone.

Listed below is the report as presented to the LTC of 19 May 2004

"1.1 No Stopping – Baker Street, Windsor (87892) (Hawkesbury) Introduction

Representation has been received from Mr Jarvis of 33 Kempe Parade, Kings Langley requesting that consideration be given for the introduction of a "No Stopping" zone on Baker Street, Windsor, on the south eastern side of the exit driveway for the Windsor Shopping Centre Carpark. The correspondent claims that visibility for vehicles leaving this venue of oncoming north west bound vehicles on Baker Street is obscured by the vehicles parked on the south eastern side of this driveway.

Discussion

Baker Street is a local road. There are commercial developments in the vicinity of the exit road for the Windsor Shopping Centre Carpark. The current regulatory speed limit on Baker Street is 50 kph. The width of the exit road for the shopping centre carpark is approximately 7 metres. The exit road extends from Kable Street to Baker Street in a one-way traffic movement towards Baker Street. There is a "No Stopping" zone on the south western side of Baker Street, extending from The Terrace to this exit driveway and a "1 hour" parking zone extending from the driveway to George Street Mall. The RTA Accident Database indicates one minor accident on Baker Street in the vicinity of the exit road during the period from July 1998 to June 2003. Traffic volumes of 4317 ADT were recorded in 1999.

During a site investigation, it was observed that visibility for vehicles leaving this venue of oncoming north west bound vehicles on Baker Street is obscured by the vehicles parked on the south eastern side of the exit road. The width of the carriageway of Baker Street between the kerbs varies from 12.7 metres to 8.0 metres over a length of 35 metres adjacent to the exit road and hence, there is a sudden change in the horizontal alignment of Baker Street at this location. Considering this alignment change, introducing a 12 metre long "No Stopping" zone on the south eastern side of the exit road, will provide adequate clearance to improve visibility of oncoming vehicles.

Recommendation:

That a "No Stopping" zone be created on the south western side of Baker Street, extending over a length of 12 metres, on the south eastern side of the exit driveway for the Windsor Shopping Centre Carpark."

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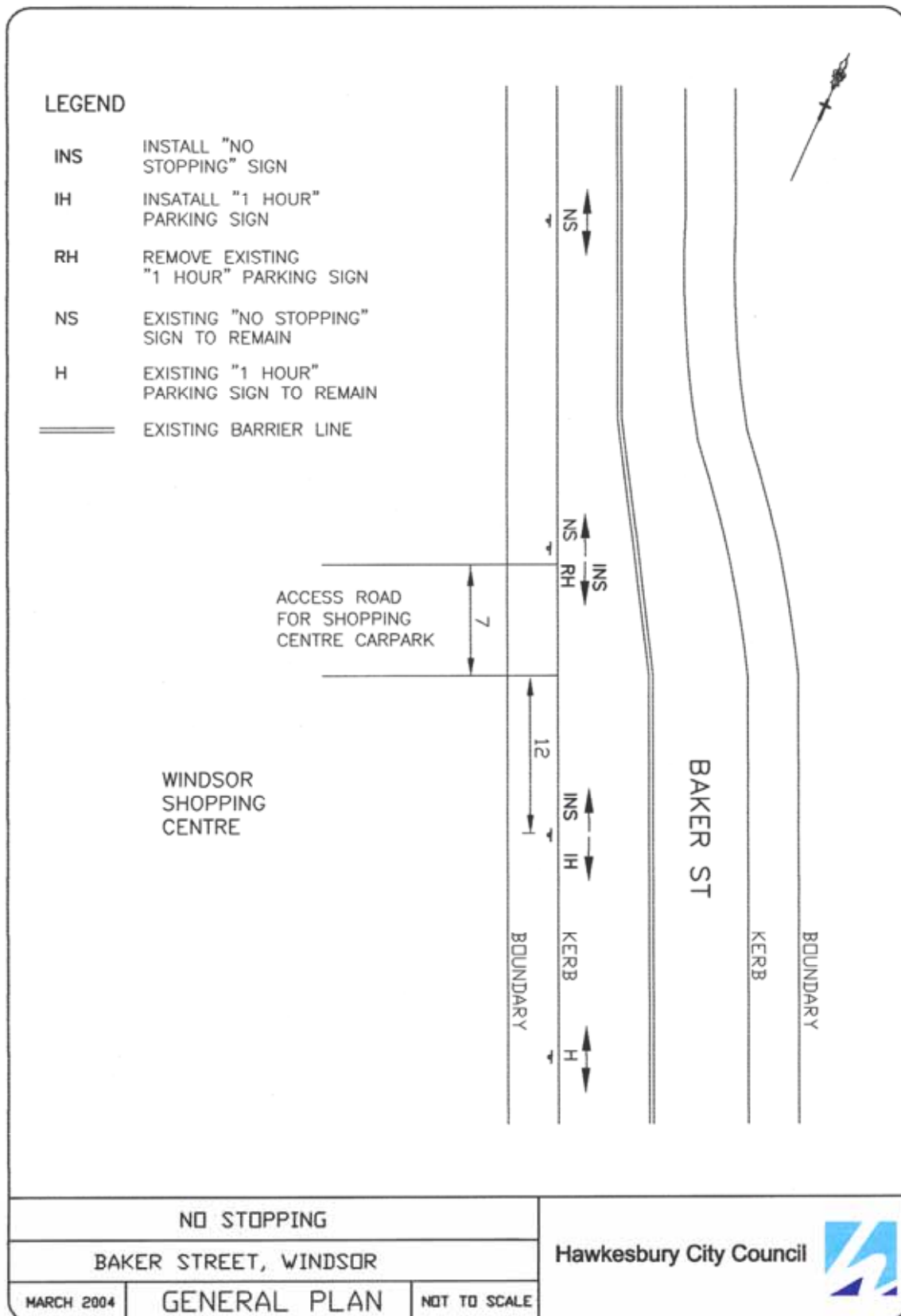
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Recommendation:

That a "No Stopping" zone be created on the south western side of Baker Street, extending over a length of 12 metres, on the south eastern side of the exit driveway for the Windsor Shopping Centre Carpark.

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3.7 Horse race (Yengo Endurance Ride) –Wheelbarrow Ridge Road/Greens Road

Introduction:

Council has received an application from Mr and Mrs Mitchell of 1930 Wheelbarrow Ridge Road, Lower Portland on behalf of the Colo Rides Committee Inc seeking approval to conduct the following horse rides in and around Colo Heights and Lower Portland areas:

Ride 1:

Yengo 80 km Endurance Horse Ride on Sunday 8 August 2004.

The route of the Ride 1 is over private farmlands, fire trails and on the following roads (refer to the attached plan):

Commencing at Colo Heights Reserve, Colo Heights and proceeding along a gravel path 20m away from the edge of seal of Singleton Road

Turning left into Wheelbarrow Ridge Road

Turning left into Greens Road

Turning left into Bicentenary Road (unformed / fire trail)

Turning right into Wheelbarrow Ridge Road and back to Colo Heights Reserve

The event organiser has advised that there will be approximately 60 horses participating in this ride.

Ride 2:

Yengo 20 km and 40 km Endurance Training Rides on Saturday 24 and Sunday 25 July 2004.

The route of the Ride 2 is over private farmlands and on the following roads:

Commencing at Colo Heights Reserve and proceeding along a gravel path 20m away from the edge of seal of Singleton Road

Turning left into Wheelbarrow Ridge Road and travelling along Wheelbarrow Ridge Road for a distance of 10 km / 20 km

and returning back to Colo Heights Reserve.

The event organiser has advised that there will be approximately 40 horses participating in each training ride.

Discussion:

Ride 1

The applicant has advised that timing will be involved and attempts will be made to find out who finishes the Ride 1 first. Hence, the Ride 1 is a race and all the races are special events. This event is classified as a "Class 2" special event under the "Traffic Management for Special Events" guidelines issued by the Roads & Traffic Authority as this event may disrupt minor traffic and transport systems along the specified route and there is a low scale disruption to the non-event community. This event type / classification is decided based on the verbal advice received from the RTA's Manager of Business Processes.

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The LTC has resolved on 12 August 2003, pending receipt of independent legal opinion as to the liability of Council, and its Officers, to Work Cover under the “Guide to Traffic and Transport Management for Special Events”, that event organisers be required to submit a Traffic Management Plan (TMP) incorporating a Traffic Control Plan (TCP) direct to the Transport Management Centre, Roads and Traffic Authority for review and approval of the TMP and TCP.

Accordingly, it will be necessary for the applicant to lodge an application seeking approval to conduct Ride 1 with NSW Police Service under section 40, Road Transport (Safety and Traffic Management) Act, 1999, as this event is a horse race. After receiving this Police approval, it will be necessary for the applicant to submit a Traffic Management Plan for the entire Ride 1 route incorporating a Traffic Control Plan to the Transport Management Centre, Roads and Traffic Authority for review and approval. This Traffic Control Plan should be prepared by a person holding appropriate certification required by the Roads & Traffic Authority.

Ride 2

The applicant has advised the following to Hawkesbury City Council regarding Ride 2:

This event is a training ride.

No timing will be involved and no attempts will be made to find out who finishes the ride first. Riders will follow the general road user rules for example riding on the left side of the road etc. No special traffic management arrangements will be in place.

The Ride 2 can be classified as a community riding event and not as a race based on the above information and verbal advice received from the RTA’s Manager of Business Processes. Hence, this event does not fall under any categories of special events specified in the “Traffic Management for Special Events” guidelines issued by the RTA.

Sen Constable C Hamilton advised that NSW Police Department approval had been granted to the application.

Recommendation:

That

1. the **Ride 1** be classified as a “Class 2” special event under the “Traffic Management for Special Events” guidelines issued by the Roads & Traffic Authority;
2. the **Ride 2** be classified as a community riding event and not as a race.
3. the event organiser to obtain a copy and become familiar with the contents of the RTA publication “Guide to Traffic and Transport Management for Special Events” (Version 3.2) which explains the responsibilities of the event organiser in detail.
4. no objection be held to these events subject to compliance with the following conditions:
 - a) the applicant submitting a Traffic Management Plan for the entire **Ride 1** route incorporating a Traffic Control Plan to the Transport Management Centre, Roads and

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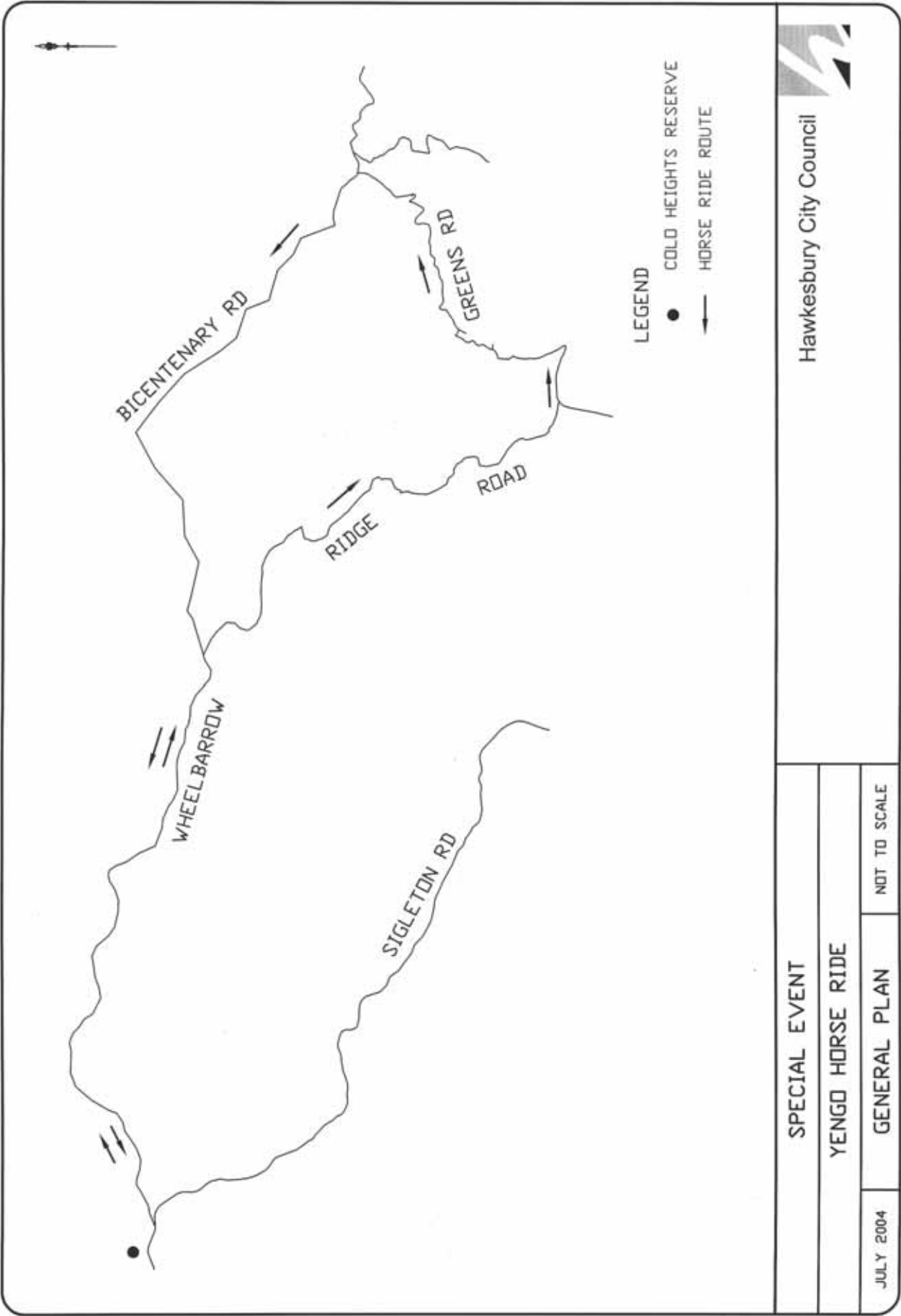
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Traffic Authority seeking approval to conduct this event. This Traffic Control Plan should be prepared by a person holding appropriate certification required by the Roads & Traffic Authority;

- b) all traffic controllers / marshals operating within the public road network holding appropriate certification required by the Roads & Traffic Authority;
- c) the event organiser assessing the risk and addressing the suitability of the **Ride 1** and **Ride 2** routes as part of the risk assessment considering the possible risk for all participating horses travelling on windy, narrow, uneven gravel roads with steep roadside embankments;
- d) the event organiser carrying out an overall risk assessment to identify and assess the potential risks to spectators, participants and road users during these events and designing and implementing a risk elimination or reduction plan in accordance with the Occupational Health and Safety Regulation 2000; (Information for event organisers about managing risk is available on the Department of Tourism, Sport and Recreation's web site at <http://www.dsr.nsw.gov.au>);
- e) the applicant submitting to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 and indemnifying Council and the RTA in respect of these events;
- f) all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately on completion of these activities;
- g) the applicant notifying the details of these events to ambulance, fire brigades / Rural Fire Service and SES;
- h) the applicant advertising the **Ride 1** event in the local press two weeks prior to the event.
- i) Colo Heights Reserve being left clean and tidy upon completion of these events.

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4 GENERAL BUSINESS

4.1 Special Events

General discussion ensued regarding "Guide to Traffic and Transport Management for Special Events" issued by the Roads & Traffic Authority.

Recommendation:

That:

1. a representative from the Transport Management Centre, Roads & Traffic Authority be invited to address the Committee on issues under those guidelines;
2. upon determination of response to the evident liability under the Occupation Health & Safety in relation to special events, deadlines for lodgement of applications be forwarded to known applicants/associations with appropriate links on Council's web-site to the Roads & Traffic Authority web-site; and,
3. the legal opinion supplied by A R Walmsley & Co, Solicitors regarding Council's liability under the Occupation Health & Safety Act in relation to special events be submitted to the next meeting of the Local Traffic Committee.

5 QUESTION WITHOUT NOTICE

Mr J Christie

- 5.1 Advised of traffic conflict at the intersection of Beaumont Avenue and Terrace Road, North Richmond.

Recommendation:

That the Roads & Traffic Authority be requested to instal Give Way signage/Holding Line/Do Not Queue Across Intersection Signage at the subject intersection.

- 5.2 Advised of a recent accident involving a vehicle exiting Kentucky Fried Chicken onto Bosworth Street, Richmond and suggesting advisory signage be erected governing exiting traffic

Recommendation:

As the premises are private property that no further action be taken.

- 5.3 Advised of several accidents on Windsor Street, Richmond in the vicinity of Ham Common and suggested installation of barrier line.

Sen Constable C Hamilton advised that recent accidents were due to fatigue, U-turn manoeuvre, and were not speed related.

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Recommendation:

That no further action be taken.

- 5.4 Advised of the practice of ferry operators loading vehicles onto ferries in three rows, with passengers in the middle row unable to exit vehicles in the event of an emergency

Recommendation:

That the Roads & Traffic Authority be requested to investigate this matter.

- 5.5 Advised that 60 KPH speed restrictions signs were still in place on Windsor Road, McGraths Hill in the vicinity of recent road works.

Recommendation:

That the Roads & Traffic Authority be requested to undertake an audit of the subject location to ensure that speed restriction signs are correct.

Senior Constable C Hamilton

- 5.6 Advised of traffic conflict at the intersection of Grose Vale/Bells Roads, Grose Vale.

Recommendation:

That investigation be undertaken regarding options available to reduce perceived conflict and a report, including projected costs, be submitted to the Committee.

6 NEXT MEETING

The next meeting of the Local Traffic Committee will be held on 18 August 2004.

Meeting terminated 4.55pm.

oooO END OF REPORT Oooo



ordinary
meeting

end of
business
paper

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