



Hawkesbury City Council

ordinary meeting business paper

date of meeting: 13 September 2005

location: council chambers

time: 5:00 p.m.



mission statement

***"To create opportunities
for a variety of work
and lifestyle choices
in a healthy, natural
environment"***

How Council Operates

Hawkesbury City Council supports and encourages the involvement and participation of local residents in issues that affect the City.

The 12 Councillors who represent Hawkesbury City Council are elected at Local Government elections held every four years. Voting at these elections is compulsory for residents who are aged 18 years and over and who reside permanently in the City.

Ordinary Meetings of Council are held on the second Tuesday of each month, except January, and the last Tuesday of each month, except December. The meetings start at 5:00pm with a break from 7:00pm to 7:30pm and are scheduled to conclude by 11:00pm. These meetings are open to the public.

Meeting Procedure

The Mayor is Chairperson of the meeting.

The business paper contains the agenda and information on the issues to be dealt with at the meeting. Matters before the Council will be dealt with by an exception process. This involves Councillors advising the General Manager at least two hours before the meeting of those matters they wish to discuss. A list will then be prepared of all matters to be discussed and this will be publicly displayed in the Chambers. At the appropriate stage of the meeting, the Chairperson will move for all those matters not listed for discussion to be adopted. The meeting then will proceed to deal with each item listed for discussion and decision.

Public Participation

Members of the public can request to speak about a matter raised in the business paper for the Council meeting. You must register to speak prior to 3:00pm on the day of the meeting by contacting Council. You will need to complete an application form and lodge it with the General Manager by this time, where possible. The application form is available on the Council's website, from reception, at the meeting, by contacting the Manager Administration and Governance on 4560 4426 or by email at pjackson@hawkesbury.nsw.gov.au.

The Mayor will invite interested persons to address the Council when the matter is being considered. Speakers have a maximum of five minutes to present their views. If there are a large number of responses in a matter, they may be asked to organise for three representatives to address the Council.

A Point of Interest

Voting on matters for consideration is operated electronically. Councillors have in front of them both a "Yes" and a "No" button with which they cast their vote. The results of the vote are displayed on the electronic voting board above the Minute Clerk. This was an innovation in Australian Local Government pioneered by Hawkesbury City Council.

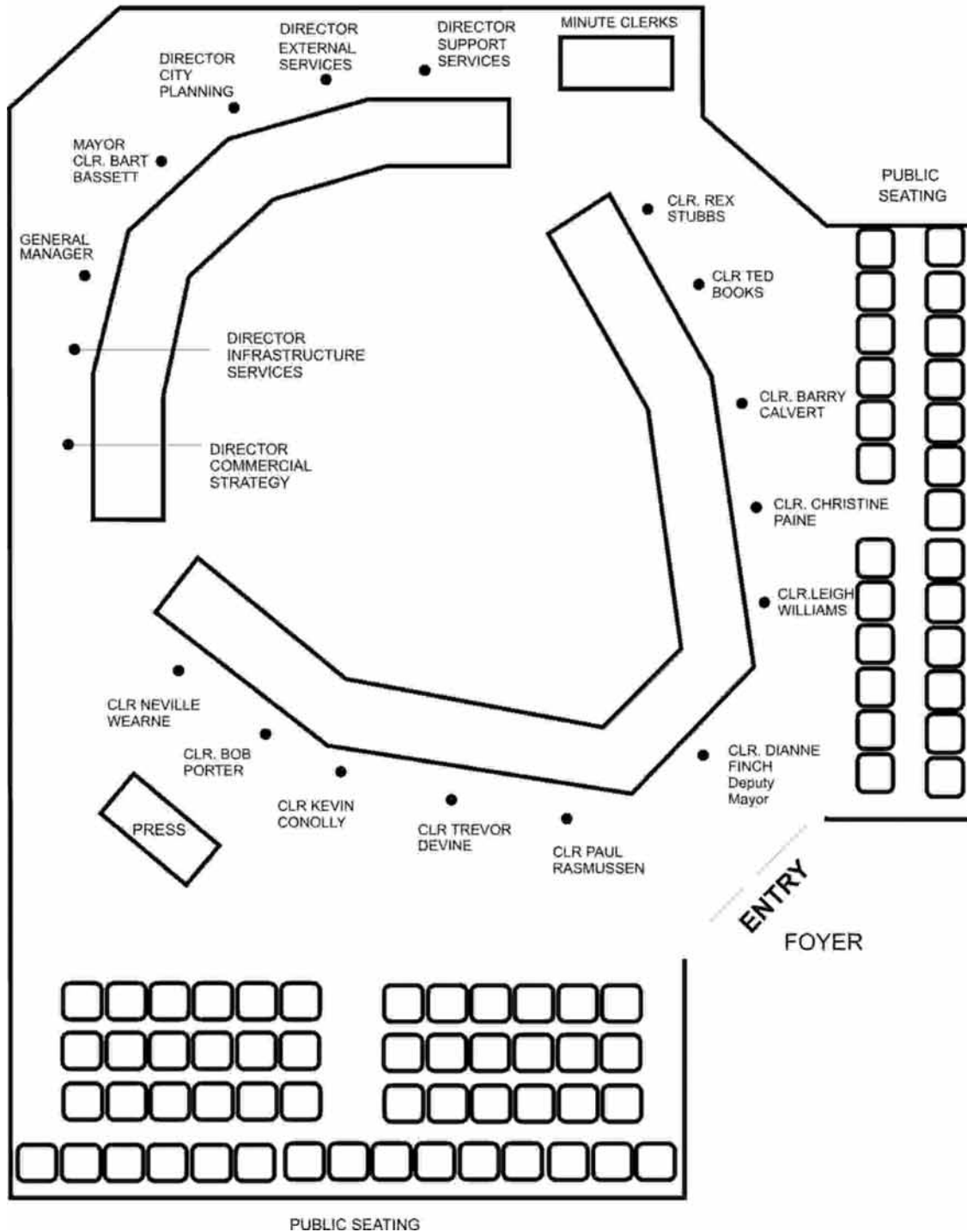
Website

Business Papers can be viewed on Council's website from noon on the Friday before each meeting. The website address is www.hawkesbury.nsw.gov.au.

Further Information

A guide to Council Meetings is available on the Council's website. If you require further information about meetings of Council, please contact the Manager, Administration and Governance on, telephone 02 4560 4426.

council chambers



ORDINARY MEETING

Table of Contents

Meeting Date: 13 September 2005

AGENDA

- **WELCOME / EXPLANATIONS / PRAYER**
- **APOLOGIES**
- **DECLARATION OF INTERESTS**
- **SECTION 1 - Confirmation of Minutes**
- **AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS**
- **SECTION 2 - Mayoral Minutes**
- **QUESTIONS WITH NOTICE**
- **SECTION 3 - Notices of Motion**
- **EXCEPTION REPORT - Adoption of Items Not Identified for Discussion and Decision**
- **SECTION 4 - Reports for Determination**

General Manager

City Planning

Commercial Strategy

External Services

Infrastructure Services

Support Services

- **SECTION 5 - Reports of Committees**
- **QUESTIONS WITHOUT NOTICE**

ORDINARY MEETING

Table of Contents

Meeting Date: 13 September 2005

ORDINARY MEETING**Table of Contents****Meeting Date:** 13 September 2005**TABLE OF CONTENTS**

ITEM	SUBJECT	PAGE
SECTION 1 - Confirmation of Minutes		3
SECTION 3 - Notices of Motion		7
	NM - Kurrajong Trees - Independent Investigators Report - (80105, 79351)	7
SECTION 4 - Reports for Determination		11
GENERAL MANAGER		11
Item: 271	GM - Kurrajong Trees - Independent Investigators Report - (79351).doc	11
Item: 272	GM - Local Government Association of NSW Annual Conference, Mudgee NSW - (79351, 79633)	12
CITY PLANNING		14
Item: 273	CP - Tree Preservation Order - (95498)	14
EXTERNAL SERVICES		20
Item: 274	ES - Staged Subdivision - 23 Lot Subdivision - 427A West Portland Road, Sackville - (DA0796/04, 96329, 73916)	20
INFRASTRUCTURE SERVICES		43
Item: 275	IS - Street Tree Policy - DRAFT - (79354)	43
Item: 276	IS - Windsor Toilet Facilities - (95495, 76542, 73749)	44
SUPPORT SERVICES		45
Item: 277	SS - Membership in the Local Government Buy Recycled Alliance - (95496, 96333).doc	45
CONFIDENTIAL REPORTS		53
Item: 278	IS - Vegetation Mapping of the Hawkesbury LGA - Tender Evaluation Report - (95495, 96331).doc CONFIDENTIAL	53
SECTION 5 - Reports of Committees		57
ROC - Waste Management Advisory Committee - 1 June 2005 - (95249, 95498)		57
ROC - Heritage Advisory Committee - 28 July 2005 - (80242, 95498)		62
ROC - Waste Management Advisory Committee - 3 August 2005 - (95249, 95498)		65
ROC - Strategic Planning Committee - 18 August 2005 - (91368, 95498)		68

ORDINARY MEETING

Table of Contents

Meeting Date: 13 September 2005

ITEM	SUBJECT	PAGE
	ROC - Local Traffic Committee Minutes - 17 August 2005 - (80245)	75

ordinary

section 1

confirmation of minutes

ORDINARY MEETING
Confirmation of Minutes

ORDINARY MEETING
Confirmation of Minutes

SECTION 1 - Confirmation of Minutes

ORDINARY MEETING
Confirmation of Minutes

ordinary

section

3

notices of motion

ORDINARY MEETING

Notices of Motion

ORDINARY MEETING

Notices of Motion

SECTION 3 - Notices of Motion

NM - Kurrajong Trees - Independent Investigators Report - (80105, 79351)

Submitted by: Councillor L Williams

NOTICE OF MOTION:

That acceptance of the Kurrajong Trees Report be deferred until legal advice can be obtained regarding various matters relating to the report.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

ORDINARY MEETING

Notices of Motion

ordinary

section 4

reports
for determination

ORDINARY MEETING

Meeting Date: 13 September 2005

ORDINARY MEETING

Meeting Date: 13 September 2005

SECTION 4 - Reports for Determination

GENERAL MANAGER

Item: 271 GM - Kurrajong Trees - Independent Investigators Report - (79351).doc

REPORT:

The Independent Investigators Report in connection with the Kurrajong Trees has now been received and a full report on this matter, as well as a copy of the Independent Investigators Report, will be tabled at the Council meeting.

RECOMMENDATION:

That the information be received.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 13 September 2005

Item: 272 **GM - Local Government Association of NSW Annual Conference, Mudgee NSW - (79351, 79633)**

Previous Item: 33, Ordinary (22 February, 2005)
 92, Ordinary (12 April, 2005)

REPORT:

The 2005 Local Government Association of NSW Annual Conference will be held 22-26 October 2005 in Mudgee, NSW.

The theme for the conference is "Meeting Expectations - Can We?" which will be the feature to the forum to be held on Saturday, 22 October 2005, where the Local Government and Shires Association of NSW will launch the public inquiry into costs shifting to Local Government.

Cost of attendance at the Local Government Association Annual Conference to be held 22 - 26 October, 2005 in Mudgee is \$1,145.00 per delegate plus accommodation and travelling expenses. Accommodation for six rooms in Mudgee has been pre-booked at a total cost of \$5,600.00. It should be noted that as per the resolution of Council on 12 April, 2005, a deposit of 50%, being \$2,800.00 has already been paid for the accommodation in Mudgee.

Budget for Delegate Expenses - Payments made and future commitments

- | | |
|---|--------------------|
| • Total budget for Financial Year 2005/2006 | \$44,481.30 |
| • Expenditure to date | <u>\$15,489.43</u> |
| • Budget Balance as at 6 September, 2005 | \$28,991.87 |

Conformance to Strategic Plan

The proposal for the Local Government Association Annual Conference is deemed to conform with the objectives set out in Council's Strategic Plan i.e:

"Investigating and planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future".

Funding

Funding for this proposal will be from the Delegates Expenses budget.

RECOMMENDATION:

That Council approve the attendance of nominated Councillors, and staff members as considered appropriate by the General Manager, at the 2005 Local Government Association of NSW Annual Conference to be held in Mudgee, NSW, 22-26 October 2005 at a cost of \$1,145.00 per delegate plus accommodation and travelling expenses.

ORDINARY MEETING

Meeting Date: 13 September 2005

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

CITY PLANNING

Item: 273 CP - Tree Preservation Order - (95498)

REPORT:

The Report into the removal of the trees at Kurrajong has raised some issues relating to the Tree Preservation Order, and this Report follows the recommendations of the independent investigator into modifications of the process around Tree Preservation Orders and the Order itself. The current Tree Preservation Order came into effect on 8 May 1989, when Council published this document in the Government Gazette. Since that time, Hawkesbury City Council like many other Council's within the State, have treated the Tree Preservation Order as a separate process requiring application, then determination.

In 2000, the Land Environment Court determined the Tree Preservation Order is an "act" that is covered by Section 26 of the Environmental Planning and Assessment Act and therefore, is development with the meaning of this Act and therefore, an application to remove a tree, is an application like any other development application. The independent investigator concludes therefore, that this Council must treat an application for action under the Tree Preservation Order as a Development Application.

Council currently has a separate application form for approval to remove or prune trees, together with a guide to assist applicants in making the application.

The independent investigator concludes that the current order requires editing to make it more precise in what it applies to and that processes in accordance with the Environmental Planning and Assessment Act need to be put in place to treat an application to remove a tree, like any other development application.

Development Application for Tree Removal

The Hawkesbury Development Control Plan, when prepared did not contemplate that applications to remove trees under the Tree Preservation Order should be treated as a development application, and therefore for this to take place several changes need to be made, these are as follows:

1. The 'General Information' Chapter will need to be augmented with the information contained currently in the guide for Tree Preservation Orders.
2. The Notifications Chapter did not contemplate Tree Preservation Orders, and therefore as it stands today would require notification on a large number of zones for an application for a tree removal, as this is not Council's current practice the DCP should be modified to exclude these applications from notification procedures.
3. The application form itself, needs to be made consistent with the requirement of the Environmental Planning and Assessment Act for a Development Application.
4. The Revenue and Pricing Policy needs to be modified to remove the fee for a Tree Preservation Order application from Infrastructure Services to External Services, with all other development applications, and Council needs to resolve to charge a fee less than the maximum, being \$35.00 in this case, for this type of application.

Tree Preservation Order

Attached to this Report is a revised Tree Preservation Order. This new Order has been drafted to incorporate the appropriate exemptions as currently contained, and to modernise it with the current trends in the Environmental Planning and Assessment Act and to ensure that the appropriate exemptions are applicable for normal garden activity, as Council never contemplated to be covered by the Order. For this Order to become effective, it must be published in the Government Gazette, however it is considered appropriate that in view of the fact that Council needs to modify it's DCP and therefore must advertise this,

that it's intention to adopt this Tree Preservation should also be advertised concurrently with the DCP Changes.

Part 5 - Environmental Planning and Assessment Act

Part 5 of the Environmental Planning and Assessment Act applies to activities that do not require consent under a Council's Local Environmental Plan or other environmental planning instrument. Under Part 5 of the Act, the proponent of an activity must decide whether there is a significant environmental impact and whether an Environmental Impact Statement is required or not. The independent investigator concluded, quite rightly, that it is highly unlikely that the removal of a single tree would constitute significant environmental impact, and therefore would not require the preparation of an Environmental Impact Statement.

The Local Environmental Plan is structured such that all activities are listed in the Land-Use Matrix, and given the fact that the removal of trees is not listed it is therefore technically prohibited in all zones. The LEP continues to adopt the model provisions, which allow Council to prepare Tree Preservation Orders, which could be described as an exception to the Land-Use Matrix in exactly the same way as other Clauses of the LEP are exemptions to the Matrix. The Tree Preservation Order therefore applies a process where application can be made for the removal of a tree, notwithstanding the fact that it is technically prohibited under the LEP's Matrix. The LEP also contains further exemptions that list activities that don't require consent, notwithstanding the fact that the LEP would normally require consent for them and these relate primarily to public authorities carrying out these activities, and of special interest to Council concerns relating to activities on roads, which do not require development approval. The independent investigator concluded that the removal of a tree from a road, which includes the footpath, is not a matter that is covered by the Tree Preservation Order, or the Local Environmental Plan. In the same way that Council does not give consent to itself, nor to the Roads and Traffic Authority for carrying-out normal works within the road reserve.

The conclusion drawn therefore, is that where Council proposes to remove a tree from a road, the Tree Preservation Order does not apply, however, Part 5 of the Environmental Planning and Assessment Act would apply, and processes need to be put in place to ensure an appropriate review is carried out before action to remove the tree is taken. This is the same process that currently applies to roadworks and drainage works currently undertaken by Council's Engineering staff.

Plans of Management

The Hawkesbury Local Environmental Plan has provisions that remove the need for development consent for community land for the purpose of recreation areas, where a Plan of Management is in place for that land. The same circumstances now apply to applications to remove trees, that is if a Plan of Management contemplates that trees can be removed, then no development consent will be required for that activity; therefore Part 5 provisions would still apply. Until Council has a regime of Plans of Management in place, the application process for the removal of trees on Council/community land will continue as a Development Application, and then switch to a Part 5 matter once the Plans of Management are in place that contemplate the removal of trees as the normal part of management of that reserve.

Delegation

There is a potential conflict of interest that can arise where there needs to be a separation between the approval processes for removing trees, and the carryout of those works by Council staff. Therefore to solve this, if work is contemplated to remove trees on Council owned land such as community or operational land, and the Tree Preservation Order application is required, the assessment of this tree needs to be carried out by the independent body, and not Council staff. There may be budgetary implications for this action. The General Manager will need to review delegations to ensure that the appropriate delegations exist for the determination of these applications, in line with Council's current practices.

ORDINARY MEETING

Meeting Date: 13 September 2005

Conclusion

There is a need to change the processes surrounding the application to Council to remove trees under the Tree Preservation Order. The Order itself needs to be revised and updated, and Council's Development Control Plan needs to be modified to contemplate that applications for tree removal's under the Order are in fact Development Applications.

In view of the fact that the changes to the Development Control Plan need to be exhibited for 28 days, and the changes to the Fees and Charges Schedule likewise, it is considered appropriate that the Order itself be also exhibited for 28 days to allow public comment on it's redrafting.

Conformance to Strategic Plan

The proposal is deemed to conform with the objectives set out in Council's Strategic Plan i.e:

"Establish processes and develop flexible plans that will enable the City to respond to change.

"Identify and implement appropriate actions to protect and rehabilitate the natural environment."

Funding

The use of an Independent Arborist may affect the budget for Parks.

RECOMMENDATION:

That:

1. Pursuant to provisions of the Environmental Planning and Assessment Act:
 - a) the Hawkesbury Development Control Plan be modified to incorporate the 'General Information' section, and the Guide to Tree Preservation Order Applications.
 - b) the 'Notifications' Chapter be modified to exclude from notification applications for removal of trees under the Order.
 - c) the Fees and Charges be modified for Council to adopt a \$35.00 fee for an application to remove trees.
 - d) processes be developed and adopted to ensure compliance with Part 5 of the Environmental Planning and Assessment Act for removal of trees on Council owned or operated land, that do not require consent under the LEP.
2. The attached Tree Preservation Order, be advertised for a period of 28 days for public comment, and if no comments are received the matter be published in the next appropriate Government Gazette.

ATTACHMENTS:

AT - 1 Tree Preservation Order

AT - 1 Tree Preservation Order

Tree Preservation Order

THE ORDER

A person shall not ring-bark, cut down, top, lop, remove, injure or wilfully destroy any tree within the Hawkesbury City Council area except with prior development consent of Hawkesbury City Council.

EXCEPTIONS TO THE ORDER

Development consent is not required for works described in the Clause 0 if:

- a. the works are exempt as specified in Clause 0 of this Order, or
- b. the works fulfil the requirements for pruning as specified in Clause 0 of this Order, or
- c. the works fulfil the requirements for transplanting as specified in Clause 0 of this Order.

EXEMPTIONS

Development consent is not required in relation to:

- a. any tree, if documented evidence can be produced that is satisfactory to the Council to prove that the tree is not a heritage item and;
 - i. the owner of the tree has agreed; and
 - ii. the tree was dying or dead or had become dangerous; or
 - iii. that taking action was reasonably necessary to protect human life, buildings or other property from imminent danger from a bush fire burning in the vicinity of the land on which the tree was situated; or
 - iv. that written notice about the proposed action was given to the council of the area in which the tree was situated and the council, before the action was taken, confirmed in writing:
 - that the tree was in a fuel free zone within the meaning of the document entitled "Planning for Bush Fire Protection" published by the Department of Bush Fire Services; and
 - that, if the council has classified species of trees as being likely to present a significant fire hazard, the tree was of such a species; or
 - that written notice about the proposed action was given to that council, a period of not less than 14 days occurred after the notice was given (and before the action was taken) and the council did not advise the person during that period that it opposed the action being taken. In this subclause, "notice" means a notice that includes the name and address of the person who gives it and that explains that a tree of a named species situated in a specified position on land described in the notice is intended to be ring-barked, cut down, topped, lopped, removed, injured or wilfully destroyed for the purpose of bush fire hazard reductions,
- b. any tree with a height less than 4 metres or a foliage crown spread of less than 3 metres,
- c. any tree which is identified for removal on a development consent authorising a land use,
- d. the removal or clearing of trees in association with the construction or use of a building or work for which development consent has been granted, including the removal of vegetation and ongoing maintenance of fuel load limits within identified and approved asset protection zones, but only in accordance with the terms and conditions of that consent,
- e. all trees that are located within the pathway or roadway, sewerage or drainage works or other works, including bush generation works, authorised to be carried out by a development consent,

ORDINARY MEETING

Meeting Date: 13 September 2005

- f. trees of any of the following species:
 - i. *Salix spp.* (all Willow species)
 - ii. *Populus spp.* (all Poplar species)
 - iii. *Ligustrum Vulgave* (common privet)
 - iv. *Ligustrum Lucidum* (tree privet)
 - v. *Ricinus Officianalis* (castor oil plant)
 - vi. *Gleditzia Tricanthos* (honey locust)
 - vii. *Ailanthis Altissima* (tree of heaven)
 - viii. *Cortaderia Selloana* (pampas grass)
 - ix. A species that has been declared a noxious plant under the Noxious Weeds Act 1993,
- g. any trees which are:
 - i. An area in which the council or the Rural Fire Service has authorised their removal as part of a hazard reduction program, where that removal is necessary in order to manage risk,
 - ii. Required to be removed under the Rural Fires Act 1997, or
 - iii. Removed by a Rural Fire Brigade because they pose or will pose a significant threat to access along required fire trails or to human life, building or other property during a bushfire,
- h. any tree the immediate removal of which is essential for emergency access, or emergency works by the council, the State Emergency Service or a public authority,
- i. the removal or clearing of vegetation in accordance with an order issued by the Council under the provisions of the Act or the *Local Government Act 1993*,
- j. the removal or clearing of any vegetation, in accordance with the *Surveying Act 2000* or any regulation made under that Act, between properties for the purpose of enabling a survey to be carried out along that boundary by a registered surveyor where no alternative survey method is feasible,
- k. the removal or clearing of any vegetation on land zoned for Housing with an area of 1,000 square metres or less, except for land located in Kurrajong or Kurrajong Heights.

APPROVED LANDSCAPING, HERITAGE ITEMS, ENVIRONMENTAL PROTECTION ZONES AND ENVIRONMENTAL CONSTRAINT AREAS

Nothing in subclauses (0) (b, f, h, j, k) permits without development consent:

- a. the ring-barking, cutting down, topping, lopping, removing, injuring or wilful destruction of any tree that is part of landscape planting required by a development consent; or
- b. the damaging or despoiling of a tree that is a heritage item / the damaging or despoiling of any tree on land which a heritage building, work or role is situated or comprised of; or
- c. the felling of trees on land that is zoned 7(a), 7(d) or 7(d1) ;or
- d. the removal of trees on land covered by an Environmental constraint area.

PRUNING

A development consent is not required for the following:

- a. pruning of a hedge,
- b. the seasonal pruning of fruit trees for the purpose of maintaining fruit production,
- c. "deadwooding", being the removal of dead wood from a tree, if the branches removed are not branches with hollows on a *likely habitat tree* specified in an order made under Clause 0,
- d. selective pruning, being only pruning to remove branches back to the nearest branch collar or junction to clear a roof, where trees directly overhang the roof of a dwelling, garage or commercial building, and

ORDINARY MEETING

Meeting Date: 13 September 2005

only if the owner of the land where the centre of the tree originated or where the majority of the trunk of the tree is growing, is in agreement,

- e. to remove any species of parasitic mistletoe or parasitic plant from any part of a tree to ameliorate the effects on the tree from such a parasite.

This clause does not allow the pruning of a tree unless it is carried out in accordance with Australian Standard AS 4373-1996, Pruning of amenity trees.

TRANSPLANTING

The following may be transplanted without development consent:

specimens that have originated in and have grown continuously in a container which is not permanently fixed to a structure,

a tree that has remained continuously confined within a container, but not a tree in a planter box where the box is part of a building,

a field-grown tree propagated as part of a commercial horticultural or agricultural enterprise for the purposes of harvesting and selling it as an advanced specimen for relocation and re-establishment.

LIKELY HABITAT TREES

The Council may, by its order, specify particular trees, or trees of a species or other class, to be *likely habitat trees* for the purposes of this clause.

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 13 September 2005

EXTERNAL SERVICES

Item: 274 **ES - Staged Subdivision - 23 Lot Subdivision - 427A West Portland Road, Sackville - (DA0796/04, 96329, 73916)**

Development Information

Applicant: Mr W J Thompson & Mrs M J Thompson, Mr A K Lance, Merrit Manufacturing Pty Limited.
Applicants Rep: McKinlay Morgan & Associates Pty Limited
Owner: Mr W J Thompson & Mrs M J Thompson
Stat. Provisions: Hawkesbury Local Environmental Plan 1989
Rural 1(b)
Environmental Protection Scenic 7(d1)
Environmental Protection Wetlands 7(a)
Draft Hawkesbury Local Environmental Plan 108
Environmental Protection - Mixed Agriculture
Environmental Protection - Agriculture Protection
Area: 271.8ha
Zone: Rural 1(b)
Environmental Protection (Scenic) 7(d1)
Environmental Protection (Wetlands) 7(a)
Advertising: 31 August 2004 to 17 September 2005
22 March 2005 to 7 April 2005
13 July 2005 to 29 July 2005
Date Received: 5 August 2004

Key Issues: ♦ Amendment No. 126 - Lot Averaging Subdivision
♦ Character of the Area
♦ Traffic
♦ Flora and Fauna Impacts

Recommendation: Approval

REPORT:

Description of Proposal

The application involves a two stage subdivision of 14 existing allotments known as Lot 1 and 2 DP 244780, Lots 103, 104 and 105 DP 881052, Lot 91 DP 751656, Lot 2 DP 877954, Part Lot 138 DP 751656, Lot 167 DP 651700, Lot 101 DP 1018329, Lot 2 DP 1015245, Lot 1 DP 877954, Lot 26 and 27 DP 751656 into 18 allotments. The subject land has a total land area of 271.8 ha.

The subdivision is to be undertaken in two stages detailed as follows:

Stage 1

Stage 1 involves the subdivision of the site so as to create five Torrens Title allotments being Lots 15-19 (including two development lots).

ORDINARY MEETING**Meeting Date:** 13 September 2005

The proposed allotments are to have the following approximate areas:

Lot No.	Area (approximate)
15	96 ha
16	9 ha
17	140 ha
18	11 ha
19	15.8 ha

Stage 2

Stage 2 involves the Community Title subdivision of part Lot 15 and Lot 19 (created in Stage 1) into 13 rural residential allotments along Coobah Road and one community lot. In order to create these allotments Lot 15 is proposed to be reduced in size from 96 ha to 54 ha.

Upon completion of Stage 2 the allotments are to have the following areas:

Community Title Allotments	Area
Pt 1 (Community Lot)	40 ha
2	3.3 ha
3	2.7 ha
4	1.1 ha
5	1.0 ha
6	1.0 ha
7	1.1 ha
8	1.4 ha
9	1.0 ha
10	1.0 ha
11	1.0 ha
12	1.0 ha
13	1.2 ha
14	1.5 ha
Torrens Title Allotments	Area
15	54 ha
16	9 ha
17	140 ha
18	11 ha

The application provides that Proposed Lot 15 and Lot 17, having final areas of 54 ha and 140 ha respectively, would be managed by a Voluntary Conservation Agreement with the National Parks and Wildlife Service so as to provide for the long term conservation of the riparian ecosystem and the adjoining slopes. The application also provides for the revegetation of selected areas that were previously cleared and a proposed wildlife corridor in excess of 400 metres providing for the movement of fauna from Roberts Creek catchment to Bradleys Swamp.

In addition, the documentation provided in conjunction with the application provides that a Community Title subdivision is proposed in order to allow the implementation of By-Laws so as to preserve and protect sensitive habitats through the introduction of an Environmental Management Plan in conjunction with the Management Statement and provide a management structure for the wastewater system and bushfire management plan.

The application proposes the provision of a centralised wastewater treatment plant to provide for effluent treatment in conjunction with the proposed allotments situated adjacent to Coobah Road whilst on-site disposal systems are proposed to service the allotments proposed on West Portland Road. Telephone and electricity supply is proposed to be provided to each proposed allotment. As no reticulated water

ORDINARY MEETING

Meeting Date: 13 September 2005

supply is available in the area the application proposes a minimum storage of 100,000 litres per allotment proposed to contain a dwelling. In addition, separate reserves of non-potable water are to be provided for bushfire fighting purposes. This is to be in the form of a 100,000 litres on ground concrete tank with separate reticulation within the development area.

The proposal involves the subdivision of bushfire prone land. The development is therefore 'integrated' development pursuant to Section 91 of the Environmental Planning and Assessment Act 1979.

The New South Wales Rural Fire Service has issued a 100B Bushfire Safety Authority for the development, subject to conditions.

Background

Development Application No. DA0325/04 - (withdrawn)

Development Application No. DA0325/04 was lodged with Council on 5 April 2004 for a two stage 25 lot subdivision including a 19 lot Community Title subdivision. Given issues associated with the application relating to bush fire safety and lot yield the applicant formally withdrew this application on 1 July 2004.

Development Application No. DA0796/04 - (subject DA)

Development Application No. DA0796/04 was lodged with Council on 5 August 2004 proposing the subdivision of the site into 23 allotments, including a six lot Torrens Title subdivision and a 17 lot Community Title subdivision including one community property lot. Following discussions with the applicant the proposal has been amended as detailed above so as to subdivide the site into five Torrens Title allotments and 13 Community Title allotments

Development Application No. DA0797/04 - (adjoining land)

Development Application No. DA0797/04 was lodged with Council on 5 August 2005 for the subdivision of Lot 167 DP651700 & Lot 138 DP751656, into three separate allotments. The subdivision proposed the creation of two 10 hectare allotments and one 13.1 hectare lot. Each of the proposed allotments will have a frontage along Coobah Road. Development Consent No. DA0797/04 was granted on 11 November 2004 for the subdivision of two allotments into three allotments.

Statutory Situation

Sydney Regional Environmental Plan No. 20 (No.2 -1997)

The subject site is affected by SREP No. 20 (No. 2 - 1997). Relevant specific planning policies and recommended strategies include those relating to total catchment management, environmentally sensitive areas, water quality, water quantity, flora and fauna, agriculture/aquaculture and fishing, rural residential development, and metropolitan strategy. Relevant development controls relate to filling, sewerage systems or works.

It is considered that the proposal is consistent with the aims of the plan as well as the general and specific planning policies, recommended strategies and development controls outlined in Parts 1, 2 and 3 of SREP No. 20 (No. 2).

State Environmental Planning Policy No. 44 - Koala Habitat Protection

The stated objectives of SEPP No. 44 are as follows:

To encourage the proper conservation and management of areas of natural vegetation that provide habitat for koalas to ensure a permanent free-living population over their present range and reverse the current trend of koala population decline:

ORDINARY MEETING

Meeting Date: 13 September 2005

- (a) *by requiring the preparation of plans of management before development consent can be granted in relation to areas of core koala habitat; and*
- (b) *by encouraging the identification of areas of core koala habitat; and*
- (c) *by encouraging the inclusion of areas of core koala habitat in environment protection zones."*

SEPP No. 44 applies to land within the Hawkesbury Local Government Area for which development consent is sought having a total land area in excess of 1 hectare. Having regard to the requirements of SEPP No. 44 the Flora and Fauna Assessment prepared by Conacher Travers indicates that the land is not considered to be 'core koala habitat', as defined by this Plan.

Clause 8 of S.E.P.P. No. 44 enables Council to grant consent to the proposal as the site is not classified as core koala habitat.

Hawkesbury Local Environmental Plan 1989 (LEP)

Clause 2 - Aims, objectives etc,

The proposed development is considered to be consistent with the general aims and objectives as outlined in Clause 2 of the LEP.

Clause 9 – Carrying out development

The proposal is permissible with development consent within the Rural 1(b), Environmental Protection Scenic 7(d1) and Environmental Protection Wetlands 7(a) zone.

Clause 9A – Zone objectives

The proposed development is consistent with the objectives of the Rural 1(b), Environmental Protection Scenic 7(d1) and Environmental Protection Wetlands 7(a) zones. The stated objectives of these zones and the proposal's degree of compliance with these objectives is detailed as follows:

ZONE NO. 1 (b) (RURAL "B")

The objectives of this zone are -

- (a) to primarily provide for agricultural uses and animal establishments;***

Comment: The subject application proposes the subdivision of a portion of the site that does not provide significant opportunity for agricultural uses or animal establishments therefore it is considered that the proposal would not have a significant impact upon the availability of land for such purposes.

- (b) to ensure that development does not create unreasonable demands, in the present or in the future, for provision or extension of public amenities infrastructure;***

Comment: The proposal will be required to upgrade existing infrastructure so as minimize impact upon that currently in existence.

- (c) to prevent the establishment of traffic generating development along main and arterial roads; and***

Comment: The proposal, involving a rural subdivision is not considered to represent a significant traffic generating development and is not situated on a main/arterial road.

ORDINARY MEETING

Meeting Date: 13 September 2005

- (d) to ensure that development maintains the rural character of the locality and to minimise disturbance to the landscape through clearing, earthworks and access roads.**

Comment: The proposal is considered compatible with the rural character of the locality and adequate opportunity exists in conjunction with the proposed subdivision to minimize disturbance to the landscape through clearing, earthworks and access roads.

ZONE NO. 7(d1) (ENVIRONMENTAL PROTECTION (SCENIC))

The objectives of this zone are –

- (a) to preserve the river valley systems, scenic corridors, environmentally sensitive areas and other local features of scenic attraction;**

Comment: The proposal provides for the preservation of environmentally significant areas of the site.

- (b) to protect hilltops, ridgelines, river valleys and other local features of scenic significance by controlling the choice and colour of building materials and the position of buildings, access roads and landscaping;**

Comment: The location of the proposed building platforms detailed in the submitted subdivision plan is considered to adequately address the principles relating to the protection of hilltops, ridgelines, river valleys or any other features of scenic significance. The nominated development areas proposed in conjunction with the Community Title subdivision will allow the preservation of vegetation in order to preserve a significant level of vegetation so as to preserve the character of the area.

- (c) to ensure that development does not create unreasonable or economic demands, or both, for provision or extension of public amenities or services.**

Comment: The proposal will not result in unreasonable or economic demands for the provision or extension of public amenities. Appropriate conditions are included in the recommendation requiring roadwork's and extension of infrastructure in order to cater for the proposed subdivision.

- (d) to prevent the establishment of traffic generating development along main and arterial roads; and**

Comment: The proposal, involving a rural subdivision is not considered to represent a significant traffic generating development and is not situated on a main/arterial road.

- (e) to control outdoor advertising so that it does not disfigure the rural landscape.**

Comment: The proposal involves a rural subdivision that is not anticipated to involve the provision of any permanent outdoor advertising therefore is able to satisfy this stated objective.

ZONE NO. 7(a) (ENVIRONMENTAL PROTECTION (WETLANDS))

The objectives of this zone are –

- (a) to protect wetland areas from development that could adversely affect their preservation and conservation; and**

Comment: The proposal provides for the preservation of identified wetlands situated on the subject site.

- (b) to preserve wetland areas as habitats for indigenous and migratory wildlife.**

ORDINARY MEETING

Meeting Date: 13 September 2005

Comment: The areas containing identified wetland areas are to be managed by a Voluntary Conservation Agreement with the National Parks and Wildlife Service so as to provide for the long term conservation of the riparian ecosystem and the adjoining slopes.

The areas of the subject site situated in the above described zones is detailed as follows:

HLEP 1989 Zone	Area
1(b)	194.8 ha
7(d1)	61.3 ha
7(a)	15.7 ha
Total	271.8 ha

Clause 11 – Rural subdivision – general provisions

It is noted that the subject subdivision has been lodged pursuant to the provisions of Amendment No. 126 of Hawkesbury Local Environmental Plan 1989 which was gazetted on 24 March 2005. This amendment provides a mechanism whereby lot averaging is able to be undertaken in order to allow for the improved long term management of endangered ecological communities and regionally significant wetlands within the Rural 1(b) and Rural 1(c1) zones.

Clause 11 of Hawkesbury LEP 1989 provides the following:

11 RURAL SUBDIVISION - GENERAL PROVISIONS

(1) *In this clause:*

commencement day means the day on which Hawkesbury Local Environmental Plan 1989 (Amendment No 126) commenced.

endangered ecological community means any endangered ecological community referred to in Part 3 of Schedule 1 to the Threatened Species Conservation Act 1995.

lot averaging subdivision means a subdivision of land within Zone No 1 (b) or 1 (c1) that complies with subclause (4) and will not result in an original allotment being divided into more allotments than the number resulting from dividing the area of the original allotment in hectares:

(a) *by 10, if the land is in Zone No 1 (b), or*

(b) *by 4, if the land is in Zone No 1 (c1).*

original allotment means an allotment in existence at the date on which Hawkesbury Local Environmental Plan 1989 (Amendment No 126) was gazetted.

regionally significant wetlands means any land shown as wetland on “the map” within the meaning of Sydney Regional Environmental Plan No 20—Hawkesbury-Nepean River (No 2—1997).

(2) *Except as otherwise provided by this clause and clause 13, the Council may consent to the subdivision of land in Zone No 1 (a), 1 (b), 1 (c), 1 (c1), 7 (a) 7 (d) or 7 (d1) only if the area of each of the allotments to be created is not less than:*

(a) *if it is not a lot averaging subdivision, that shown for the zone in Column 2 of the following Table, or*

ORDINARY MEETING

Meeting Date: 13 September 2005

(b) if it is a lot averaging subdivision, that shown for the zone in Column 3 of that Table.

Column 1	1. Column 2	Column 3
Zone	Minimum allotment size if not lot averaging subdivision	Minimum allotment size if lot averaging subdivision
1(a), 7(a) or 7(d)	40 hectares	Not applicable
1(b)	10 hectares	1 hectare where regionally significant wetland is contained within a lot for large scale agriculture
1(c)	2 hectares	Not applicable
1(c1)	4 hectares	1 hectare
7(d1)	10 hectares	Not applicable

Comment: The proposal does not satisfy the minimum area provisions detailed above in that Proposed Lot 16 is less than 10 hectares in size having a proposed area of 9 ha. In this regard the applicant has submitted a SEPP 1 Objection in relation to the minimum area provisions that is considered separately in this report. As the proposed variation does not exceed 10% Council may assume concurrence to determine the variation lodged under the provisions of State Environmental Planning Policy No. 1 – Development Standards.

(3) The Council may consent to the subdivision of land to which this clause applies only if:

(a) there is a ratio between the depth of the allotment and the frontage of the allotment that, in the opinion of the Council, is satisfactory having regard to the purpose for which the allotment is to be used, and

Comment: The depth to width ratio for all proposed allotments is satisfactory the allotments will be able to accommodate a suitable building area, associated asset protection zones and wastewater disposal areas.

(b) the pattern of allotments created by the proposed subdivision and the location of any proposed buildings on those allotments will, in the opinion of the Council, minimise the impact on any threatened species, populations or endangered ecological community or regionally significant wetland, watercourses, agriculture and bush fire threat, and

Comment: The subdivision pattern proposed in conjunction with the subject application will minimize the impact upon any threatened species, populations or endangered ecological communities or regionally significant wetland, watercourses, agriculture and bush fire threat. A Flora and Fauna Assessment, prepared by Conacher Travers Environmental Consultants, dated July 2004 and a Bushfire Threat Assessment, prepared by McKinlay Morgan & Associates, dated April 2005 demonstrate compliance with the requirements of this clause.

(c) the Council has considered a geotechnical assessment that demonstrates the land is adequate for the on-site disposal of effluent, and

Comment: A suitable report has been provided

(d) in the opinion of the Council, each of the allotments created contains suitable areas for a dwelling-house, an asset protection zone relating to bush fire hazard and effluent disposal.

ORDINARY MEETING

Meeting Date: 13 September 2005

Comment: The proposed allotments contain suitable areas for the purpose of establishing a building footprint, associated asset protection zones and area suitable for wastewater disposal. In this regard the applicant has prepared a constraints plan titled "Plan of Constraints Over Proposed Lots 15 & 19" detailing the anticipated development potential associated with each of the proposed Community Title allotments.

(4) A subdivision of land within Zone No 1 (b) or 1 (c1) complies with this subclause only if:

(a) the number of allotments proposed for dwelling-houses does not exceed the number of allotments that could have been created for dwelling-houses by a subdivision of the land immediately prior to the commencement day, and

Comment: In conjunction with the application a plan titled "Proposed Conventional 10 ha Development" has been prepared demonstrating the way in which the site could be subdivided prior to the gazettal of Amendment No. 126. This plan details that the site could be subdivided into eighteen (18) allotments.

(b) at least 20% of the land is occupied by an endangered ecological community or is a regionally significant wetland, and

Comment: The subject site contains a total of 194.8 ha of land zoned Rural 1(b). A site investigation undertaken has demonstrated that the area of mapped SREP 20 wetland totals 33 ha and that an area of Sydney Coastal River Flat Forest (constituting an endangered ecological community) of 8.5 ha is located on the site. Therefore, the total area of the site occupied by regionally significant wetland and an endangered ecological community is 41.5 ha or 21.3% of Rural 1(b) site area.

(c) the Council is satisfied that there will be a better environmental outcome from a lot averaging subdivision than would result without such a subdivision and that the long term survival of the endangered ecological community or regionally significant wetland will be enhanced, and

Comment: The regionally significant wetland is situated on proposed Lot 15 and 17. The applicant has provided the following having regard to the basis of the proposal's compliance with the provisions of this clause:

This area is to be managed through a Voluntary Conservation Agreement which allows for the continued use of the land for grazing and identifies the conservation significance of the land. This will ensure that the land is properly managed to limit the impact on the wetland. This will also result in the land not being further fragmented and the land not being disturbed by uncontrolled clearing for the construction of dwellings and associated infrastructure and uncontrolled agricultural practices.

Under the current zoning the land could be subdivided to create lots having a minimum area of 10 hectares. The creation of these lots would result in greater environmental impact from the erection of dwellings, effluent disposal and construction of roads. Use of the land that would result from this type of subdivision would impact on the existing environment by uncontrolled effluent and nutrient flows, weed invasion, stock damage from horses and goats, erosion tracks and inappropriate placement of dams. Significant fragmentation of flora and fauna and wetland communities would result from such a proposal and the current proposal avoids this threat.

Suitable habitat for a number of threatened species is present on the site outside of the area of the proposed rural residential lots.

ORDINARY MEETING

Meeting Date: 13 September 2005

The clearing required to provide suitable dwelling sites and infrastructure within lots created by any other form of subdivision would likely have greater impact on threatened species than the proposed subdivision.

Therefore, it is considered that the proposed development will lead to a better environmental outcome than using other forms of subdivision and that the long term survivability of any endangered ecological community or regionally significant wetland will be enhanced.

It is considered that the subject proposal is consistent with the objectives relating to the preservation of areas containing regionally significant wetland and endangered ecological communities.

- (d) any endangered ecological community will be contained within and managed on neighbourhood property under the provisions of the Community Land Development Act 1989, and**

Comment: The identified endangered ecological community is situated on Proposed Lot 1 (Community Lot). A Voluntary Conservation Agreement is proposed to be created so as to provide for the continued preservation of this portion of the site.

- (e) any regionally significant wetland will be contained within and managed on neighbourhood property under the provisions of the Community Land Development Act 1989 or on an allotment designed for large scale agriculture, and**

Comment: The regionally significant wetlands situated on the subject site are located on proposed Lot 15 and Lot 17. The application proposes to provide restrictive covenants on these proposed allotments requiring the continuance of "large scale agriculture" in order to satisfy the provisions of this clause.

- (f) the allotments proposed for a dwelling-house do not contain an endangered ecological community or, unless they are allotments designed for large scale agriculture, a regionally significant wetland.**

Comment: The allotments proposed for the rural residential subdivision (Lots 2 – 14) do not contain an identified endangered ecological community or a regionally significant wetland. Proposed Lots 15 and 17 are to have restrictive covenants imposed in order to ensure the long-term retention of "large scale agriculture". The plan of proposed subdivision identifies a "Proposed Dwelling Site" to be situated on proposed Lot 15 and 17 in areas that will not have significant impact upon areas of the site subject to environmental constraints.

- (5) Despite subclause (2), the Council may consent to a lot averaging subdivision of land within Zone No 1 (b) that creates allotments of not less than 1 hectare if the Council is satisfied that the subdivision will result in a regionally significant wetland being contained and managed within an allotment used for large scale agriculture.**

Comment: The subject proposal provides for a lot averaging subdivision maintaining a minimum allotment size of not less than 1 hectare and areas of regionally significant wetlands are situated on allotments proposed to have restrictive covenants imposed requiring use for large scale agriculture in accordance with the requirements of this clause.

- (6) Consent must not be granted to a subdivision of land within Zone No 1(a), 1(b), 1(c), 1(c1), 7(d) or 7(d1) that creates an allotment (otherwise than for use for a public purpose) unless the Council is satisfied that there is an area of land above the 1-in-100 year flood level on the allotment that is:**

- (a) sufficient for the erection of a dwelling-house, and**
(b) at natural surface level or at a level achieved by filling carried out with the consent of Council.

ORDINARY MEETING

Meeting Date: 13 September 2005

Comment: The predicted 1 in 100 year flood level along this portion of the Hawkesbury River is estimated between 12.6m to 13.0m (AHD). The identified dwelling sites on all proposed allotments are situated at levels well above the 1 in 100 year flood level:

(7) Not applicable

(8) Not applicable

(9) References to a number of allotments in this clause do not include allotments created for a public purpose or allotments created as neighbourhood property.

Comment: The proposal satisfies the requirements relating to the non-inclusion of neighbourhood property.

Clause 18 – Provision of water, sewerage etc. services

Clause 18 (1) of Hawkesbury Local Environmental Plan 1989 provides the following:

The Council shall not consent to any development on land to which this plan applies unless arrangements satisfactory to the Council have been made for the provision to the land of water, sewerage, drainage and electricity services.

The conclusions/recommendations contained within the reports prepared by H J Fiander & Associates are generally agreed with and it is considered that the proposed wastewater treatment facilities provided in conjunction with the proposal are satisfactory subject to the inclusion of appropriate conditions that have been included in the recommended conditions of consent.

The proposed allotments will be able to be connected to an electricity service. Suitable conditions of consent will be imposed for connection to this service prior to the release of the subdivision certificate. Suitable conditions will also be imposed for the provision of water storage in conjunction with the proposed subdivision.

Clause 21 – Danger of bushfire

A report relating to bushfire hazard associated with the site has been submitted in conjunction with the subject application titled "Bushfire Threat Assessment" prepared by McKinlay Morgan & Associates Pty Ltd, dated April 2005. This report concludes that any future development be situated in the area identified on the "Plan of Constraints Over Proposed Subdivision Of Proposed Lots 15 & 19" and identifies a number of measures to be applied in order to minimise the level of risk associated with the identified bushfire hazard.

In addition, a "Fuel Management Strategy" prepared by Conacher Travers, dated August 2004 details measures to be adopted in regard to the Community Title Lot 1, situated adjacent to the thirteen (13) rural/residential allotments, so as to provide guidelines for the management of this land so as to minimise fire hazard.

Appropriate conditions have been incorporated in the recommended consent requiring the measures outlined in these reports in addition to the requirements of the Rural Fire Service under its General Terms of Approval under Section 100B of the Rural Fires Act 1997 to be implemented as part of the subdivision of the subject site. It is considered that the application is satisfactory having regard to the provisions of Clause 21 of Hawkesbury LEP 1989.

Clause 27 and 28 – Heritage items/Development in the vicinity of heritage items

The subject site contains an item of identified heritage significance, listed in Schedule 1 – Heritage Items of Hawkesbury Local Environmental Plan 1989. A cottage, known as "Lilburndale", is situated on Lot 105 DP

ORDINARY MEETING

Meeting Date: 13 September 2005

881052, 403 West Portland Road, Sackville. The application proposes to retain this heritage item being situated on proposed Lot 18, having a total land area of 11 ha.

It is considered that the proposed subdivision would not have any detrimental impact upon the heritage item or its setting.

Clause 36 – Clearing of land within Zone No. 7(a), 7(d) or 7(d1)

A Flora and Fauna Assessment Report prepared by Conacher Travers, dated July 2004 has been submitted with the application. The report concludes that in respect of matters required to be considered under the Environmental Protection and Biodiversity Conservation Act (1999) one species *Tetratheca glandulosa* was recorded in the study area and that a referral to the Department of the Environment and Heritage was not required for this particular species.

In relation to matters required to be considered under the Environmental Planning and Assessment Act, 1979 relating to the species/provisions of the Threatened Species Conservation Act, 1995 five (5) threatened fauna species and one (1) threatened flora species *Tetratheca glandulosa* were recorded within or in close proximity to the subject site. The threatened fauna species included the following:

- Glossy Black-cockatoo (*Calyptorhynchus lathami*)
- Yellow-bellied Glider (*Petaurus australis*)
- Powerful Owl (*Ninox strenua*)
- Eastern Quoll (*Dasyurus viverrinus*)
- Red-crowned Toadlet (*Pseudophryne australis*)

The report concludes that the proposal would not cause a significant impact upon threatened species, populations and endangered ecological communities. As such, a Species Impact Statement is not required to be prepared. Suitable habitat for a number of identified threatened species is present on the site outside of the area of the proposed rural/residential allotments.

Eight Part Test (Section 5A Environmental Planning and Assessment Act, 1979)

An eight part test has been prepared in relation to the potential impact upon threatened species as a consequence of the proposed development was prepared by Conacher Travers. This assessment concludes that the degree of impact attributable to the proposal will not require the preparation of a Species Impact Statement.

Given the degree of impact attributable to the proposal and the findings of the Flora and Fauna Assessment undertaken in respect of the subject site it is considered that the proposal is satisfactory having regard to the requirements of Clause 36 of Hawkesbury LEP 1989.

SEPP No. 1 Objection to Clause 11 of Hawkesbury Local Environmental Plan 1989

As detailed in the previous section of this report the proposed lot 16 does not satisfy the minimum 10ha allotment size. This allotment is situated within the Environmental Protection (Scenic) 7(d1) zone under the provisions of Hawkesbury Local Environmental Plan 1989. Proposed Lot 16 is to have a land area of 9 ha which is 1000 sq metres or 10% below the adopted minimum subdivision standard contained in Clause 11(2) of Hawkesbury Local Environmental Plan 1989. In regard to the non compliance with this development standard, Falson and Associates, Town Planning Consultants have submitted a detailed objection under the provisions of SEPP No. 1 - Development Standards.

It is considered that the proposal will provide for a subdivision layout that satisfies the stated objectives listed in Hawkesbury Local Environmental Plan 1989 and Hawkesbury Development Control Plan 2002. Given that appropriate provision has been made to preserve significant wetland areas and endangered ecological communities situated on the subject site and that appropriate measures are proposed to ensure protection from bushfire and flood risk and that the proposal will not detrimentally impact upon the

natural environment it is considered appropriate to support the variation sought under the provisions of SEPP No. 1.

Draft Amendment 108 to Hawkesbury Local Environmental Plan 1989

This plan introduces the recommendations of the Hawkesbury Sustainable Development Strategy and amends the zone names and objectives for the Rural and Environmental Protection zones. The subject site is situated partly in the proposed Environmental Protection - Mixed Agriculture and partly in the Environmental Protection – Agriculture Protection zones.

Comment: The proposed subdivision is considered to be consistent with the objectives and requirements of Draft Amendment 108. In particular, it is noted that the proposal provides for a subdivision layout and proposed management plan that enables the preservation of the environmentally significant portions of the site and retains the agricultural potential of the areas capable of supporting such land uses.

Hawkesbury Development Control Plan

The Hawkesbury Development Control Plan applies to the land. Relevant chapters of the DCP are General Information, Notification, Soil Erosion and Sedimentation Control, Effluent Disposal and Subdivision.

General Information - It is considered that sufficient information has been submitted with the application for Council to assess the application.

Notification - The application was publicly exhibited on three occasions.

Soil Erosion & Sedimentation Control - Soil erosion and sedimentation measures are to be installed and maintained during construction. Erosion and sediment control will also be enforced through conditions of consent.

Effluent Disposal - The report submitted H J Fiander and Associates is considered to adequately address the provisions of this chapter.

Subdivision - Relevant extracts of this chapter relate to flora and fauna protection, visual amenity, utility services and contamination, rural lot size and shape, rural road and access way design, and effluent disposal. Where relevant these matters will be discussed in the planning assessment below or addressed by conditions of consent. The development complies with the requirements of this chapter.

Community Consultation

The plans originally submitted with the application were notified by letter dated 31 August 2004. In response to this notification nine written submissions were received raising objection to the proposal.

Amended plans were renotified by letter dated 18 March 2005. In response to this second notification five written submissions were received all raising objection to the proposed development.

The applicant submitted a further set of amended plans in relation to the proposed subdivision that form the basis of this planning report. These details were renotified by letter dated 13 July 2005. In response to this third notification five written submissions were received of which four raised objection and one raised no objection to the proposed subdivision.

The issues raised in conjunction with the notification of the proposal are summarised below. The matters are dealt with in the following planning assessment:

Plans detail extension of Coobah Road to West Portland Road leading to a substantial increase in traffic volume

Increase in traffic hazard to local residents

Additional traffic flows would have negative impact upon the condition of the road

ORDINARY MEETING

Meeting Date: 13 September 2005

Reduction in amenity of area through additional density
Proposed allotment areas are not compatible with the existing subdivision pattern
Loss of vegetation on a ridge top resulting in environmental degradation
Polluted water would flow into significant wetland areas
Adequacy of proposed sewage management facility
Proposal would create an undesirable precedent
Inadequate protection of identified wetland area
Potential additional harm to existing environment
The proposal will result in a loss of outlook to adjoining properties
Additional noise pollution
Further subdivision of created allotments will occur
The flora and fauna assessment undertaken in conjunction with the application is inadequate
Allotments should be restricted to a 10 ha minimum area.
Additional strain on bush fire fighting resources.
Limited infrastructure to support increased population growth in the area
Added traffic congestion

Public Information Meeting/Facilitation Meeting

In addition to the notification a public information meeting was held at Council offices on 9 September 2004. The purpose of this meeting was to provide opportunity for adjoining property owners to obtain additional information in relation to the proposal with Council staff and the applicant in attendance to answer any questions that arose from the submitted details.

A Facilitation Meeting was held on 25 August 2005 and was attended by the applicants and their surveyors, six residents and Councillors Books, Devine and Council staff. The principal issues that were raised at this meeting in relation to the proposed subdivision are detailed as follows:

- Size of allotments not being compatible with existing subdivision patterns and character of the area;
- Level of clearing required in conjunction with proposed Community Title Allotments;
- Bushfire evacuation; and
- Provision of restrictions on land to control trail bikes and truck depots.

Planning Assessment

Consideration has been given to s79C (1)(b) of the EP& A Act as shown below. It should be noted that a full assessment is contained within Council's file.

Context and Setting

The Properties are mainly used for rural - residential purposes and vary in size from less than 998 sq metres along West Portland Road to 40 ha. The subdivision proposes 13 additional development lots as an extension to Coobah Road, and 4 lots to be accessed from West Portland Road, proposes the preservation of ecologically significant vegetation along Bradleys Creek and significant wetlands known as Irwins Swamp and Bradleys Swamp.

Given the proposed easements for sewer and water mains and depth of irrigation areas it is likely that many of the new dwellings to Coobah Road will be setback a minimum of 20m from the front property boundary. The new dwelling sites proposed on West Portland Road are to be setback 25 – 70m from the front boundary. This land is set generally above the height of the road and the proposed location of dwelling sites is consistent with existing development along West Portland Road.

It is, therefore considered that the subdivision is not inconsistent or incompatible with the rural - residential development that surrounds the site and will not significantly adversely impact upon the environmental or scenic quality of the landscape or the character and amenity of the area. The proposed development is not inconsistent with the existing land uses and activities in the locality. Surrounding properties will not be significantly or unreasonably impacted upon in terms of sunlight access, overshadowing, loss of visual and acoustic privacy, loss of views, vistas or traffic generation.

Access, Transport and Traffic

Four of the proposed allotments are to be accessed via West Portland Road whilst 13 allotments proposed in conjunction with the Community Title subdivision are to be accessed via an extension to Coobah Road. It is noted that the subject site currently consists of 14 allotments, eight of which have the potential to obtain access from Coobah Road. The RTA traffic generation rates for dwelling houses prescribe a daily vehicle movement of 9.0 per dwelling and peak hour vehicle trip movements of 0.85 per dwelling. As such the additional allotments that are proposed to obtain access from Coobah Road would result in approximately 45 additional daily vehicle trips and 4.25 additional peak hour trips onto Coobah Road, compared to the current situation (if dwellings were constructed on existing lots).

The site distances proposed in conjunction with the proposed allotments are considered satisfactory. Appropriate conditions have been included in the recommended consent relating to road works in Coobah Road. Given the relatively minor increase in anticipated traffic volumes associated with the proposal and the required road works it is considered that the proposed subdivision will not result in an unreasonable traffic impact upon the immediately adjacent road system.

The proposal will be required to provide emergency access only and it is not proposed to provide a permanent link between Coobah Road and West Portland Road.

Utilities and Public Domain

The applicant has provided details in relation to the on-site disposal and re-use of treated wastewater generated by the proposed subdivision. The provision of electricity and telephone services to the proposed allotments will be able to be provided in consultation with the appropriate service authorities. In accordance with Council's adopted Section 94 Contributions Policy an appropriate condition has been included in the recommended consent requiring payment for open space, recreational facilities and community facilities in order to make additional provision for future residents.

Heritage

The subject site contains an item of identified heritage significance, listed in Schedule 1 – Heritage Items of Hawkesbury Local Environmental Plan 1989. A cottage, known as "Lilburndale", is situated on Lot 105 DP 881052, 403 West Portland Road, Sackville. The application proposes to retain this heritage item being situated on proposed Lot 18, having a total land area of 11 ha.

As detailed previously in this report it is considered that the proposed subdivision would not have any detrimental impact upon the heritage item or its setting.

Effluent Disposal, Water, Soils, Air and Climate and Other Land Resources

Two waste water feasibility reports have been submitted. These reports detail the capability of the site to support on-site disposal of wastewater and provide recommendations for the type and location of on-site effluent disposal.

West Portland Road

This assessment provides that the existing wastewater arrangements provided in conjunction with the dwellings situated on Lots 16 and 18 are satisfactory and that the suggested dwelling sites proposed in conjunction with Proposed Lots 15 and 17 would be able to accommodate a range of on-site sewage treatment facilities.

Coobah Road

In respect of Proposed Lots 2 and 3 the application proposes the provision of separate on-site treatment facilities. Proposed Lot No. 3 - 14 are to be connected to a centralised sewage treatment plant. This facility will need to be installed prior to release of the Subdivision Certificate. An appropriate condition has been included in this regard.

ORDINARY MEETING

Meeting Date: 13 September 2005

It is considered appropriate for a Restriction under Section 88B to be applied to the lots to require any effluent disposal system for the properties to be carried out as per the recommendation of the geo-technical report.

Generally, the soil structure of the site is suitable for the proposed subdivision and resultant development. Erosion and sedimentation devices are to be installed during construction. The air and microclimate of the locality is suitable for the proposed subdivision and future rural/residential development.

Flora and Fauna

A flora and fauna assessment has been submitted in conjunction with the application that adequately addresses the provisions of the Eight Part Test pursuant to the Act (Section 5A) and State Environmental Planning Policy 44 - Koala Habitat Protection.

The proposed community lot is to contain the endangered ecological community and management under the provisions of a community management plan, which will include obligations relating to vegetation and weed control. The wetland areas situated on the subject site are to be situated within two (2) large agricultural allotments in accordance with the requirements of Clause 11(4) of Hawkesbury Local Environmental Plan 1989.

In addition, the applicant has prepared a Voluntary Conservation Agreement in respect of the site in order to further ensure the preservation of the significant ecological attributes.

Proposed building sites and asset protection are located in areas, which are substantially cleared. Clearing and reshaping works required for private access ways are considered satisfactory and can be controlled by condition of consent.

Waste, Energy, Noise, Vibration and Construction Works

Waste collection services will be able to be provided to the proposed allotments. The layout of the proposed subdivision achieves satisfactory performance in relation to energy efficiency criteria. Construction works associated with the subdivision or any anticipated use of the allotments is not expected to result in an unreasonable level of noise or vibration impact. In order to reduce any potential impact appropriate conditions have been included in the recommended consent restricting hours of construction and requiring measures to be introduced having regard to maintaining amenity.

Natural Hazards and Technological Hazards

The property is situated partly in the extreme, major and minor bush fire risk areas however the identified risk is not such as to render the site unsuitable for the proposed subdivision. The NSW Rural Fire Service has provided general terms of approval for the development. Adequate building area is available on the subject site that is above the predicted flood levels associated with the adjacent Hawkesbury River system and Council has no recorded incidence of landslide on the site.

No evidence of contamination of the land from past activities exists that would restrict future development of the proposed allotments.

Safety, Security & Crime Prevention, Social and Economic Impact in the Locality

Improvements to Coobah Road will enhance existing vehicular safety. No significant negative social impact is anticipated. The subdivision will create a positive economic impact.

Site Design and Internal Design

The proposed subdivision complies with minimum "lot averaging" area standards permitted by Clause 11 of Hawkesbury Local Environmental Plan 1989. Each allotment has an area of at least 1ha nominated for the purposes of a house site, effluent disposal and Asset Protection Zone.

Each allotment has a satisfactory depth to width ratio as determined by the Hawkesbury DCP. Under the provisions of Clause 11 the lots created by this subdivision will not be capable of further subdivision.

The building envelopes and access ways are generally located on gentle to moderately sloping land. The visual impact of the subdivision and resultant development will not be significant or out of character with the surrounding area. Significant stands of vegetation throughout the site are proposed to be retained.

It is therefore considered that the lot layout is such that resultant development of the land will not have a significant impact upon the environment, in particular watercourses and existing stands of significant vegetation. In addition, the subdivision satisfies the relevant provisions of SREP No. 20 (No.2 - 1997).

Cumulative Impact

The proposed development is compatible with the surrounding land uses and, given the benefits of the lot averaging subdivision, in particular preservation of the identified wetlands and endangered ecological community, no significant negative cumulative impact is foreseen. Clause 11 4(a) HLEP 1989 prevents further subdivision of the large allotment. However, a condition has been included requiring a restrictive covenant to be placed on the title in this regard.

Public Interest

The submissions of respondents have been identified previously in this report. It is considered that the concerns raised are not of sufficient weight to warrant refusal of the application and many are able to be addressed through appropriate conditions of consent.

Conclusion

The proposed subdivision demonstrates satisfactory compliance with the provisions of Sydney Regional Environmental Plan No. 20, Hawkesbury Local Environmental Plan 1989, Hawkesbury Development Control Plan and will provide for the preservation of existing wetlands and endangered ecological communities. It is recommended that the application be approved.

Conformance to Strategic Plan

The recommendation conforms with the objectives as set out in the Strategic Plan, i.e.

"A prosperous community sustained by a diverse local economy that encourages innovation and enterprise to attract people to live, work and invest in the city", and

"Sustainable and liveable communities that respect, preserve and manage the heritage, cultural and natural assets of the City".

Funding

No impact on Budget

ORDINARY MEETING

Meeting Date: 13 September 2005

RECOMMENDATION:

- A. Council support the objection lodged under State Environmental Planning Policy 1.
- B. Development application No DA796/04 for a two stage subdivision of the following land be approved subject to the following conditions:

Lot 1 and 2 DP 244780, Lots 103, 104 and 105 DP 881052, Lot 91 DP 751656, Lot 2 DP 877954, Part Lot 138 DP 751656, Lot 167 DP 651700, Lot 101 DP 1018329, Lot 2 DP 1015245, Lot 1 DP 877954, Lot 26 and 27 DP 751656

General Conditions - (Stages 1 & 2)

- 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. Stage 1 comprises subdivision of the land into five torrens title allotments. Stage 2 comprises subdivision into 14 community title allotments.
- 3. No excavation, site works or building works shall be commenced prior to the issue of an appropriate Construction Certificate.
- 4. The development shall comply with the Environmental Planning and Assessment Act, 1979 at all times.
- 5. 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.
- 6. All vegetative debris (including felled trees) resulting from the approved clearing of the site for construction, is to be chipped or mulched. Tree trunks are to be recovered for posts, firewood or other appropriate use. No vegetative material is to be disposed of by burning.

NSW Rural Fire Service General Terms of Approval - (Stages 1 & 2)

- 7. The siting of any proposed dwelling is to be confined to the building footprints identified on each lot on the drawing prepared by McKinlay Morgan and Associates Pty Ltd identified as Plan No. 89476/2: DA:12.
- 8. All Inner Protection Areas, as identified on the drawing prepared by McKinlay Morgan and Associates Pty Ltd and identified as Plan No. 89476/2: DA:12, are to be established and maintained as specified within Section 4.2.2(b) of Planning for Bushfire Protection 2001.
- 9. All Outer Protection Areas, as identified on the drawing prepared by McKinlay Morgan and Associates Pty Ltd and identified as Plan No. 89476/2: DA:12, are to be established and maintained by the Community Association, as specified within Section 4.2.2(b) of Planning for Bushfire Protection 2001.
- 10. The provision of a common bulk water storage tank having a minimum capacity of 100 000 litres and dedicated for fire fighting purposes. The bulk water tank shall be sited in a position nominated within the bushfire threat assessment and provide a reticulated service to individual dedicated fire storage tanks within each proposed lot. The bulk water storage tank shall provide easy access for a Category 1 Fire Tanker and be fitted with a lever type ball stop valve and 65mm Storz coupling.
- 11. The provision of a bulk water storage tank having a capacity of at least 10 000 litres within each of the proposed lots. The dedicated water storage tank shall be connected to the reticulated supply

ORDINARY MEETING

Meeting Date: 13 September 2005

supplied from the bulk water tank and provide easy access for a Category 1 Fire Tanker and be fitted with a lever type ball stop valve and 65mm Storz coupling.

12. A fire trail system shall be constructed to comply with the requirements of Section 4.3.3 within Planning for Bushfire Protection 2001 and located as indicated on the plan prepared by McKinlay Morgan and Associates Pty Ltd and numbered 89476/2: DA:5.
13. The constructed section of Coobah Road within the proposed development shall have a minimum sealed width of 5.5 metres.
14. A turning circle complying with the requirements of Section 4.3.2 of Planning for Bushfire Protection 2001 shall be constructed at the eastern end of Coobah Road.
15. An emergency access road shall be constructed to comply with Section 4.3.3 of Planning for Bushfire Protection 2001 and extend from the turning circle proposed to the eastern end of Coobah Road to West Portland Road further to the east. The emergency access road shall be restricted to emergency vehicle access and private vehicles during times of emergency only.

Prior To Issue Of Construction Certificate - (Stages 1 & 2)

16. An Environmental Management and Rehabilitation Plan for the development site shall be prepared by an appropriately qualified person. The Plan shall address (without being limited to) the clearing of vegetation, lopping and removal of trees, earthworks, erosion control, site rehabilitation and landscaping.
17. All site works shall be carried out in accordance with the Plan. Implementation of the Plan shall be supervised by an appropriately qualified person.
18. Construction of the road, access, drainage and filling are not to commence until three copies of the plans and specifications of the proposed works are submitted to and approved by the Director of External Services or an Accredited Certifier.
19. A Traffic Guidance Scheme prepared in accordance with AS 1742-3 (1996) by an appropriately qualified person shall be submitted to Council. Where the works affect Roads and Traffic Authority controlled roads, the Traffic Guidance Scheme is to be approved by the Roads and Traffic Authority before submission to Council.
20. Where appropriate, payment of Construction Certificate and Compliance fees to Council in accordance with Council's Revenue Pricing Policy
21. Submission to Council for approval of a Vegetation Management Plan in accordance with the recommendations of the flora and fauna assessment prepared by Conacher Travers and dated July 2004 (Reference 3591).
22. Submission of proof of the payment of the Building Industry Long Service Levy where the value of civil works exceeds \$25,000.00.

Prior To Commencement Of Works - (Stages 1 & 2)

23. All traffic management devices shall be installed and maintained in accordance with the approved traffic management plan.
24. 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.

ORDINARY MEETING

Meeting Date: 13 September 2005

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 the commencement of works, notice is to be given to Hawkesbury City Council, in accordance with the Environmental Planning and Assessment Regulation.
27. Toilet facilities (to the satisfaction of Council) shall be provided for workmen throughout the course of building operations. The facility shall be located wholly within the property boundary.
28. A sign displaying the following information is to be erected adjacent to each access point and to be easily seen from the public road. The sign is to be maintained for the duration of works:
 - (a) Unauthorised access to the site is prohibited.
 - (b) The owner of the site.
 - (c) The person/company carrying out the site works and telephone number (including 24 hour 7 days emergency numbers).
 - (d) The name and contact number of the Principal Certifying Authority.

During Construction - (Stages 1 & 2)

29. Any water tanks, outbuildings or other ancillary structures shall be finished in colours and materials of earth tones of low reflective quality to blend in with the bushland.
30. Dust control measures, eg vegetative cover, mulches, irrigation, barriers and stone shall be applied to reduce surface and airborne movement of sediment blown from exposed areas.
31. Measures shall be implemented to prevent vehicles tracking sediment, debris, soil and other pollutants onto any road.
32. All trucks entering or leaving the site shall have their trays suitably covered to prevent spillage from the truck onto the road.
33. No trees are to be removed without the approval of Council.
34. Boundary fence lines shall be hand cleared only, with no topsoil disturbance, to a maximum width of 1m.
35. All necessary works being carried out to ensure that any natural water flow from adjoining properties is not impeded or diverted.
36. 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.
37. 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.
38. All natural and subsurface water-flow shall not be re-directed or concentrated to adjoining properties. Water flows shall follow the original flow direction without increased velocity.

ORDINARY MEETING

Meeting Date: 13 September 2005

39. All civil construction works required by this consent shall be in accordance with Hawkesbury Development Control Plan appendix E Civil Works Specification.
40. Table drains and associated drainage shall be constructed along the road frontage for lots 4 to 14.
41. All necessary drainage works shall be constructed along the access strip and across the footway as required.
42. Arrangements are to be made for the provision of common drainage and the disposal of storm water from the site.
43. All fill including existing fill must be compacted to 98% standard compaction in accordance with AS1289 and verified by the submission of test results for each lot accompanied by a contoured depth of fill plan.
44. Erosion and sediment control devices are to be installed and maintained until the site is fully stabilised in accordance with the approved plan and Hawkesbury Development Control Plan chapter on Soil Erosion and Sedimentation.

Prior To Issue Of Subdivision Certificate - (Stages 1 & 2)

45. Compliance with all conditions of this consent.
46. A Certificate from a telecommunications carrier confirming that provision has been made for services to the development shall be submitted to the Principal Certifying Authority.
47. Written clearance from Integral Energy shall be submitted to the Principal Certifying Authority.
48. The new road shall be dedicated as a public road.
49. The structural adequacy of the dam and spillway capacity is to be certified by a suitably qualified and experienced engineer.
50. A Surveyor's Certificate stating that all pipelines are contained within the proposed/existing easements shall be submitted.
51. A works as executed plan shall be submitted to Council on completion of works. The plan shall include the location of the constructed dam in relation to property boundaries
52. Easements 4m wide and 10m long shall be created over the site for drainage discharge from roads (at no cost to Council).
53. A plan of subdivision prepared to the requirements of the Land Titles Office, shall be submitted to Council, with four copies.
54. A Surveyor's Certificate stating that all existing buildings on the lots comply with the Building Code of Australia in relation to boundary setbacks shall be submitted.
55. A survey plan showing all existing services on the lots including septic tank and effluent disposal area, sewer connections and stormwater disposal shall be submitted. The plan shall demonstrate that there are no encroachments over remaining or proposed boundaries.
56. The separate parts of the lots are to be joined by a vinculum.
57. All required Asset Protection Zones are to be established on site.
58. Completion of relevant works required by the approved vegetation management plan.

ORDINARY MEETING

Meeting Date: 13 September 2005

59. The creation of a restriction on the use of the land under section 88B of the Conveyancing Act requiring:
- Any future development is to occur in accordance with the approved plan of constraints.
 - Further subdivision, other than by boundary adjustment, is prohibited.
 - Any on site effluent disposal system installed on the lots is to be designed, installed, certified and maintained in accordance with the report prepared by Toby Fiander and Associates titled Feasibility of On-Site Wastewater Disposal System at Proposed Five Lot Subdivision of "Merit Farm" West Portland Road, Sackville, dated 12 May 2005 and any supplementary reports/plans required by conditions of this consent. This restriction is to advise that any development application for development which will generate more than 5 equivalent persons of waste water is to be accompanied by a feasibility study examining the capacity of the sewage management facilities to cater for the increased loading.
 - Asset Protection Zones are to be maintained in accordance with the provisions of Planning for Bushfire Protection, January 2001. (This is to include any necessary legal mechanism to allow for maintenance of Asset Protection Zones on adjacent land lots within the development.)
 - Where relevant, lots are to be managed in accordance with the approved Vegetation Management Plan
 - Compliance with relevant conditions of consent required by the NSW Rural Fire Service.

Additional Conditions for Stage 1 - Five Lot Torrens Title Allotments

60. The road shoulders and full width sealed pavement of Coobah Road shall be constructed for the length of proposed lots 4 to 14 and at end add "a turning circle with a minimum pavement radius of 12 metres is to be constructed with the centre of radius in a line running along a prolongation of a line running south from the eastern boundary of Proposed Lot 14.
61. Perimeter and internal fire trails are to be constructed and/or upgraded at the locations shown on the approved subdivision plans. A one (1) metre wide cleared strip is to be provided on either side of all fire trails. Passing bays, seven (7) metres wide and twenty (20) metres long are to be provided at every 200 metre interval along the access. All works are to be carried out in accordance with the Planning for Bushfire Protection 2001.
62. The fire trail to be situated within Proposed Lot 17 is to be constructed outside the northern perimeter of the rock outcrop situated approximately 100 metres to the east of the constructed portion of Coobah Road. These works are to be incorporated into a locally widened section of road reserve to be created in this location.
63. Payment of a Linen Release Fee of \$875.00. This amount is valid until 30 June 2006.
64. A report from a suitably qualified and experienced consultant shall be provided to Council for approval which:
- i. investigates the operation of the existing on-site sewage management facilities; and
 - ii. confirms that the systems are functioning appropriately and the system and irrigation areas comply with recommended buffer distance of Environment & Heath Protection Guidelines On Site Sewage Management for Single Dwelling, January 1998 with respect to the location of driveways, dwellings and property boundaries, or

ORDINARY MEETING

Meeting Date: 13 September 2005

- iii. makes appropriate recommendations for the augmentation, relocation, repair or replacement of these systems. Any such works are to be completed to the satisfaction of Council prior to release of the subdivision certificate.

Additional Conditions for Stage 2 - 14 Lot Community Title Subdivision

65. A separate Construction Certificate Application is to be lodged for the proposed Sewage Management Facility, Recycled Water Storage, Bushfire Water Storage Tanks and am.
66. Construction of the drainage, dam and filling are not to commence until three copies of the plans and specifications of the proposed works are submitted to and approved by the Director External Services or an Accredited Certifier.
67. Submission to and approval by Hawkesbury City Council of an "Application to Install a Sewaged Management Facility" for the proposed centralised sewage management facility to be provided for Proposed Lots 3 to 14 Coobah Road in accordance with Section 68 of the Local Government Act 1993. The proposal is to incorporate the following:
 - a) Sewer drainage lines to be installed that will convey sewage from each of the residences on Lots 3 to 14 to the Centralised Sewage Management Plant via storage tanks and positive displacement pumps and rising main.
 - b) The storage tank on each of the properties having a minimum capacity of 1500 liters in order to provide storage during extended periods of power interruption.
 - c) That the Centralized Sewage management Plan is to be fenced and a sealed access driveway is to be provided from Coobah Road to the Plant.
68. The dam shall be constructed in accordance with the Dam Construction chapter of Hawkesbury Development Control Plan.
69. A monetary contribution is to be paid to Council, pursuant to Section 94 of the Environmental Planning and Assessment Act 1979, towards the provision of the following public facilities in the locality:

(a) Open Space and Recreation	(\$7,389.28)
(b) Community Facilities	(\$9,404.12)
70. Contributions are to be paid prior to issue of the Construction Certificate. The amount has been determined in accordance with Hawkesbury Section 94 Contribution Plan. A copy of the Contributions Plan may be inspected at Council's Offices, George Street, Windsor.
71. The amount of contribution payable under this condition has been calculated on the basis of costs as at the date of consent. In accordance with the provisions of the Contributions Plan, this amount shall be INDEXED at the time of actual payment in accordance with movement in the Consumer Price Index as published by the Australian Bureau of Statistics. The attached fee schedule is valid for 3 (three) months.
72. A Certificate from a telecommunications carrier confirming that provision has been made for services to the development shall be submitted to the Principal Certifying Authority.
73. The sewerage management facilities detailed in the report by Toby Fiander dated 2 May 2005 shall be installed and operational for lots 4 to 14 prior to the release of the subdivision certificate.
74. A Management Statement complying with Schedule III of the Community Land Development Act, 1989, shall be lodged with and approved by Council. This statement is to include a provision that Lot 1 is not to be used for the purpose of erecting a dwelling.

ORDINARY MEETING

Meeting Date: 13 September 2005

75. The Neighbourhood Management Statement shall include a provision that no dwelling shall be erected on the neighbourhood lot.
76. Payment of a Linen Release Fee of \$2,000. This amount is valid until 30 June 2006
77. Evidence is to be provided prior to the release of the Stage 2 (Community Title) subdivision plan in relation to the formalisation of the Voluntary Conservation Agreement between current owners and the property and the Minister for the Environment of the NSW relating to Part Proposed Lot 15 and Proposed Lot 17.
78. Appropriate legal instruments in respect to the ongoing maintenance of the main sewerage lines and the Centralised Sewage Management Plant by the Community Association are to be submitted to Council and be registered on title.
79. Appropriate legal instruments in respect to easements to be created over the storage tank and positive displacement pumps and associated rising main to be registered on each of the allotments served by the Centralised Sewage Management Plan and placing the responsibility for ongoing maintenance of those installations on the Community Association, be submitted for Council and registered on title.

Advisory Notes

80. Should any aboriginal site or relic be disturbed or uncovered during the construction of this development, all work should cease and the National Parks and Wildlife Service consulted. Any person who knowingly disturbs an aboriginal site or relic is liable to prosecution under the National Parks and Wildlife Act 1974.
81. The applicant is advised to consult with:
 - (a) Integral Energy
 - (b) a local telecommunications carrier

Regarding their requirements for the provision of services to the development and the location of existing services that may be affected by proposed works, either on site or on the adjacent public roads.

The developer is responsible for all costs associated with any alteration, relocation or enlargement to public utilities whether caused directly or indirectly by this proposed subdivision.

ATTACHMENTS:

AT - 1 Plan Booklet - (*Distributed Under Separate Cover*)

oooO END OF REPORT Oooo

INFRASTRUCTURE SERVICES

Item: 275 **IS - Street Tree Policy - DRAFT - (79354)**

Previous Item: NM, Ordinary (22 February 2005)

REPORT:

The draft street tree policy proposes that additionally a number of other documents be developed to come under the umbrella of Hawkesbury City Council's Vegetation Management Policies. These documents include: a *Vegetation Management Policy: Parks and Reserves*; *Natural Areas Management Strategy*; *Specifications for Tree Placement*; *Street Tree Master Plans* and a *Significant Tree Register*.

The recently released "Urban Tree Risk Management Guide" prepared for Westpool has been referenced within the Policy, particularly in relation to suitable and unsuitable trees when considering species for planting within streets.

The policy is a draft and it is recommended that prior to adoption it be workshopped with relevant stakeholders such as Integral and the RTA as well as seeking community input.

RECOMMENDATION:

That:

1. The Draft Tree Management Policy be workshopped with relevant stakeholders, and exhibited for public comment for a period of 28 days prior to being reported for adoption.
2. The development of the additional vegetation policies/specifications be undertaken as resources permit.

ATTACHMENTS:

AT - 1 Draft Vegetation Management Policy - Roadsides - (*Distributed Under Separate Cover*)

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 13 September 2005

Item: 276 IS - Windsor Toilet Facilities - (95495, 76542, 73749)

REPORT:

There have been ongoing representations regarding the provision of public toilets for community access within the Windsor Mall area, and particularly since the sale of the Council owned property in Fitzgerald Street, which did give access to public toilets albeit on a limited time basis.

An offer has been received from the Manager of Windsor Kentucky Fried Chicken (KFC) to allow general public access to the toilet facilities within the KFC establishment during operating hours of the business. As a trade-off for providing this facility he has requested that two of the parking bays at the rear of the building be dedicated for the use of KFC.

It is considered that the saving in capital cost and the ongoing cleaning costs of the toilets would justify support of the request. It is proposed that an agreement be made with KFC based, exchange of the correspondence with termination by either party at four weeks notice. It is also felt appropriate that signage be erected within the mall at both Kable Street and Fitzgerald Street indicating the public toilets at KFC.

Conformance to Strategic Plan

The proposal is deemed to conform with the objectives set out in Council's Strategic Plan i.e:

"Objective: Establish a framework to define and equitably manage the infrastructure demands of the City."

Funding

Funding for signage is available in the signage budget.

RECOMMENDATION:

That the offer of Windsor Kentucky Fried Chicken (KFC) to provide access to the general public to toilet facilities be accepted on the basis of two parking bays at the rear of the building being dedicated to KFC use. The agreement being by correspondence with termination by either party at four weeks notice.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

SUPPORT SERVICES

Item: 277 SS - Membership in the Local Government Buy Recycled Alliance - (95496, 96333).doc

REPORT:

The Local Government Buy Recycled Alliance (LGBRA) is a joint undertaking by the Local Government Association of NSW and the Shires Association of NSW and the Shires Association of NSW, together with the Department of Environment and Conservation (NSW) to encourage and assist Local Government with the purchase of Recycled Content Products (RCP's).

Some Alliance Objectives

- To create a partnership of Local Governments committed to increasing the use of recycled products in their operations and services.
- To encourage the sustainable use of resources and to 'CLOSE THE RECYCLING LOOP'.
- To support sustainable long-term markets for recyclable materials collected from kerbside and collection facilities.

Some Advantages of Buying Recycled Products

- Improving Council's use of resources by efficient management and monitoring of buy recycled purchasing. Also by embracing the attitude of 'Rethink, Reduce, Reuse and Recycle' Council will save money.
- Enhance the market development of recycled products by increasing demand for products made from recyclable materials, which at the same time will create jobs and economic development opportunities.
- Show leadership to local business, industry and the community by demonstrating that recycled products are competitive in quality, reliability, availability and price, and send a clear message up the supply chain calling for the responsible use of resources.

Some Alliance membership benefits

- A network of shared knowledge, experiences and achievements to advance the performance of all members.
- Public recognition of achievements and a membership certificate.
- Up-to-date product development through forums with suppliers.

Joining the Alliance

All that's required to become a member of the LGBRA is to sign a Memorandum Of Understanding committing to the principles of the Alliance:

- Consider implementing a "Buy Recycled" purchasing policy.
- Work with the Alliance to investigate expanding "Buy Recycled" purchasing.
- Report back to the LGBRA annually.

ORDINARY MEETING

Meeting Date: 13 September 2005

- Network with other councils to share knowledge
- Participate in education programs, expo's, seminar's and forums.

Membership to the Alliance is free.

Conformance to Strategic Plan

The proposal is deemed to conform with the objectives set out in Council's Strategic Plan i.e:

"Objective : Implement plans and controls to reduce and manage waste and promote the environmental health of the city."

Funding

There are no current funding implications for this proposal.

RECOMMENDATION:

That Council become a member of the Local Government Buy Recycled Alliance, by signing the Memorandum Of Understanding for the Alliance.

ATTACHMENTS:

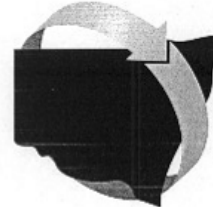
AT - 1 Local Government Buy Recycled Alliance brochure

AT - 2 Local Government Buy Recycled Alliance Memorandum of Understanding

AT - 1 Local Government Buy Recycled Alliance brochure

“The marketplace drives the manufacture of products, recycled or not. This holds the key to all of recycling. Without a market for the product, there is no economic reason to collect recyclables. Many environmental reasons can be promoted for recycling (saving resources, extending landfill life, less polluting in the environment). Without economic feasibility, these reasons alone will not satisfy the business environment. That is why it is important to buy recycled to stimulate markets, provide jobs and make more efficient use of our existing resources.”

Michigan Department of Environmental Quality,
Environmental Assistance Division



Local Government
BUY RECYCLED ALLIANCE

What is the Alliance?

The Local Government Buy Recycled Alliance is a joint undertaking by the Local Government Association of NSW and the Shires Association of NSW, together with the Department of Environment and Conservation (NSW) to encourage and assist Local Government with the purchase of Recycled Content Products (RCP's).

The community as a whole has an expectation that all levels of government lead the way by integrating products that are "friendly" to the environment.

A proactive way of achieving this is to promote products containing a percentage of recyclable material otherwise used as landfill or incinerated. The majority of NSW councils provide kerb-side collection or drop-off facilities for recyclable material which is sorted and re-manufactured into a variety of Recycled Content Products (RCP's).

The success and effectiveness of this process depends on the integration of RCP's back into the market place. To complete the process we need to "CLOSE THE RECYCLING LOOP".

Alliance objectives

In today's global economy, conservation of resources, resource recovery and waste minimisation are vital commodities.

A combined annual spend, in the vicinity of six billion dollars, puts the NSW Local Government in a prime position to influence the market, achieve greater efficiency of resources, contribute to the development of markets for recyclable materials and 'close the recycling loop'.

In so doing the LGBRA:

- ❖ Creates a partnership of local governments committed to increasing the use of recycled products in their operations and services
- ❖ Encourages the sustainable use of resources and 'closes the loop'.
- ❖ Supports sustainable long-term markets for recyclable materials collected from kerbside and collection facilities
- ❖ Increases awareness in local government about the range and quality of recycled content products available
- ❖ Harnesses the combined purchasing power and stimulates demand for recycled content products

Local Government
BusinessSolutions

Local Government
Association of NSW



Shires Association
of NSW



Department of
Environment and
Conservation (NSW)

Supported by the Local Government
Association of NSW and the Shires
Association of NSW together with the
Department of Environment and
Conservation (NSW).



MEMBERSHIP IS FREE

THE PRODUCTS

Why buy recycled products?

Some of the advantages for councils buying recycled products include the following:

- ✓ Improving council's use of resources by efficient management and monitoring of buy recycled purchasing. Also by embracing the attitude of 'Rethink, Reduce, Reuse and Recycle' council will save money
- ✓ Create markets for recycled products and play a key role in delivering a viable and sustainable recycling system to your community
- ✓ Enhance the market development of recycled products by increasing demand for products made from recyclable materials, which at the same time will create jobs and economic development opportunities
- ✓ Show leadership to local businesses, industry and the community by demonstrating that recycled products are competitive in quality, reliability, availability and price, and send a clear message up the supply chain calling for the responsible use of resources
- ✓ Enhancing environmental quality by minimising the environmental impacts associated with the manufacture of products made from virgin material
- ✓ Enhancing council's image by demonstrating a commitment to recycling and environmental initiatives. This demonstrates to your community that council is pro-active in meeting its responsibilities for environmental protection and initiatives
- ✓ Improving staff morale by empowering staff to change attitudes and behaviours and effect change through their purchasing policies, and
- ✓ Demonstrate to staff that being a responsible corporate citizen is important.

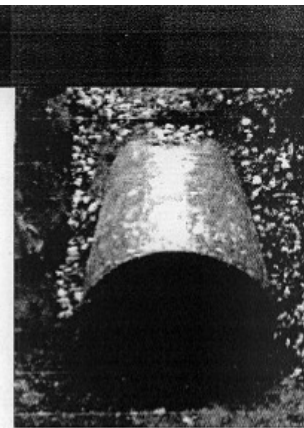
Alliance benefits

Establishing a recycled purchasing program within council's procedures and policies provides an opportunity to play a key role in closing the recycling loop resulting in significant benefits to your organisation.

Membership provides:

- ✓ A network of shared knowledge, experiences and achievements to advance the performance of all members
- ✓ Web-site access containing a database of products and suppliers
- ✓ A monthly newsletter showcasing new products, interesting facts and supplier specials
- ✓ Public recognition of achievements and a membership certificate.
- ✓ Up-to-date product development through forums with suppliers
- ✓ Rebates from suppliers when tracking recycled purchasing
- ✓ On-site training for all employees on products and benefits.
- ✓ Utilisation of the LGBRA logo providing a common branding to unite NSW Local Government members
- ✓ Support by a pro-active Account Manager
- ✓ Free certificate membership and publicly recognised achievements

MEMBERSHIP IS FREE!



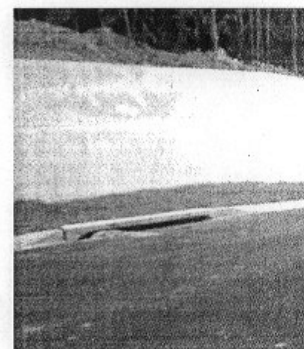
Recycled plastic pipes



Recycled plastic park furniture



Jetty planking made from recycled plastic



Retaining wall made using recycled tyres

THE PLAN

Like most waste management strategies, whether it is waste reduction, pollution prevention or establishing a recycling program, there needs to be a plan in place to succeed. Buying recycled also requires a plan. **SEVEN MILESTONES ON THE ROAD TO SUCCESS.**

The **LGBRA** has a simple process to implement a recycled content purchasing program within your Council.

1. Membership

The General Manager signs the Memorandum of Understanding and nominates a "Buy Recycled" Team Leader, and by doing so agrees to implement the program

2. Establish the local "Buy Recycled" Team

Although one person can be the point of contact, it takes more than one person to make it successful. Have the team identify objectives and a strategy to achieve them

3. Action Plan

After assessing current practices, identify opportunities for change, what are you going to do, how are you going to do it, who is going to help you, what you expect to achieve and the timeframes involved

4. Policy

Work with senior management to establish a purchasing policy to buy some percentage of recycled content products. Set the guidelines with your purchasing policy and how it fits in to council's purchasing and environmental frameworks. Have Council endorse the program

5. Review and measure the outcomes

Measure the effectiveness of your Action Plan, who bought what, when and how much did they spend. Use this as the opportunity to fine tune the whole process

6. Make it business as usual

Make the program work for you, work with the suppliers and the identified key stakeholders in your council to have 'checking for a recycled content alternative' part of the normal day-to-day purchasing regime

7. Annual Report

Tell us about your achievements.

- Where were the wins / the disappointments
- What hurdles still hinder the take up of the program
- What else needs to be done to affect behavioural change.

The **LGBRA** Manager will be in close contact with Members as a resource to provide support and guidance as they work their way through the implementation of the program.

Some interesting facts

Recycling Aluminium

- ♻ Recycling aluminium uses 95% less energy than making it from raw ore, creates 95% less air pollution and 97% less water pollution
- ♻ Recycling 1 kg of aluminium saves 8 kg of bauxite, 4 kg of chemical products and 14 kWh of electricity
- ♻ Recycling 1 aluminium can saves enough energy to run a 100 Watt bulb for 20 hours, a computer for 3 hours or a TV for 2 hours

Recycling Glass

- ♻ 1 tonne of cullet (glass to be recycled) saves 1.2 tons of virgin raw materials: sand, limestone and soda ash
- ♻ The energy saving from recycling one bottle will:
 - power a computer for 25 minutes
 - power a colour TV for 20 minutes
 - power a washing machine for 10 minutes

Recycling Steel

- ♻ Recycling steel cans saves between 60 and 74% of energy required to produce them from raw materials
- ♻ 1 kg of steel being recycled saves enough energy to light a 60 Watt bulb for 53 hours

Recycling Paper

- ♻ 1 tonne of paper used for recycling saves :
 - around 7 mature trees (average spruce tree grown in Scandinavia, 30 - 60 year old)
 - 30.000 to 60.000 litres of water
 - 40% of the energy used to make paper from virgin wood pulp (3,000 and 4,000 kWh compared to 1 tonne of paper made with virgin wood products)
 - 95% of air pollution
- ♻ World paper consumption has tripled in the past 30 years

Recycling Plastic

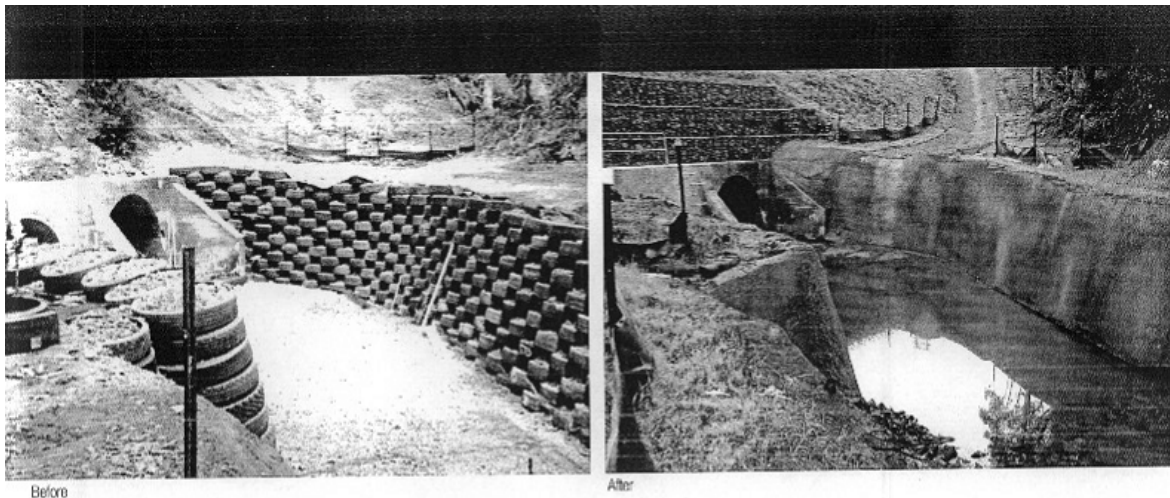
- ♻ Using recycled material to produce new plastics uses 2/3 of the energy required to manufacture it from raw materials
- ♻ recycling 5 PET bottles of 2 litres produce enough fibrefill to make a ski jacket
- ♻ plastics require 100 to 400 years to breakdown at the landfill.



Office chair containing recycled resin

ORDINARY MEETING

Meeting Date: 13 September 2005



COMMON MYTHS & MISCONCEPTIONS

Many products used every day are made from recycled materials. They perform equally to their virgin material counterparts and can even work better causing less damage to the environment when produced.

MYTH RECYCLED PRODUCTS ARE HARD TO FIND

TRUTH Available in many stores. If you can't see it, just ask.

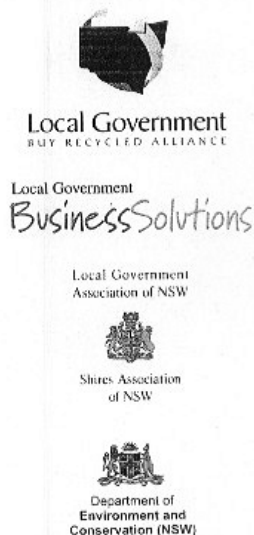
MYTH RECYCLED PRODUCTS COST MORE

TRUTH Many recycled products have been around for years and prices have come down.

MYTH RECYCLED IS INFERIOR

TRUTH Recycled products are often equal to or better than their virgin material competitors.

If you are unsure about the quality of a product, try it in a pilot phase and see how it works. This system works for any new product you may want to purchase whether it is recycled or not.



For more information

If you have any questions regarding the alliance, the suppliers or any other matter relating to the purchase or supply of Recycled Content Products, please feel free to contact;

Paul Hannan

Manager – Buy Recycled Alliance

Local Government Association of NSW &
The Shires Association of NSW
GPO Box 7003, Sydney, NSW. 2001

Phone (02) 92424018

Fax (02) 92424111

Mobile 0428 289 878

Email paul.hannan@lgsa.org.au

Website www.buyrecycled.org.au



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adcorp

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Local Government Association of NSW and Shires Association of NSW

Printed on Recycled Paper

AT - 2 Local Government Buy Recycled Alliance Memorandum of Understanding*Memorandum of Understanding*

Between the

Local Government
BUY RECYCLED ALLIANCE

Hawkesbury City Council

26 JUL 2005

and _____ Council

for membership of the
Local Government Buy Recycled Alliance**1. PURPOSE**

This Memorandum of Understanding is a statement of agreed principles governing the partnership between the Local Government Buy Recycled Alliance (LGBRA) and councils which agree to become members of the Local Government Buy Recycled Alliance and commit to the implementation of a purchasing program incorporating the purchase of Recycled Content Products (RCP's).

2. LOCAL GOVERNMENT BUY RECYCLED ALLIANCE

The Local Government Association of NSW and the Shires Association of NSW (LGSA) in co-operation with the Department of Environment and Conservation (NSW) have created the Local Government Buy Recycle Alliance (based on the successful Victorian model) to encourage and assist local government with the purchase of products containing recycled material. The Alliance will develop a coalition of councils committed to increasing the use of recycled content products in their operations and services.

3. Council Commitment

_____ Council agrees to become a member of the Local Government Buy Recycled Alliance and commit to the principles of the Alliance by:

a. Implementation of the following

- Look at developing, adopting and implementing a "Buy Recycled" or "Green" purchasing policy,
 - Work with the Alliance to investigate "Buy Recycled" purchasing in all feasible purchasing systems, and
 - Provide a written report back to the LGBRA every 12 months.
- b. Becoming part of a network of councils willing to share their knowledge, experiences and achievements,
- c. Participating in education programs, expos, seminars and forums that will educate staff about the use and application of recycled content products,



SCANNED

ORDINARY MEETING

Meeting Date: 13 September 2005

4. Local Government Buy Recycled Alliance Commitment

In order to support councils Local Government Buy Recycled Alliance will provide the following resources:

1. Support from the Local Government Buy Recycled Alliance Account Manager who will provide hands on support, advice and education for council staff and councillors,
2. A comprehensive Buy Recycled Resource Kit,
3. A Purchasing Guide for Government in both hard copy and soft copy that details products made from recycled materials and their suppliers,
4. An Expo program with suppliers and manufacturers of recycled content products,
5. Network meetings of LGBRA members,
6. Information from case study of councils who are currently implementing recycled content purchasing policies,
7. An LGBRA web-site that will provide relevant and up-to-date information about new recycled products, and profile member councils and their recycled content purchasing initiatives, and

5. Period of Memorandum of Understanding

This Memorandum of Understanding is for the period commencing with the signing of the agreement until June 2007

Signed by: _____ Date: _____

Paul Hannan
Manager
Local Government – Buy Recycled Alliance

Signed by: _____ Date: _____

Authorised Council Representative

_____ Council

oooO END OF REPORT Oooo

ORDINARY MEETING

Meeting Date: 13 September 2005

CONFIDENTIAL REPORTS

Item: 278 IS - Vegetation Mapping of the Hawkesbury LGA - Tender Evaluation Report -
(95495, 96331).doc **CONFIDENTIAL**

Reason for Confidentiality

*This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -*

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business*

ORDINARY MEETING

Meeting Date: 13 September 2005

ordinary

section 5

reports
of committees

ORDINARY MEETING
Reports of Committees

SECTION 5 - Reports of Committees

ROC - Waste Management Advisory Committee - 1 June 2005 - (95249, 95498)

The meeting commenced at 3:15pm

Present: Councillor Trevor Devine, Hawkesbury City Council
Assoc. Professor Basant Maheshwari, University of Western Sydney

Apologies: Councillor Ted Books, Hawkesbury City Council
Councillor Bob Porter, Hawkesbury City Council
Mr Rick Smith, Blacktown City Council
Professor Steven Riley, University of Western Sydney
Mr Barry McMahon, Blue Mountains City Council
Mr Barry Ryan, Penrith City Council

In Attendance: Mr Malcolm Ryan, Hawkesbury City Council
Mr Garry Baldry, Hawkesbury City Council
Mrs Dianne Tierney, Hawkesbury City Council
Ms Patricia Nicholls, C4ES

REPORT:

ITEM 1: Apologies

RESOLVED on the motion of Mr Garry Baldry and seconded by Mrs Dianne Tierney that the apologies be accepted.

ITEM 2: Confirmation of Minutes

RESOLVED on the motion of Mr Malcolm Ryan and seconded by Mr Garry Baldry that the Minutes of the Waste Management Advisory Committee held on 27 April 2005, be confirmed.

ITEM 3: Consultants Update Report - Presented by Patricia Nicholls, C4ES

DISCUSSION:

- Ms Patricia Nicholls provided the Committee with an update on the progress to date, and provided an outline of the proposed C4ES consultation strategy, as listed below:
 - a) Preparation of Consultation Strategy;
 - b) Consultation Strategies for the City as a whole;
 - c) Consultation Strategy Targeting User of the Landfill and Recycling Facility;
 - d) Consultation Strategy Targeting Local Businesses;
 - e) Consultation Strategy Targeting the Community;
 - f) Analysis of Consultation Data; and
 - g) Preparation of Final Report on Finding and Recommendations.

ORDINARY MEETING
Reports of Committees

- Ms Patricia Nicholls proceeded to provide Committee members with a table detailing the break-down of the Material Composition to assist in reducing the amounts of landfill across the different streams, and look at possible scenarios where certain materials currently not being recycled, can be collected by Council and recycled appropriately.
- In relation to the figures provided by C4ES on metals, etc coming into the Waste Facility it was agreed by all that the consultant's would have more precise data if it was taken from the Weighbridge Reports & studies.
- Varied options were discussed to hopefully reach a mutual solution to recycling organic materials. Mrs Dianne Tierney stressed that Council would need to take caution if they were thinking of providing residents with another SULO Bin to place organic material into, for recycling as this would only attribute to the current greenhouse/environmental issues.
- Mr Malcolm Ryan put forward the possibility of Council investigating the purchase of a split-bin system. This could rollout over a 12mth-18mth period where all of the waste collection trucks within Council's fleet would be upgraded to this split-bin system. Concerns were raised relating to the high contamination rates experienced by other Councils who have adopted the split-bin system, and these Council's are now removing these systems from their fleets.
- All members agreed that totals under the heading of 'Domestic Kerbside' should also include paper and cardboard. Mrs Dianne Tierney and Ms Patricia Nicholls to organise to meet and review the landfill figures provided under 'Greenwaste'.
- Mrs Patricia Nicholls advised of a new study released by the NSW Department of Environment & Conservation, which suggests the option of having different recycling and waste systems.
- It was agreed by all that a Public Briefing Session would be required to inform residents of any proposed changes to the current waste system/procedures for the Hawkesbury. The Richmond Club was chosen as a suitable venue for the Briefing Session. This event is to be by invitation only - Ms Dianne Tierney to provide Ms Patricia Nicholls with a 'hit-list' of attendees.
- Mr Malcolm Ryan requested that Mr Garry Baldry contact Blue Mountains City Council to obtain a copy of their report on waste strategy. Ms Patricia Nicholls offered to contact Mr Barry McMahon to access a copy of this report.
- Mr Malcolm Ryan requested that the drivers of our fleet should advised/informed of the planned changes, which will assist them when receiving enquiries from the public. Ms Patricia Nicholls is to organise a flyer, which the fleet drivers can distribute whilst on their runs.

MOTION

RESOLVED on the motion of Councillor Trevor Devine, seconded by Professor Basant Maheshwari.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

1. That this information be received.

ITEM 4: Consultancy Services - Interview Transcripts

DISCUSSION:

- Committee members were informed that the Interview Transcripts from the Consultant Interviews that were conducted in May 2005, (Golder Associates, C4ES and Closed Loop Management) have been transcribed and are available upon request.

RESOLVED on the motion of Mrs Dianne Tierney, seconded by Mr Malcolm Ryan.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

1. That this information be received.

ITEM 5: Update/Progress - Management Issues of Current Landfill

DISCUSSION:

- Mr Garry Baldry advised that after taking receipt of a previously requested detailed and dissected make-up of the payment rate of \$41.74 per tonne, charged by THIESS Services Pty Ltd, he outlined the following issues as areas of concern:
 - the fact that the Waste Management Facility is increasingly losing airspace in the current cell, due to lack of compaction by current equipment used by THIESS;
 - that the current compaction rate is not as good as it could be. The machine being used is compacting at a much lower rate to that of a TANA or an 826 machine, which would increase the life of the cell.
 - the cost to Council of THIESS Services Pty Ltd processing their green waste.
- He further advised that the Committee has the following options available:
 - a) Council continue as it has with THIESS Services Pty Ltd, with the current contract in play (as shown in the table below); or
 - b) Council choose to not renew the waste management contract (due to expire - end of June 2005), and investigate the possibility of organising it's own staff and equipment to run the facility.

ORDINARY MEETING
Reports of Committees

Item No Description	Qty	Unit	Rate	Total
1. Manage and Remove Waste Allow 1 lab 10 min per day	20	Hr	38	\$760.00
2. Shear Logs and Stumps Estab/Dis-estab Process Cost	2 130	No Hr	425 14	\$850.00 \$1,820.00
3. Dust Control Allow Watercart 10 mins per day	20	Hr	35	\$700.00
4. Load and Tub Grind Establish/Dis-establish Process Cost	Incl 2000	 M3	 5.4	\$0.00 \$10,800.00
5. Load, Haul, Tip, and Form Wind rows Establish/Dis-establish Exc, 2 x Dumpers, Loader Operation	8 18	No Hr	300 475	\$2,400.00 \$8,550.00
6. Load processed Mulch for sale Estimate - 100t (50 * 2 t per load avg), at 10 min per load	8.33	Hr	125	\$1041.00
Sub Total (total direct costs)				\$26,921.00
Supervision & Overheads at 7.5%				\$2,019.00
Sub Total (total job cost)				\$28,940.00
Profit on cost at 12.5%				\$3,618.00
TOTAL				\$32,558.00
Final Rate per tonne 41.74				

- Mr Garry Baldry was able to provide approximate costs, should Council choose to manage the facility at being \$550,000 - \$560,000; where Council is currently paying THIESS \$700,000 for this service.
- Mr Malcolm Ryan advised that the Committee needs to move swiftly if we are to advise Council to hire equipment, etc. A decision also needs to be made with regards to the current management contract with THIESS, or whether Council should manage it themselves. He further advised that further investigation would be required prior to approaching Council with a resolution, due to the expenditure involved with this project. Suggestion was made that Mr Garry Baldry investigate the feasibility of placing THIESS on a month-to-month basis.
- Mr Garry Baldry and Mrs Dianne Tierney have received three (3) quotes to date, relating to the removal of green waste. Mr Malcolm Ryan requested that they also obtain quotes on all materials/equipment required for Council to run the facility independently.
- Councillor Trevor Devine expressed interest in having all processes in place & complete, ready to report to Council in July 2005, then Council can organise to take ownership of the processing of green waste & compacting at the Depot by August 2005.
- It was suggested by Mrs Dianne Tierney that the Committee contact the Environmental Protection Authority to request an extension for the processing of our green waste (the Waste Management Facility currently has approx. 4 tonnes of green waste awaiting processing).

MOTION

RESOLVED on the motion of Councillor Trevor Devine, seconded by Mr Garry Baldry.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

1. The Committee report to Council its findings from the completed investigations on materials/equipment required for Council to manage the Waste Management Facility effectively and productively;
 2. Recommend to Council that the contract with THIESS Services Pty Ltd not be renewed, upon expiration at the end of July 2005, at which time Council will take over the management operations; and
 3. Council contact THIESS Services Pty Ltd to propose the following, with regard to the compaction of the landfill:
 - a) THIESS Services Pty Ltd lease and provide Council with an 826 Compacting Machine; alternatively
 - b) Council purchase their own machine and THIESS Services Pty Ltd organise to lease it from Council.
- Future meeting dates for 2005, are outlined below:
 - Wednesday, 3 August at 3pm
 - Wednesday, 5 October at 3pm
 - Wednesday, 7 December at 3pm

oooO END OF REPORT Oooo

ORDINARY MEETING
Reports of Committees

ROC - Heritage Advisory Committee - 28 July 2005 - (80242, 95498)

The meeting commenced at 5:30pm

Present: Councillor Ted Books, Hawkesbury City Council
Mr Donald Ellsmore, Hawkesbury Heritage Advisor
Mr Graham Edds, Community Member
Professor Ian Jack, Community Member
Ms Michelle Nichols, Community Member

Apologies: Mr Dennis Bradshaw, Community Member
Dr Lucy Sullivan, Community Member
Mr Alan Aldrich, Community Member
Mr Malcolm Ryan, Hawkesbury City Council

In Attendance: Mrs Rachel Cumming, Hawkesbury City Council
Ms Julie Sinclair, Hawkesbury City Council

REPORT:

ITEM 1: Apologies

MOTION

RESOLVED and seconded by all present Committee Members, that the apologies be accepted.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

1. That the apologies received, be accepted.

ITEM 2: Confirmation of Minutes

DISCUSSION:

- All present Committee Members agreed that, as there were insufficient numbers to form a quorum, Item 2 be deferred for discussion at the next meeting.
- Ms Michelle Nichols requested that with regard to Item 6 of the Minutes of 19 May 2005 that 'Thomson Square' be amended to read 'Thompson Square'.

ITEM 3: Local Heritage Assistance Fund - Funding Criteria and Allocation

DISCUSSION:

- Option 3 - 'Flexible Approach' was the favoured choice, amongst the 3 (three) options presented to the Committee.
- The following paragraphs are to be inserted at the beginning of Option 3 (as in Option 2):

ORDINARY MEETING
Reports of Committees

Restrict applicants to only owner/occupied heritage listed residential, rural and environmental protection properties.

Restrict eligible proposals to a limited range of priority works such as structural stabilisation, weather protection, and slab barns.

- All present Committee Members agreed that, as there were insufficient numbers to form a quorum, Item 3 be deferred for further discussion at the next meeting.

ITEM 4: 'Draft' Committee Constitution & Code of Conduct

DISCUSSION:

- All present Committee Members agreed that, as there were insufficient numbers to form a quorum, Item 4 be deferred for discussion at the next meeting.

ITEM 5: Discussion of Hawkesbury Heritage Study Review - Inventory Sheets for Pitt Town Parish

DISCUSSION:

- Reference was made to the proposed LEP No. 1003 - Remains of Grono's Boat Yard. Councillor Ted Books requested that any reference to himself (in photograph or text), be removed from Study No. 1003.
- It was noted that the following Study No.'s were outlined in the listing provided, but not included in the Inventory:
 - McGraths Hill Cemetery (Charles Street, McGraths Hill)
 - Cottage (96 Pitt Town Road, McGraths Hill)
 - Killarney (23 Clare Crescent, Oakville)
- After investigation, these Items were later located within the Inventory.
- It was suggested that the Pitt Town Parish Listing be amended to show relative information linked together, (e.g. all major buildings, barns, etc be grouped together). This will assist Committee Members when reviewing the Heritage Item listing.
- Committee Members were requested to provide their suggested changes/amendments to the Heritage Study Review of the Pitt Town Parish to Mrs Rachel Cumming, prior to the next meeting of the Heritage Advisory Committee to allow these changes/amendments to be made. A reviewed listing of the Pitt Town Parish's is to be provided at the next meeting.

ITEM 6: Distribution of Hawkesbury Heritage Study Review - Inventory Sheets for Wilberforce Parish's

DISCUSSION:

- All present Committee Members were provided with a copy of the Inventory Sheets for Wilberforce's Parish's. They were requested to review these Heritage Items, mark any Items they felt required changes/amendments, and they are also to advise of any Items they feel should be added to the Inventory Sheets.

ORDINARY MEETING
Reports of Committees

- Council staff requested that Committee Members provide us with these changes/amendments at the next meeting. This data will be taken away, the necessary alterations made and then reported back to the Committee.

ITEM 7: General Business

DISCUSSION:

State Heritage Recognised Icons

- Mr Graham Edds produced a listing provided by the Heritage Office titled 'State Heritage Recognised Icons - Hawkesbury List'. He advised that the Heritage Office was seeking the Committee's feedback on the Heritage Items they had listed as State Icons.
- All present Committee Members concurred that the 'SHR Icons - Hawkesbury List' be placed as an Item on the Agenda at the next meeting, for discussion. In the interim, Mrs Cumming will investigate all Heritage Items on this list that are currently listed in Schedule 1 of the Hawkesbury Local Environmental Plan 1989, or proposed to be listed and provide the reference in the 'comments' column.
- Committee Members are to provide their feedback/comments to Mr Donald Ellsmore directly, prior to the next meeting.

Thematic History

- Mrs Rachel Cumming advised that the 'Thematic History' has been produced & printed, and that this will need to be reported to Council by the Committee.

The meeting closed at 7:00pm.

Remaining Meeting Dates:

Heritage Advisory Committee Thursday, 22 September 2005
Heritage Advisory Committee Thursday, 24 November 2005

oooO END OF REPORT Oooo

ORDINARY MEETING
Reports of Committees

ROC - Waste Management Advisory Committee - 3 August 2005 - (95249, 95498)

The meeting commenced at 3:05pm

Present:	Councillor Trevor Devine, Hawkesbury City Council Councillor Bob Porter, Hawkesbury City Council Mr Malcolm Ryan, Hawkesbury City Council
Apologies:	Councillor Ted Books, Hawkesbury City Council Professor Steven Riley, University of Western Sydney Mrs Dianne Tierney, Hawkesbury City Council
In Attendance:	Mr Garry Baldry, Hawkesbury City Council Ms Patricia Nicholls, C4ES Ms Julie Sinclair (Minute Secretary)

REPORT:

ITEM 1: Apologies

RESOLVED on the motion of Mr Garry Baldry and seconded by Mr Malcolm Ryan that the apologies be accepted.

ITEM 2: Confirmation of Minutes

RESOLVED on the motion of Mr Garry Baldry and seconded by Councillor Bob Porter that the Minutes of the Waste Management Advisory Committee held on 1 June 2005, be confirmed.

ITEM 3: Consultant Update Report - Presented by Patricia Nicholls, C4ES

DISCUSSION:

- Ms Patricia Nicholls provided the Committee with an update on the progress of the matters outlined below:
 - a) Public Consultation Undertaken
 - *Community consultation was undertaken from 20 June 2005 to 22 July 2005.*
 - b) Discussion Paper:
 - *Option 1: Do nothing*
 - *Option 2: Improve current systems*
 - *Option 3: Divert waste to another facility or landfill*
 - *Option 4: Divert vegetation from kerbside*
 - *Option 5: Reprocess all waste currently landfilled*
 - c) Shopping Centre Surveys
 - *49 (forty-nine) surveys were conducted with interviewees of various ages and of both genders.*
 - d) Waste Management Facility Surveys
 - *25 (twenty-five) survey forms were received.*

ORDINARY MEETING
Reports of Committees

- e) Feedback Forms
 - 13 (thirteen) feedback forms were received by Council.
 - f) Community Meeting & Consultation Forum
 - Hosted by the Richmond Club on 7 July 2005.
 - g) What Next?
 - h) Media Release
- C4ES are in the final stages of compiling the Final Report for this project, which will be delivered to Council in late August 2005.

MOTION

RESOLVED on the motion of Councillor Bob Porter, seconded by Malcolm Ryan.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

- c) C4ES Consultants provide the Committee with a report outlining the matters/issues that local residents have raised with regard to regular updates and information on the Waste Management Facility services.

ITEM 4: Update - Management Issues of Current Landfill

DISCUSSION:

- Council now currently have 4 (four) casual staff operating the Waste Management Facility, and they will be provided the opportunity to apply for these positions in a full-time capacity, within due course.
- Council resolved at it's meeting on 14 June 2005, to accept the submission made by Sydney Truck Sales P/L for the supply of a Iveco ACCOF 2350G/250 6x4 chassis, fitted with a Superior Pak Compaction Unit, at a cost of \$238,956.80 including GST after 'trade-in' of the waste collection vehicle being replaced.
- Council resolved at it's meeting of 26 July 2005, to accept the following:
 - The purchase of the new waste collection vehicle be delayed by twelve months, and the funds allocated for this purchase be used to purchase, or long term lease, plant and equipment, for the waste landfill operations.
 - An analysis be undertaken of purchase versus long-term lease of plant and equipment, to ascertain the most cost effective method of procuring such equipment.
 - Once the analysis has been completed, tenders be called for the supply of plant and equipment for the landfill operations, and the results of the tender process be reported to Council for consideration.
 - The termination of the contact with Thiess Services, for operation and management of the waste landfill facility of Council be endorsed.

ORDINARY MEETING
Reports of Committees

MOTION

RESOLVED on the motion of Mr Malcolm Ryan, seconded by Councillor Bob Porter.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

1. Council staff organise field trips for Councillor Trevor Devine, Councillor Bob Porter, Mr Malcolm Ryan and Mr Garry Baldry, within the following Local Government Areas:
 - Lismore City Council, to inspect their successful use of worm farms.
 - Port Stephens City Council - to inspect the operation of the 'Bedmintser' drum machine, they have on site.
2. Council staff organise a tour of the Waste Management Facility located at Eastern Creek for Councillor Trevor Devine, Councillor Bob Porter, Mr Malcolm Ryan and Mr Garry Baldry.

ITEM 5: General Business

DISCUSSION:

- That all current Committee members be contacted by Council requesting that they confirm their interest in retaining membership on this Committee.

Future meeting dates for 2005, are outlined below:

- Wednesday, 5 October at 3pm
- Wednesday, 7 December at 3pm

oooO END OF REPORT Oooo

ORDINARY MEETING
Reports of Committees

ROC - Strategic Planning Committee - 18 August 2005 - (91368, 95498)

The meeting commenced at 7:05pm.

Present:	Councillor Bart Bassett Councillor Rex Stubbs Councillor Trevor Devine Councillor Neville Wearne Mr Brian Lindsay Ms Denise Handcock Mr Alan Eagle Mr Graeme Faulkner Mr Malcolm Ryan Mr Stephen Philips
Apologies:	Councillor Dianne Finch Councillor Barry Calvert Mr Robert Woog Wing Commander Tracey Simpson Mrs Esther Perry
In Attendance:	Ms Fiona Mann Ms Julie Sinclair (Minute Secretary)

REPORT:

RESOLVED on the motion of Councillor Neville Wearne and seconded by Councillor Rex Stubbs that the apologies be accepted.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Councillor Rex Stubbs and seconded by Councillor Trevor Devine that the Minutes of the Strategic Planning Committee held on the 19 May 2005, be confirmed.

SECTION 2 - Reports for Determination

Item: 13 Public Private Partnerships and Macquarie Street, Windsor - Expression of Interest (107, 91368, 95497)

DISCUSSION:

- Updating report for the Committee to pursue the Public Private Partnership as a model for redevelopment opportunities.
- Expressions of Interest received from Macquarie Street, Windsor are currently under review.
- Appointments to meet with interested parties are underway.

MOTION:

RESOLVED on the motion of Councillor Rex Stubbs, seconded by Councillor Trevor Devine.

Refer to RECOMMENDATION TO COUNCIL

RECOMMENDATION TO COUNCIL:

That:

1. The Committee adopt the re-development of the Council Properties - Macquarie Street, Windsor as a pilot site (opportunity) for a Public Private Partnership.
2. Council progress with the re-development of it's properties located at Macquarie Street, Windsor - Expression of Interest by moving to Stage 2; this Stage is a selective tendering process, to identify a suitable development partner to achieve the renewal of the properties, and an incremental revenue return as a pilot site.

Item: 14 2005/2006 Strategic Plan - Community/Lifestyle Strategic Tasks for 2005-2006 (107, 95498, 91368)

DISCUSSION:

- The three (3) key objectives outlined below, have not yet commenced and are due to be actioned. They include:
 - The Hawkesbury Futures Demographic Study.
 - Liveability Index Equation.
 - Civic Index/Diversity Index.
- Community Planning Advisory Committee recently had their Constitution adopted by Council, and members are yet to meet and discuss/review the abovementioned reports. The first meeting of the Community Planning Advisory Committee is scheduled for September 2005.

MOTION:

RESOLVED on the motion of Mr Alan Eagle, seconded by Ms Denise Handcock.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

1. The following three (3) strategic tasks for Community/Lifestyle objectives in Council's Strategic Plan, be delayed by six (6) months to allow the newly formed Community Planning Committee sufficient time to be informed about these strategies, and undertake the necessary research/planning, which include:
 - a) The Hawkesbury Futures Demographic Study.
 - b) Liveability Index Equation.

- c) Civic Index / Diversity Index.
2. A draft copy of the Hawkesbury Community Plan 2005, be presented to the Community Planning Committee in September 2005 for comment, with a view to presenting a final draft for adoption by Council in November 2005.

Item: 15 River Management and Promotion Policy

DISCUSSION:

- The complexity of water management within the Hawkesbury LGA, and the State.
- The Liaison Committee between Council's and the Catchment Management Authority to discuss legislation that operates on the River is scheduled to take place in week commencing 22 August 2005.
- Different Minister portfolios control different sections of the river, and members felt processes could be more streamlined if one Senior Minister was given the overall responsibility of the River, as this would provide Council with a point of contact for problems and ongoing issues. The matters would then be actioned by the appropriate Department/resource, as directed by the Minister.

MOTION:

RESOLVED on the motion of Mr Graeme Faulkner, seconded by Councillor Rex Stubbs.

Refer to RECOMMENDATION TO COUNCIL

RECOMMENDATION TO COUNCIL:

That:

1. Further consideration of a River Management and Promotion Policy be deferred pending a response from the Catchment Management Authority in relation to the issues identified within the report regarding water management.
2. The paper be referred to both Federal and State Governments, with a request they expedite direction on the matter, with a view to creating bureaucratic efficiency.
3. Council issue a media release to the public, calling for expedition of the matter and drawing attention to the red tape surrounding this matter.
4. The assistance of Mr Ian Keirnan in reviewing this matter, be requested.

Item: 16 Report to Strategic Planning Committee - Strategic Plan Task (95494, 91368)

DISCUSSION:

- Identifying some of the issues that have arisen from the survey of community households and making a recommendation on correct protocols for Council, in terms of approaching Government Departments who may be interested, but are in fact able to respond within the required timeframe that are needed, to allow the correct processing of all applications.
- The Area Heath Board and Sydney Water have approached Council and advised that they would like to be notified of particular categories of developments to allow them to address the Departments concerns/issues with regard to the Development Application, prior to Council approving.
- Council currently provides social impact advice to the NSW Gaming Board and to the Liquor Licensing Board when applicants submit a Social Impact Assessment Application. Council does not have the resources available to provide this service in-house, at the present time.
- A regulation is in place, which advises that if a government department does not respond with regards to integrated development within the specified time, it is an assumed concurrence from the Department, and the application is to progress through normal processes.
- Guidelines be provided to the relevant Government Departments outlining specific criteria's when determining an application, as outlined in sections of the Environmental and Planning Assessment Act.

MOTION:

RESOLVED on the motion of Councillor Neville Wearne, seconded by Councillor Rex Stubbs.

Refer to RECOMMENDATION TO COUNCIL

RECOMMENDATION TO COUNCIL:

That:

1. Council develop a register of key institutions that may have an interest, role or capability to provide authoritative comment on the lifestyle impact of particular categories of development.
2. Council determine the types of issues for which advice should be sought from key institutions to be included in a notification register.
3. Council write to these institutions to ascertain their interest in being notified of particular categories of development, and to establish which categories of development should be the subject of any notification. This correspondence to also outline the issues for which advice will be sought, and the terms and time frames for the receipt of advice or comment.
4. A further report be presented to the Committee following receipt of advice from institutions as to their desire to participate.
5. Council write to selected key institutions to seeking comments/feedback with regards to:
 - a) their interest in reviewing Development Applications; and
 - b) clarifying their preference for either workshopping the strategic issues as outlined in the Strategic Plan 2005/2006, against assessing Development Applications.

SECTION 3 - Reports for Information

Item: 17 Vegie Growers 'In Crisis' Over Imports (107, 91368)

DISCUSSION:

- Council does not subsidise businesses within the Hawkesbury, and if businesses are to receive any assistance from Council they are required to perform, and they have to be deliverables.
- Local farmers are seeking Government support for a fair labelling process, which will allow them to promote their product as their own, grown in Australia, as they believe the current labelling laws are not stringent enough to be allow them to do this.
- Investigate the possibility of marketing Agriculture within the Hawkesbury, and label products as being grown and harvested in the Hawkesbury area/region.
- Securing new distribution channels to market and by-pass the usual ones, is a worthy channel for the agricultural industry to investigate.

MOTION:

RESOLVED on the motion of Councillor Kevin Conolly, seconded by Councillor Rex Stubbs.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

1. The Committee receive this information.
2. This matter be deferred for further discussion at a future meeting, pending the release of the HARTDAC Report.
3. Council write to Mr Mike Badcock, Chairman of AUSVEG acknowledging the Committee's support towards a 'fair and just' labelling system.

SECTION 4 - General Business

Item: 18 Hawkesbury - Lithgow Tourism Cooperative Working Group UPDATE

DISCUSSION:

- The Hawkesbury-Lithgow Tourism Cooperative Working Group is a partnership between Lithgow and Hawkesbury LGA's, in terms of developing tourism and business shared outcomes.
- Both Lithgow and Hawkesbury Councils have committed \$10,000.00 towards Phase 1 of the partnership program which is focused on the Bells Line of Road and developing some marketing and tourism business products around the Bells Line of Road.
- Phase 1 also includes flags being positioned at both the Lithgow and Hawkesbury gateways. These flags will include shared information to promote Hawkesbury-Lithgow as an alternative to the main stream Blue Mountains route, for commuters/travellers from Sydney.
- The Working Group are scheduled to meet within the next couple of months, and will be addressing issues such as the logistics of positioning and content of the flags, with a view to have the flags in place by the end of 2005.
- Part of the focus of the new tourism operators will be on the ability to promote the Hawkesbury outside of its LGA, looking at new directions, and focusing on our target markets.

Item: 19 "Three Towns Sewerage System"

DISCUSSION:

- "Provision of Sewerage Services to Glossodia, Freemans Reach and Wilberforce" - prepared by The Minister for Energy and Utilities.
- Correspondence provided by Mr Chris Daley, Director of Infrastructure Services and presented to the Committee for information purposes. The correspondence related to the 'three towns sewerage' at Agnes Banks.
- Works to sewer the 'Three Towns' will commence in 2009 and will take approx. 18 months to complete. Therefore, this project will be complete in 2010.
- Sydney Water have advised that the pump-out sewerage sullage service that is provided to residents of the Blue Mountains will not be extended to Hawkesbury residents, as it considered by Sydney Water to be invest resources in constructing backlog sewer programs.

MOTION:

RESOLVED on the motion of Councillor Kevin Conolly, seconded by Councillor Trevor Devine.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

1. The Committee write to the new Minister and reinforce requests in previous correspondence, and request they investigate and advise if the EIS is adequate. If advice is received to show that it is adequate, then ask the Minister to allow some funding to commence in regards to detailed designs so that Council is ready to move forward, when funding for the actual infrastructure is available.

ORDINARY MEETING
Reports of Committees

2. The Committee investigate if there are to be increased costs for pump-out services to 'Three Towns' system, once it is completed.
3. Management be requested to consider as part of its Capital Works Program the impact of the 'Three Town' Sewer system on the pump-out system, as per the letter of 9 August 2005.

Item: 20 Perception of the Committee's Strategic Role

DISCUSSION:

- Concerns were raised with regards to the Committee taking on more of an operational role rather than a strategic one.
- That all future Strategic Planning Committee meetings include an Item within the Business Paper dedicated to one (1) of the five (5) strategic tasks, as outlined in the Strategic Plan.
- Council staff organise to provide an update to Committee members with regards to their achievements to date, as set out by the Strategic Plan.
- Mr Graeme Faulkner to write to Mr Mason and extend an invitation to attend the Strategic Planning Committee Meeting to present on the HARTDAC Report.

The meeting terminated at 8:35pm

Future Meeting Date:

Strategic Planning Committee Meeting Thursday, 17 November 2005

oooO END OF REPORT Oooo

ORDINARY MEETING
Reports of Committees

ROC - Local Traffic Committee Minutes - 17 August 2005 - (80245)

REPORT:

- Present:** Councillor B Bassett (Chairman)
Mr J Christie, Office of Mr A Shearan, MP
Mr T O'Brien, Office of Mr S Pringle, MP
Mr D Chiu, Roads and Traffic Authority
Mr M Pace, Roads & Traffic Authority
- Apologies:** Mr R Elson, Department of Transport
Senior Constable C Nevell, NSW Police Service
- In Attendance:** Mr C Amit, Manager Design and Mapping Services.
Mr T Shepherd, Administrative Officer, Infrastructure Services Division.

1 MINUTES

- 1.1** Minutes of the meeting held on 20 July 2005 were confirmed.

Item 2.1 - Walkathon - Various roads, South Windsor (Hawkesbury and Londonderry) (80245, 32368, 74282, 74000)

REPORT:

Introduction:

An application has been received from Bede Polding College seeking approval to conduct its annual fundraising Walkathon on Friday, 19 August 2005 between the hours of 10.30am and 12.30pm. The Walkathon will take place in the South Windsor and Bligh Park areas. The event will start and finish at Bede Polding College and follow the route shown on the attached Plan No: TR024/05.

All of the roads on this route are local roads with a regulatory speed limit of 50 kph except Fairey Road and Berger Road where the speed limit is 60 kph. There will be approximately 1000 students participating in this event and walking in groups comprising 10 to 20 students. There are footpaths or nature strips on all the roads of this route.

Discussion:

The event organiser has advised that:

- i. The event has been held for the past fifteen years without any incidence.
- ii. Students will walk along footpaths or nature strips except when crossing the road.
- iii. College staff will actively supervise students throughout the duration of the walk.
- iv. College staff will supervise and guide students at all the road crossing points.
- v. No traffic control devices will be used to control traffic on any road along the route.

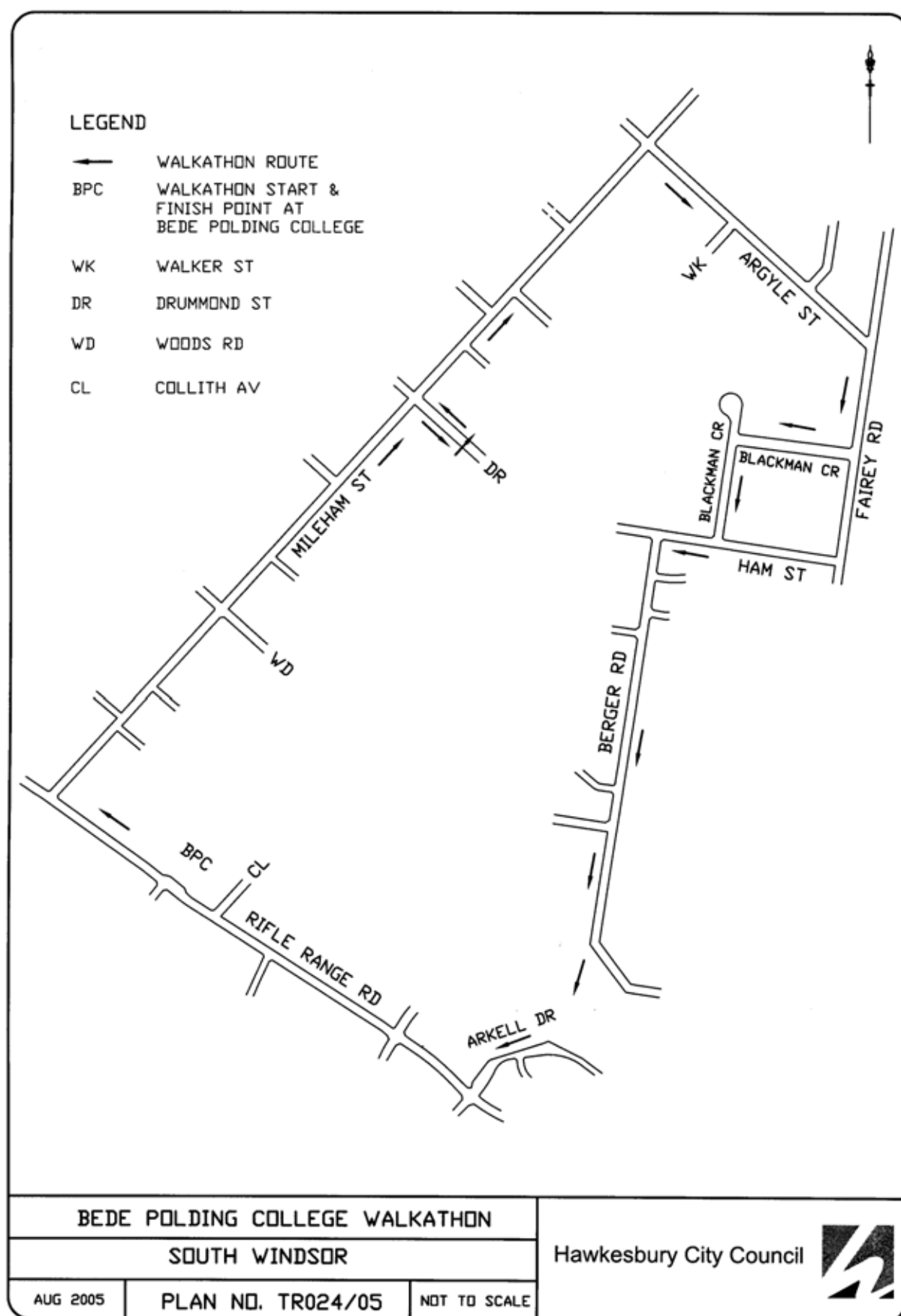
ORDINARY MEETING
Reports of Committees

- vi. No special traffic management arrangements will be in place.
- vii. "Lolly Pop" signs will be used to control students only at few intersections.
- viii. Near the intersection of Mileham Street and Drummond Street, students will walk across Drummond Street at a point approximately 100 metres south east of the intersection.
- ix. Students will walk in groups comprising 10 to 20 students.

The RTA's Manager of Business Processes has advised the following verbally:

Based on the information provided by the event organiser, this event may not disrupt traffic and transport systems and the non-event community. Therefore, this event does not fall under any categories of special events.

A Traffic Management Plan is not required for Non-Special Events in accordance with the "Guide to Traffic and Transport Management for Special Events" issued by the Roads & Traffic Authority. However, the event organiser has to notify the details of the event to Windsor Police for their approval. The event organiser has submitted to Council a copy of its Public Liability Policy in an amount of \$20,000,000.



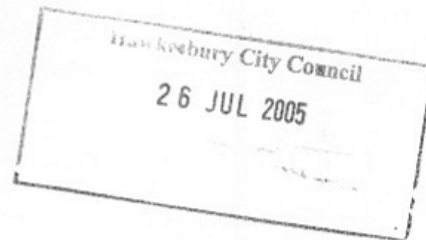
Appendix 1 - Notification of Special Event - School Walkathon



BEDE POLDING COLLEGE

22 July 2005

Mr. Tim Shepherd
Hawkesbury City Council
PO Box 146
WINDSOR NSW 2756



Dear Mr. Shepherd,

NOTIFICATION OF SPECIAL EVENT - SCHOOL WALKATHON

I write to formally advise you of plans for conduct a school walkathon on Friday, 19th August 2005 between the hours of 10.30am and 12.30pm.

Essentially, students from the College will participate in a fundraising walk through various streets/roads in the South Windsor and Bligh Park areas along a defined route - a copy of which is provided. Please note that students will walk along footpaths and nature strips except when crossing over. Importantly, College staff will actively supervise students throughout the duration of the walk.

In this regard, I have attached the following:

- Completed Special Event Resources form extracted from 'Traffic & Transport Management for Special Events' booklet.
- Completed Risk Assessment Plan outlining supervision, control & first-aid arrangements.
- Map of the walkathon route.
- Copy of the College's Public Liability Insurance coverage.

Please let me know if you require any further information regarding this activity.

Yours sincerely,

**PAUL CRUISE
BUSINESS MANAGER**



SCANNED

RIFLE RANGE ROAD, SOUTH WINDSOR, NSW 2756

PO Box 5521, SOUTH WINDSOR

PHONE: (02) 4577 6455 FAX: (02) 4577 4538

EMAIL: bedepolding@australia.edu

ORDINARY MEETING
Reports of Committees

Special Event Resources

Special Event Transport Management Plan Template

Refer to Chapter 7 of the Guide for a complete description of the Transport Management Plan

1 EVENT DETAILS

1.1 Event summary

Event Name: BEDS ROLLING COLLEGE WALKATHON
Event Location: SOUTH WINDSOR - BLIGH PARK
Event Date: 19/8/05 Event Start Time: 10.30am Event Finish Time: 12.30pm
Event Setup Start Time: 10.15am Event Packdown Finish Time: 12.45pm
Event is ☒ off-street ☐ on-street moving ☐ on-street non-moving
☐ held regularly throughout the year (calendar attached)

1.2 Contact names

Event Organiser * PRINCIPAL (BEDS ROLLING COLLEGE)
Phone: 4577.6455 Fax: 4577.4538 Mobile: 0404.824.691 E-mail: BEDS ROLLING @ PARRA.CATHOLIC.EDU AU
Event Management Company (if applicable) NOT APPLICABLE
Phone: _____ Fax: _____ Mobile: _____ E-mail: _____
Police WINDSOR POLICE
Phone: 4560.6999 Fax: 4560.6911 Mobile: — E-mail: —
Council HAWKESBURY CITY COUNCIL
Phone: 4560.4533 Fax: 4560.4400 Mobile: — E-mail: COUNCIL @ HAWKESBURY.NSW GOV. AU
Roads & Traffic Authority (if Class 1) NOT APPLICABLE
Phone: _____ Fax: _____ Mobile: _____ E-mail: _____

*Note: The Event Organiser is the person or organisation in whose name the Public Liability Insurance is taken out.

1.3 Brief description of the event (one paragraph)

A FUNDRAISING WALK AROUND SOUTH WINDSOR, BLIGH PARK BY SCHOOL'S STUDENTS ALONG A DEFINED ROUTE. STUDENTS WILL WALK ALONG FOOTPATHS, NATURE STRIPS EXCEPT WHEN CROSSING STREETS. STUDENTS WILL BE SUPERVISED THROUGHOUT THIS ACTIVITY.

Page XIV

Traffic & Transport Management for Special Events

Version 3.3 August 19, 2004

ORDINARY MEETING

Reports of Committees

2 RISK MANAGEMENT - TRAFFIC

2.1 Occupational Health & Safety - Traffic Control

- ☒ Risk assessment plan (or plans) attached

2.2 Public Liability Insurance

- ☒ Public liability insurance arranged. Certificate of currency attached.

2.3 Police

- ☒ Police written approval obtained

2.4 Fire Brigades and Ambulance

- ☐ Fire brigades notified
☐ Ambulance notified

3 TRAFFIC AND TRANSPORT MANAGEMENT

3.1 The route or location

- ☒ Map attached

3.2 Parking

- ☐ Parking organised - details attached
☒ Parking not required

3.3 Construction, traffic calming and traffic generating developments

- ☐ Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
☐ There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes

3.4 Trusts, authorities or Government enterprises

- ☐ This event uses a facility managed by a trust, authority or enterprise; written approval attached
☐ This event does not use a facility managed by a trust, authority or enterprise

3.5 Impact on/of Public transport

- ☐ Public transport plans created - details attached
☐ Public transport not impacted or will not impact event

3.6 Reopening roads after moving events

- ☐ This is a moving event - details attached.
☐ This is a non-moving event.

3.7 Traffic management requirements unique to this event

- ☐ Description of unique traffic management requirements attached
☐ There are no unique traffic requirements for this event

3.8 Contingency plans

- ☐ Contingency plans attached

Class 2	3.9 Heavy vehicle impacts	
	☐ Impacts heavy vehicles - RTA to manage	
	☐ Does not impact heavy vehicles	
	3.10 Special event clearways	
	☐ Special event clearways required - RTA to arrange	
	☐ Special event clearways not required	
4 MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES		
Class 3	4.1 Access for local residents, businesses, hospitals and emergency vehicles	
	☒ This event does not impact the non-event community either on the main route (or location) or detour routes	
Class 2	4.2 Advertise traffic management arrangements	
	☐ Road closures or restrictions - advertising medium and copy of proposed advertisements attached	
	☐ No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached	
	☐ No road closures, restrictions or special event clearways - advertising not required	
	4.3 Special event warning signs	
	☐ Special event information signs are described in the Traffic Control Plan/s	
	☐ This event does not require special event warning signs	
	4.4 Permanent Variable Message Signs	
	☐ Messages, locations and times attached	
	☐ This event does not use permanent Variable Message Signs	
	4.5 Portable Variable Message Signs	
	☐ The proposed messages and locations for portable VMS are attached	
	☐ This event does not use portable VMS	

5 PRIVACY NOTICE

The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads and Traffic Authority (RTA), or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in Section 1 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the *Road Transport (General) Act 1999*) and the *Roads Act 1993*.
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his/her "personal information".
- The "personal information" held by the Police, RTA or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources required to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the "personal information" relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.

ORDINARY MEETING
Reports of Committees

6 APPROVAL

TMP Approved by: _____ Event Organiser _____ Date _____

7 AUTHORISATION TO *REGULATE TRAFFIC

Council's traffic management requirements have been met. Regulation of traffic is therefore authorised for all **non-classified roads** described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: _____ Council _____ Date _____

The RTA's traffic management requirements have been met. Regulation of traffic is therefore authorised for all **classified roads** described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: _____ RTA _____ Date _____

- * "Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals (Roads Act, 1993). Council and RTA require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.

1	
2	
3	
4	

Note: WT = Wallingford

POLDING WALK DUTY ROSTER 19.08.05

CHECKPOINTS

NB: All stamps used at Checkpoints must be returned to Janice B. immediately after returning to school!

Checkpoint	Name 1	Name 2
1		
2		
3		
4		
5		
6		

Note: MP = School Mobile Phones for ringing Communications Coordinator if any problem

WALKERS

STAFF – Don't forget to carry First Aid "Bum Bags"

Number	Name
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	

DRINKS

(cordial at front of school with non walking students)

1
2

DRIFTER – (Trouble Shooter?)

1

PHOTOGRAPHER

(get in Car and Take as many as you can!)

--

DRIVERS

1
2
2)
3

COMMUNICATIONS COORDINATOR

To communicate to drivers and checkpoints etc re problems and first aid etc from student foyer

1)

Note WT = Walkie Talkies

Polding Walk ROSTER 25/07/2005

FIRST AID

1
2

YEAR COORDINATORS

TOP YARD SUPERVISORS

(To Help Year Coordinators with returning students)

7	
8	
9	
10	
11	
12	

FIRST AID (on course Berger Rd– opposite the corner of Snailham Cres.)

1
2

Checkpoint 1

Between crossing on Drummond St and toilet block at netball courts in one of the covered picnic table areas – Stamp all cards and guide students to crossing

Checkpoint 2

At Speedo warehouse on corner of Argyle and Mileham St. – Stamp all cards and guide students up Argyle St.

Checkpoint 3

On Right hand side of Argyle St. across the road from 76 Argyle St. – Stamp all cards and guide students up Argyle St.

Checkpoint 4

On large grassed area along right hand side of Blackmann Cres. Outside MemCor Australia opposite M.P. Joinery – Stamp all cards and guide students up Blackman to cross road further along

Checkpoint 5

On mown grass area on Left hand side of Berger Rd opposite the end of Berger Reserve – Stamp all cards and guide students down along Berger road.

Checkpoint 6

On Right hand side of Riffle Range Rd. just before Amber Cottage Child Care on grassed area – Stamp all cards and guide students up Riffle Range rd. back to school.

Polding Walk ROSTER 25/07/2005

ORDINARY MEETING
Reports of Committees

SUPERVISION POINTS

Supervision Point	Name 1	Name 2
1		
2		
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12		
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14		
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36		

Polding Walk ROSTER 25/07/2005

ORDINARY MEETING
Reports of Committees

- S9 . Corner of Mileham and Woods Rd. – to cross students over road to continue on path up Mileham St.
- S10 Corner of Mileham and Butler Way – to cross students over road to continue on path up Mileham St.
- S11 Corner of Mileham and Batten Cct. – to cross students over road to continue on path up Mileham St.
- S12 Mileham St. Near Water Board block – to get students to head in off street to cross Netball courts to checkpoint one.
- S13 Check toilets at courts are used correctly and keep students moving through checkpoint 1 to crossing (maybe moved if toilets are not available on day)
- S14 To cross students safely using “lolly pop” signs and vests across Drummond St. where path leaves courts near checkpoint one and guide up to corner of Drummond and Mileham St.
- S15 Corner of Mileham and Drummond St. – guide students around corner and along path up Mileham St.
- S16 Corner of Mileham and Kingsley Close – to cross students over road to continue on path up Mileham St.
- S17 Corner of Mileham and Anderson Place – to cross students over road to continue on path up Mileham St.
- S18 On Mileham St. outside Huhtamaki packaging driveway – to continue students along path up Mileham St.
- S19 On Mileham St. outside 116-118 and perhaps up to 108 as they have sometimes cars etc on footpath – to guide kids around any obstacles (narrow path) and to continue students along path up Mileham St. to second checkpoint
- S20 To help people on checkpoint guide students around corner of Mileham St. and to remind students to stay on path up Argyle St.
- S21 On Argyle St. – guide students safely past Speedo driveway to continue on path up Argyle St.
- S22 Corner of Argyle and Walker St. To cross students safely using “lolly pop” signs or “children crossing” signs and vests across Walker St. and guide up to Checkpoint 3.
- S23 On Argyle St.– guide students safely past “Basically Baby” driveway to continue on path up Argyle St.
- S24 On Argyle St.– guide students safely past 59 Argyle “Benztell Ceramics” driveway to continue on path up Argyle St.
- S25 On Argyle St. – guide students safely past “Torresan Engineering” driveway to continue on path up Argyle St.
- S26 Corner of Argyle St. and Fairey Rd. – guide students around corner and along path up Fairey Rd.

Polding Walk ROSTER 25/07/2005

ORDINARY MEETING
Reports of Committees

- S27 On Fairey Rd. – guide students safely past “Farm Services” driveway to continue on path down Fairey Rd.
- S28 On Fairey Rd. – guide students safely past “Windsor Printing” both in and out driveways and to continue on path down Fairey Rd.
- S29 Corner of Fairey Rd. and Blackman Cres. – guide students around corner and along path to Checkpoint 4.
- S30 Corner of Blackman Cres. And White Place – to cross students over road to continue on path up Left hand side of Blackman Cres
- S31 On left hand side of Blackman Cres (about halfway along – outside No. 2?) to keep students on path up Blackman Cres.
- S32 At end of Blackman Cres. At intersection of Ham St. – to cross students across Ham St. so they continue down Left hand side of Ham street
- S33 Corner of Ham and Berger Rd. . – guide students around corner and along Left hand Side of Berger Rd.
- S34 Corner of Berger Rd and Freebody Pl. – to cross students across Freebody Pl. and guide students along Left hand Side of Berger Rd.
- S35 Corner of Berger Rd and Dargan St. – to cross students across Dargan St. and guide students along Left hand Side of Berger Rd and to point out minor injury first aid station a few meters along.
- S36 On Left Hand Side of Berger Rd next to No. 34 at start of vacant land – to guide students along Left hand Side of Berger Rd to Checkpoint 5.
- S37 At intersection of Berger and Woods – to cross students safely to the Right Hand Side of Berger as road narrows just past intersection and to guide students down Right hand side of Berger Rd.
- S38 On Bend at bottom of Berger Rd. – to guide students down Right hand side of Berger Rd. to beginning of “off-road” section.
- S39 At entrance of “off-road” section near copper logs – to guide students along grassed path along fence line along to the back of Pearson St.
- S40 Along track between Berger Rd and Person St. about 50m from previous supervisor– to guide students along grassed path along fence line along to the back of Pearson St.
- S41 Along track between Berger Rd and Person St. about 50m from previous supervisor– to guide students along grassed path along fence line along to the back of Pearson St.
- S42 Along track between Berger Rd and Person St. about 50m from previous supervisor– to guide students along grassed path along fence line along to the back of Pearson St.
- S43 At water gully at back of Pearson St.– guide along grassed area to roundabout intersection of Arkell Dr. and Riffle Range Rd.
- S44 About halfway along water gully between Pearson St. and Arkell Dr.– guide along grassed area to roundabout intersection of Arkell Dr. and Riffle Range Rd.

Polding Walk ROSTER 25/07/2005

ORDINARY MEETING
Reports of Committees

- S45 Corner of Arkell Dr. and Riffle Range Rd. – guide along Right hand side of Riffle Range Rd. to Checkpoint 6.
- S46 Corner of Riffle Range Rd. and Colonial Drive – to cross students across Colonial Dr. and guide students along Left hand Side of Riffle Range Rd
- S47 On right hand side of Rifle Range road evenly spaced between Colonial Dr. and medical Centre – to keep students on path as much as possible up Riffle Range road.
- S48 On Right Hand Side of Riffle Range Road outside Medical Center – guide along Right hand side of Riffle Range Rd. to School.
- S49 On right hand side of Rifle Range road evenly spaced between medical centre and Collith Ave. – to keep students on path as much as possible up Riffle Range road.
- S50 Corner of Riffle Range Road and Collith Ave. To cross students safely using “lolly pop” signs or “children crossing” signs and vests across Collith Ave. and guide up to school.

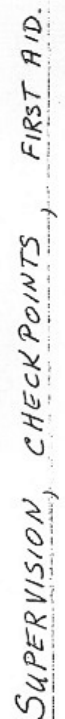
**All Staff Must come back to school to help with Supervision
for remainder of day as soon as last Walker passes
your Supervision Point**

<i>PSurname</i>	<i>PFIRSTNAME</i>
Babazogli	Sophia
Besic	Christine
Borg	Jane
Cahill	Jo
Croghan	Pat
Crowl	Wendy
Davies	Rhonda
Eishauer	Lisa
Hawkes	Martina
Hession	Cathy
Karakatsanis	Lambros
Kristicevic	Helen
Lewis	Debra
Lewis	John
McGrath	Leigh-Anne
Muscat	Alexandria
O'Neill	Jenny
Pope	Dana
Saliba	Jane
Scott	Ray
Seymour	Cathy
Tchadovitch	Vera
Woodbury	Leanne
Woodward	Sandra
Leggett	Vivienne

*Please Note: These Parents are making
and serving our lunch for the day
under the leadership of Cheryl
Stanton(our Great Canteen Boss).
You may wish to Thank them at
some stage during the day!*

Polding Walk ROSTER 25/07/2005

Reports of Committees



ORDINARY MEETING
Reports of Committees

4. MAR. 2005 15:48

CATHOLIC CHURCH INS. 9934 3462

NO. 6945 P. 1



Catholic Church Insurances Limited

ABN 76 000 005 210
AFSL 235423

Level 6 324 St. Kilda Road Melbourne 3004
GPO Box 180B Melbourne 3001
DX 30577 South Melbourne
Telephone 1300 655 001 Facsimile 03 9934 3462

04 March 2005

Client No. 2069

BEDE POLDING COLLEGE
RIFLE RANGE ROAD
SOUTH WINDSOR NSW 2756

Fax: 02 4577 4538

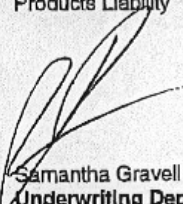
CERTIFICATE OF CURRENCY

This is to certify that the following	PUBLIC LIABILITY INSURANCE
Policy is current until	1 st February 2006
Policy Number	02 LIA 200013
Reference Number	02 PLS 0101675
Insured	TRUSTEES OF THE ROMAN CATHOLIC CHURCH FOR THE DIOCESE OF PARRAMATTA - BEDE POLDING COLLEGE SOUTH WINDSOR
For	Legal Liability for personal injury or damage to property anywhere in Australia.

Policy covers liability attaching to all activities of the Insured and includes liability attaching to any of the Insured's unincorporated groups or associations.

This Certificate is issued subject to the Terms and Conditions of the Company's Policy.

Limit of Indemnity	\$200,000,000
Products Liability	\$200,000,000


Samantha Gravell
Underwriting Department
Catholic Church Insurances Ltd

For claims, policy and general enquiries telephone 1300 655 001

www.catholicinsurances.com.au

VIC	324 St Kilda Road Melbourne 3004 Phone 03 9934 3000 Fax 03 9934 3464	SA	45 Wakefield Street Adelaide 5000 Phone 08 8215 0166 Fax 08 8223 1946
NSW	45 Clarence Street Sydney 2000 Phone 02 9273 2800 Fax 02 9273 2880	WA	263 Adelaide Terrace Perth 6000 Phone 08 9325 4788 Fax 08 9325 4965
ACT	1 Ballumbir Street Braddon 2612 Phone 02 6201 9884 Fax 02 6257 8239	TAS	5 Emmett Place Newtown 7008 Phone 1300 655 001 Fax 03 9934 3464
QLD	143 Edward Street Brisbane 4000 Phone 07 3229 3894 Fax 07 3229 5262	NT	16A Geranium Street The Gardens 0820 Phone 08 8941 1244 Fax 08 8941 2101

RECOMMENDATION:

That:

1. This event is classified as a Non-Special Event based on the information provided by the event organiser in accordance with the "Guide to Traffic and Transport Management for Special Events" issued by the Roads & Traffic Authority if the following conditions are adhered to during the event:
 - i. Students walk along footpaths or nature strips except when crossing the road;
 - ii. College staff supervise students throughout the duration of the walk and at all the road crossing points;
 - iii. No traffic control devices are used to control traffic on any road along the route; and,
 - iv. No special traffic management arrangements will be in place.
2. The event organiser notifying the details of the event to Windsor Police for their approval.

Item 2.2 - Hot rod run – Hawkesbury Showground (Londonderry) (80245, 74282, 74387)

REPORT:

Introduction:

Council has received an application from the Macquarie Towns Hot Rod Club seeking approval to conduct a Hot Rod Run on 3 and 4 June 2006, at the Hawkesbury Showground in Clarendon and on public roads in the Windsor and Richmond areas. The application is attached.

The club has advised the following in relation to the event on Saturday 3 June 2006:

The event is open to only an anticipated fifty to sixty entrants (which includes cars, drivers and their families). There will be an **Observation Run** which entails entrants driving their cars on public roads in the Windsor and Richmond areas over a distance of 20 km following written directions already laid out and having to observe landmarks etc from clues provided. This Observation Run will take place over the day with entrants being able to participate at any time of the day. In the Observation Run held last year, Ten entrants participated. These cars will travel independently to each other. They will travel similar to other road users obeying the general road rules.

The club has advised the following in relation to the event on Sunday 4 June 2006:

This event will be held within the Showground premises. The event will be open to the public for a static car display and a Rock and Roll band. The number of entrant vehicles (for the static car display) expected on this day is approximately 100. Public entry is anticipated to be in the order of 900-1000 (approximately 400 – 500 vehicles) over the two days. For a gold coin donation, off street parking will be provided in the Members carpark of the Showground. All entrants and public access will be via Gate 2 of the Showground, which is located approximately 500 meters from the railway crossing. The gate will be opened at 9.30am and closed at 4.00pm.

Discussion:

The event organiser has advised the following in relation to traffic matters:

- i. No timing will be involved and no attempts will be made to find out who finishes the Observation Run first.

ORDINARY MEETING
Reports of Committees

- ii. Drivers will follow the general road rules and travel independently.
- iii. No special traffic management arrangements will be in place.

All the events other than the Observation Run will be held within the Showground premises. There are parking spaces (90 degree angle parking) for approximately 500 vehicles on the 700 metre long section of Racecourse Road between the railway crossing and the Gate 3 of the Showground, which is located in the vicinity of the first 90 degree bend travelling south.

The RTA's Manager of Special Events has advised the following verbally:

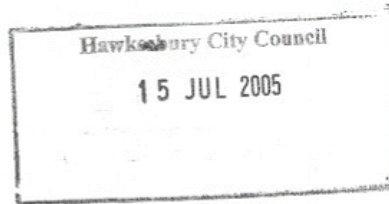
Based on the information provided by the event organiser, this event may not disrupt traffic and transport systems and the non-event community. Therefore, this event does not fall under any categories of special events.

A Traffic Management Plan is not required for Non-Special Events in accordance with the "Guide to Traffic and Transport Management for Special Events" issued by the Roads & Traffic Authority. However, the event organiser has to notify the details of the event to Windsor Police for their approval. The event organiser has indicated that a copy of its Public Liability Policy will be submitted to Council in an amount of \$10,000,000 prior to the event.

ORDINARY MEETING
Reports of Committees

15-6-2005

HAWKESBURY CITY COUNCIL
366 GEORGE STREET
WINDSOR 2756.



Attention: Chris Amit.

The Macquarie Towns Hot Rod Club wish to hold a Hot Rod run at the Hawkesbury Showground at Clarendon on the weekend of the 3rd and 4th of June 2006. The event details are as follows.

Saturday 3rd.

The days proceedings are for 50 or 60 entrants expected. This includes cars, drivers and family. The last event had 43 entrants. There will also be an observation run, which will take over the day with entrants being able to participate at any time. At the last run 10 entrants did the run. Various other activities are planned, [low impact, non-driving]. All activities except the observation run, will take place within the Showground. There will also be an evening meal Trivia/Games and entertainment. The day will also be open to the public from 12 noon to 4pm to view and inspect cars and the trade and display stands.

Sunday 4th

Sundays proceedings will be open to for a static car display, Rock and Roll band, kids activities, Trade and display stands. This will be an alcohol free day. There will be more entrants for the day, bringing the total number of entrants to approximately 100-150. The last event had 111 entrants.

Public entry is anticipated to be approximately 900-1000 people over the 2 days. [last event 315 people]. As at the last event all entrants and public will access and exit via gate 2 of the showground. The gates will open to the public at 9.30am and close at 4pm. This event is sanctioned and insured by Australian Street Rod Federation. Any profits from the event will go to local charities. There will be little if any impact on local traffic or infrastructure, with no road closures required. All vehicles entered in the event are registered and insured in the normal manner. We look forward to hearing from you in the near future. Any further information required, please ring me on 45726412.

Dave Cavanagh.

MTHRC Clarendon Rod Run Committee

PO BOX 5504, WINDSOR NSW 2756.



SCANNED

RECOMMENDATION:

That:

1. This event is classified as a Non-Special Event based on the information provided by the event organiser in accordance with the "Guide to Traffic and Transport Management for Special Events" issued by the Roads & Traffic Authority if the following conditions are adhered to during the event:
 - i. Registered roadworthy cars are used in the Observation Run;
 - ii. All participating vehicles in the Observation Run follow general road rules and travel independently to each other;
 - iii. No timing is involved and no attempts are made to find out who finishes the Observation Run first;
 - iv. The Observation Run does not impact the normal traffic flow on any public road within the Hawkesbury District;
 - v. All vehicles attending to the show are parked on-street or off-street without impacting the traffic on Racecourse Road; and,
 - vi. No special traffic management arrangements will be in place to control the traffic on Racecourse Road or any other public road.
2. The event organiser notifying the details of the event to Windsor Police for their approval.
3. The event organiser submitting to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 with Council's interest noted on the Policy.

Item 2.3 - Pedestrian Crossing - Colonial Drive, Bligh Park (Londonderry) (80245, 74282)

REPORT:

Introduction:

Following recommendations made on 17 November 2004 by its Local Traffic Committee, Council, at its meeting held on 14 December 2004, resolved, in part, that:

- 3 *Investigation be undertaken as to the suitability of the existing position of the pedestrian crossing at the eastern intersection of Alexander Street and Colonial Drive, given that the pedestrian crossing is obscured by multiplicity of signage associated with the roundabout at that location.*

Discussion:

This pedestrian crossing is located on Colonial Drive at the eastern intersection of Alexander Street, Bligh Park and incorporated into a splitter island of the roundabout. There are similar pedestrian crossing arrangements found in the Sydney Region. The RTA Accident Database indicates one injury accident, two minor accidents and no accidents involving pedestrians at the intersection of Colonial Drive and Alexander Street during the period from July 1999 to June 2004.

Repositioning of the existing pedestrian crossing is not required for the following reasons:

- i. There is adequate sight distance of a pedestrian on or about to enter the crossing for the vehicles approaching the crossing from east and west on Colonial Drive.
- ii. A vehicle making a left turn from Alexander Street into Colonial Drive can see the pedestrians on or about to enter the crossing before the vehicle enters into Colonial Drive and it is possible to safely stop the vehicle due to the Give Way control at this T-intersection with a roundabout.
- iii. There are "Pedestrian Crossing Ahead" advisory signs and Zig Zag line marking on all three approaches (Colonial Drive and Alexander Street) to the crossing.
- iv. There is adequate visibility of all "Pedestrian Crossing" and "Pedestrian Crossing Ahead" signs for motorists.
- v. Approximately 75% of the pedestrians travel east after using this crossing. If the crossing is moved further west, most of the current users may not use the crossing.

RECOMMENDATION:

That the existing pedestrian crossing located on Colonial Drive at its intersection with Alexander Street be retained at its current position and that the existing advisory signage be monitored on a regular basis to ensure good repair.

**Item 2.4 - Mt Wilson to Bilpin Bush Run - Mt Irvine Rd & Bells Line of Road, Bilpin (Hawkesbury)
(80245, 74282, 74000, 73582)**

REPORT:

Introduction:

An application to undertake the Mount Wilson to Bilpin Bush Run was reported to the Local Traffic Committee on 15 June 2005 with the following **recommendations** as part of the **Initial Approval** as adopted by Council on 28 June 2005, listed below.

That:

- i. This event be classified as a "Class 2" special event under the "Traffic Management for Special Events" guidelines issued by the RTA.
- ii. The safety of all road users and personnel on or affected by the site/event is the responsibility of the event organiser.
- iii. No objection be held to this event subject to compliance with the following conditions:
 - a) the event organiser obtaining approval to conduct this event, from the NSW Police Service;
 - b) the event organiser submitting an appropriate Traffic Control Plan (TCP) for the entire route to Council for acknowledgement. The TCP should be prepared by a person holding appropriate certification required by the RTA to satisfy the requirements of the relevant Work Cover legislation;
 - c) the event organiser submitting the TMP and the associated TCP to the RTA for authorisation due to the possible conflict points along Bells Line of Road;

ORDINARY MEETING
Reports of Committees

- d) all traffic controllers/marshals operating within the public road network holding appropriate certification required by the RTA;
- e) the event organiser carrying out an overall risk assessment for the whole event to identify and assess the potential risks to spectators, participants and road users during the event 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>);
- f) the event organiser obtains a copy and becomes familiar with the contents of the RTA publication "Guide to Traffic and Transport Management for Special Events" (Version 3.3) which explains the responsibilities of the event organiser in detail. This publication is available on the RTA's web site at http://www.rta.nsw.gov.au/trafficinformation/downloads/tmc_specialevents_dl1.html
- g) the event organiser submitting to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 with Council and the Roads & Traffic Authority's interest noted on the Policy;
- h) 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;
- i) the event organiser notifying the details of the event to ambulance and SES;
- j) the event organiser 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;
- k) the event organiser advertising the event in the local press two weeks prior to the event;
- l) appropriate advisory signs and traffic control devices be placed after all the required approvals are obtained from the relevant authorities, during the event along the route under the direction of a traffic controller holding appropriate certification required by the RTA in accordance with the submitted TMP and associated TCP;
- m) the competitors and participants be advised of the traffic control arrangements in place prior to the commencement of the event;
- n) the event organiser directly notifying all the residences and businesses affected by the proposed event; and,
- o) access being maintained for businesses, residents and their visitors;

Discussion:

The event organiser has submitted supporting information to satisfy the following conditions in order to obtain **Final Approval**.

- | | |
|--------------------|--|
| Condition (iii) a: | Complied; A copy of the Police approval is attached. |
| Condition (iii) b: | Complied; TCP is attached. |
| Condition (iii) c: | Complied; A copy of the RTA authorisation is attached. |
| Condition (iii) d: | Complied. |
| Condition (iii) e: | Complied. |
| Condition (iii) f: | Complied. |
| Condition (iii) g: | Partly complied; A copy of the Public Liability Policy is attached. Council and the RTA are not noted as interested parties. |
| Condition (iii) h: | This will be complied with during the day of the event. |
| Condition (iii) i: | Complied. |
| Condition (iii) j: | Complied. |

ORDINARY MEETING
Reports of Committees

Condition (iii) k: This will be complied. A copy of the advertisement will be sent to Council after the event is advertised in the local newspaper.
Condition (iii) l: This will be complied with during the day of the event.
Condition (iii) m: Complied.
Condition (iii) n: Complied.
Condition (iii) o: Complied.

From: AUTAR Rohit K
Sent: Thursday, 4 August 2005 12:43 PM
To: Robert Marshall (robert.marshall@blacktown.nsw.gov.au)
Cc: Anver Ansareen (anver.ansareen@hawkesbury.nsw.gov.au)
Subject: Mt Wilson to Bilpin Bush Run - 20 August 2005

Dear Robert

The TMC received the documents for the above referred event earlier last month. It is understood that the event participants (runners) will remain off the road for the entire duration of the event until they have to cross Mt Tootie Rd.

As discussed this is to confirm that the TMC was concerned about the interaction between the traffic and runners at the Mt Tootie Rd crossing. Furthermore, as outlined in the TCP submitted to the TMC on 27 July 2005 by you, the TMC is satisfied with the marshal presence at Mt Tootie Rd crossing who will be controlling the runners and not the traffic.

Please contact me should you require any additional information.

cheers
Rohit Autar
Transport Operations Planner
Transport Management Centre
Roads and Traffic Authority
Ph 02 8396 1541
Fx 02 8396 1530
Mb 0407 064 031



BILPIN RURAL FIRE BRIGADE
ABN 21 556 039 598

Margaret Tadrosse
Secretary
PO Box 3041
BILPIN NSW 2758

Phone: 0245 671262
Fax: 0245 670115
Mobile 0404 061262
Email: fruit@hawknets.com.au

The General Manager
Hawkesbury City Council
PO Box 146
Windsor
NSW 2756

ORDINARY MEETING
Reports of Committees

Attention Anver Ansareen
Dear Anver

Mount Wilson to Bilpin Bush Run

I refer to the resolution of Councils traffic committee of the 28th June 2005 and in response to the various conditions imposed therein would advise that the following action has been undertaken to comply with councils conditions.

Condition 1
No action by Bilpin RFS required.

Condition 2
No action by Bilpin RFS required.

Condition 3a
Police approval has been obtained in writing

Condition 3b
TCP for the crossing point at Mount Tootie Road was faxed previously in compliance with this condition. It should be noted that at no point of the run within Hawkesbury City Councils jurisdiction do the run organiser undertake any traffic control. At the above point the only control exercised by the run organisers is over the runners themselves. The free flow of traffic is NOT impeded.

Condition 3c
TMP (a copy of which has also been submitted to Council) has been authorised by the RTA traffic management centre. The only possible point of conflict is across Mount Tootie road see condition 3b above.

Condition 3d
No requirement to control traffic. Marshalls are only required to supervise and control the runners. RTA traffic controllers certificates not required.

Condition 3e
A risk assessment was carried out by the event organisers as a requirement of the insurers of the RFS and this assessment was forwarded to them and was accepted by the subsequent issuing of the insurance certificate for the event.

Condition 3f
This has been complied with over all the years that this event has been conducted

Condition 3g
Done

Condition 3h
To be complied with on the day

Condition 3i
A fully equipped 4x4 field ambulance WITH a Doctor and nurse is part of the event organisation and is on the course during the event. A registered paramedic is also strategically place on the course during the event. Bilpin RFS is the emergency service for the area and maintains a standby crew during the event to respond to any emergency call.

Condition 3j
Done: approvals have been received in writing.

Condition 3k

ORDINARY MEETING
Reports of Committees

Bilpin RFS is currently negotiating with the Hawkesbury Gazette to get a feature article done on this our 10th year of running the event.

Condition 3l
Will be done on the day

Condition 3m
A pre run brief is held at Mount Wilson as detailed in the TMP

Condition 3n
Done

Condition 3o
No restriction to access of residents, businesses or visitors to the run route occurs.

I trust that the above information is of assistance in resolving this matter to your satisfaction.

Yours faithfully
Robert Marshall
Bilpin Rural Fire Service
(Deputy Captain)

ORDINARY MEETING
Reports of Committees

27/07/2005 12:27

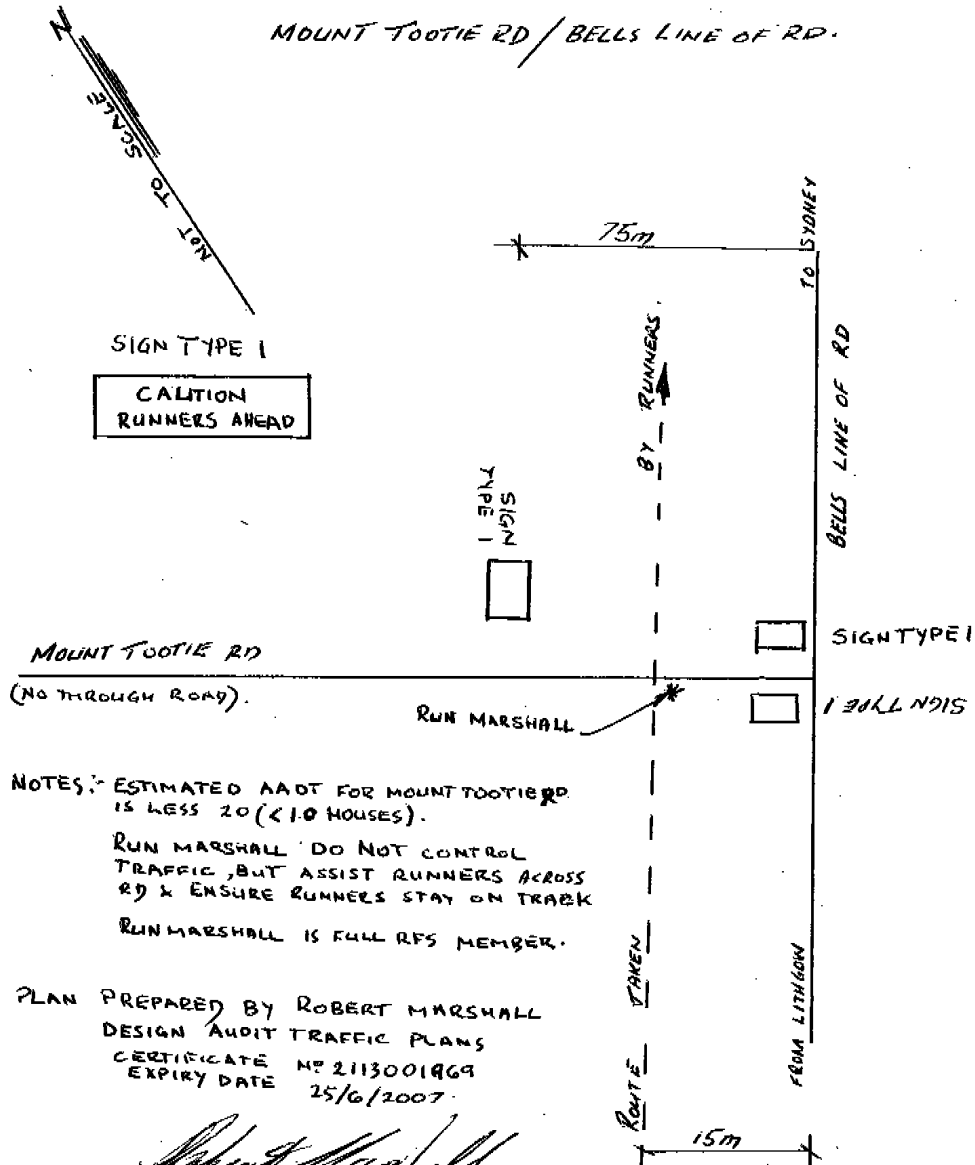
NO.395 002

ATTENTION ROHIT

TRAFFIC CONTROL PLAN

MOUNT WILSON TO BILPIN BUSH RUN

MOUNT TOOTIE RD / BELLS LINE OF RD.



Robert Marshall
27/7/05

ORDINARY MEETING
Reports of Committees

04/08 2005 12:54 FAX

FRUIT BOWL

002



NSW Police

www.police.nsw.gov.au ABN 43 408 613 180

**HAWKESBURY
LOCAL AREA COMMAND**

32 Bridge Street
Windsor NSW 2756

Ph: 4577 4111 / 74999
Fc: 4577 4370 / 74912

Ref:

Secretary
Bilpin Rural Fire Brigade
P.O. Box 3041
BILPIN 2758

2nd June, 2005.

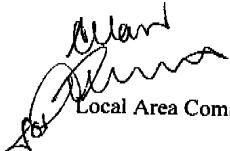
Dear Ms Tadrosse,

I refer to your letter of the 19th April, 2005 in which you seek Police permission to
~~conduct the Mount Wilson to Bilpin Bush Run on Saturday, 20th August, 2005.~~

All relevant documents are in order and there is no Police objection to conducting this event.

Should you require any further assistance, please feel free to ring Senior Constable Nevell, Traffic Supervisor at this Command.

Yours sincerely


Local Area Commander

Reports of Committees

04/08 2005 14:01 FAX
24/05 '05 10:52 FAX 02 87415525

FRUIT BOWL

☒ 001

NSWRF'S HQ STAFF SERVICES

002/002

GIO

P 2/2

ATT: Answer



24 May 2005
TMF Reference No: TMF628/0405

To whom it may concern,

CERTIFICATE OF CURRENCY

This will confirm that commencing 30 June 1989, until cancelled, the New South Wales Rural Fire Service, as a member of the NSW Treasury Managed Fund, is fully covered for their legal liability to any third party arising out of their operations, worldwide.

This includes but is not limited to Public Liability cover for an amount of \$10,000,000, and will cover the New South Wales Rural Fire Service for their activities associated

This certificate is for the Bilpin Brigade for organising and running the Mount Wilson to Bilpin Bush Run (35kms) to be held on 20th August 2005 for the purpose of fundraising and community education.

NOTE: The NSW Treasury Managed Fund hereby agrees that should such coverage be cancelled or withdrawn for any reason, 30 days notice will be provided.

Yours sincerely,


Ian Makin
Client Manager
NSW Treasury Managed Fund

RECEIVED BY

2005 2305

HAWKESBURY FCC

Level 2, 117 Clarence Street, Sydney NSW 2000
GPO Box 2601, Sydney NSW 2001
Fax 61 2 9248 8482 Telephone: 61 2 9248 8104
www.riskingsite.com.au



Managed by GSO General Limited
AEN 22 002 859 703
Through its quality endorsed
Treasury Managed Fund Business Unit



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RECOMMENDATION:

That:

No objection be held to this event subject to compliance with the following conditions:

Prior to the event:

- a) the event organiser submitting to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 **with noting Council and the Roads and Traffic Authority as interested parties on the Policy**; Upon receipt of this documentation, Final Approval be granted.

During the event:

- b) appropriate advisory signs and traffic control devices be placed after all the required approvals are obtained from the relevant authorities, during the event along the route under the direction of a traffic controller holding appropriate certification required by the RTA in accordance with the submitted TMP and associated TCP;
- c) the competitors and participants be advised of the traffic control arrangements in place prior to the commencement of the event; and,
- d) 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.

Item 2.5 - Walkathon - Various roads, Richmond (Londonderry) (80245, 74282, 74000, 80449)

REPORT:

Introduction:

Council has received an application from Richmond High School seeking approval to conduct its annual fundraising Walkathon on Friday, 14 October 2005 between 9.00am and 1.30pm. The Walkathon will take place over a total distance of 11 km within the Richmond CBD and The Lowlands areas. The event will start and finish at Richmond High School and traverses along the route shown on the attached Plan No: TR025/05. The participants will leave the school and cross Lennox Street at the pedestrian crossing and whilst walking along Bosworth Street, will walk across Kurrajong Road, Windsor Street and Francis Street.

Onus Lane, Cornwells Lane, Edwards Road and Powells Lane are rural sealed roads in The Lowlands. All of these four roads are very low traffic carrying roads (ADT < 100) with no regulatory speed limit signs and hence the speed limit is 100 kph. The event organiser has informed that there will be approximately 500 students participating in this event in four groups with each group comprising 125 students.

Discussion:

The majority of the roads in The Lowlands on the event route are very narrow with a varying pavement width of 3.7m to 5.6m for 2 way traffic. There are sections of roads with narrow nature strips. Many participants may walk along the sealed sections of these rural roads where there are narrow nature strips.

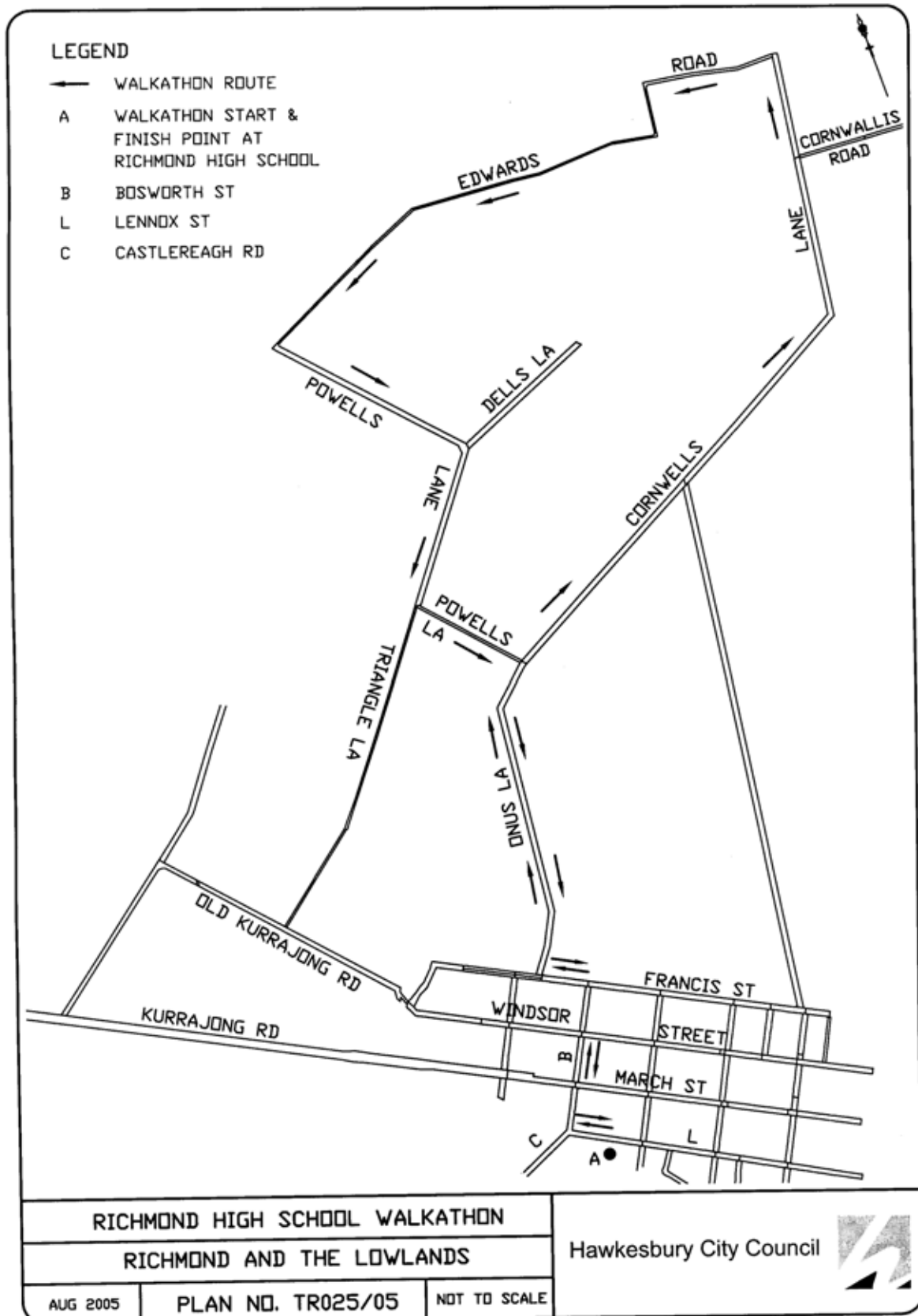
Even though the traffic volumes are low and the event has been held in the past without incidents, taking into account the new obligations and delegations associated with the Special Event Guidelines, it would be negligent to authorise an event which allows school children to walk along a road way zoned at 100km/h without some type of physical separation. As such the most appropriate action would be to isolate the children from the cars. Then this event falls under "Class 2" classification in accordance with the "Traffic Management for Special Events" guidelines issued by the Roads & Traffic Authority as it would require a TCP, physically separating students from vehicles with the use of cones or barricades, the hiring of traffic control staff, the need for part of the route to become one way etc.

A moving event held under total Police control can be classified as a "Class 4" special event in accordance with the "Traffic Management for Special Events" guidelines issued by the Roads & Traffic Authority. As

ORDINARY MEETING
Reports of Committees

Snr Const Clint Neville from Windsor Police has agreed to conduct this event under Police control and to classify this event as a class 4 event, it is proposed that the event be classified as a "Class 4" event. A Traffic Management Plan has been submitted to Council by the event organiser. A Traffic Control Plan is not required for a "Class 4" event.

Taking into account the heavy demands placed on the Police Force, it may be appropriate to select an alternate Walkathon route in the future negating the need for such a heavy Police presence.



RECOMMENDATION:

That:

- i. This event be classified as a “Class 4” special event under the “Traffic Management for Special Events” guidelines issued by the RTA.
- ii. Taking into account the heavy demands placed on the Police Force, the event organiser be advised to consider selecting an alternate Walkathon route in the future negating the need for such a heavy Police presence.
- iii. The safety of all road users and personnel on or affected by the site/event is the responsibility of the event organiser.
- iv. No objection be held to this event subject to compliance with the following conditions:

Prior to the event:

- a) the event organiser obeying all the conditions set by the Police Service;
- b) the event organiser obtains approval from the RTA as the event traverses along classified roads in the Richmond CBD; **a copy of the RTA approval be submitted to Council;**
- c) the event organiser **submitting to Council a copy of its Public Liability Policy in the name of Richmond High School** in an amount not less than \$10,000,000 **with noting Council and the Roads and Traffic Authority as interested parties on the Policy;**
- d) the event organiser advertising the event in the local press stating the traffic impact/delays due to the event two weeks prior to the event; **a copy of the proposed advertisement be submitted to Council** (indicating advertising medium);
- e) the event organiser notifying the details of the event to ambulance, fire brigades/Rural Fire Service and SES;
- f) the event organiser directly notifying all the residences and businesses affected by the proposed event;
- g) the event organiser carrying out an overall risk assessment for the whole event to identify and assess the potential risks to spectators, participants and road users during the event 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>);
- h) the event organiser becomes familiar with the contents of the RTA publication “Guide to Traffic and Transport Management for Special Events” (Version 3.3) which explains the responsibilities of the event organiser in detail. A copy of this guide was already sent to the event organiser.

During the event:

- i) access being maintained for businesses, residents and their visitors;
- j) all traffic controllers/marshals operating within the public road network holding appropriate certification required by the RTA;

ORDINARY MEETING
Reports of Committees

- k) the students and teachers be advised of the traffic control arrangements in place prior to the commencement of the event;
- l) 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; and,
- m) all road crossing points be manned by school supervisors

Item 2.6 - Scarecrow Festival/Road closure - Old Bells Line of Road, Kurrajong (Hawkesbury)
(80245, 74282, 83338)

REPORT:

Introduction:

Council has received an application from the Scarecrow Committee seeking approval to conduct the Kurrajong Scarecrow Festival on Sunday, 23 October 2005. This is a daylong festival held in Kurrajong and seeking a full days closure of a section of Old Bells Line of Road in the outskirts of the Kurrajong township to provide a level area for stallholders and the public to walk through, as the local park is unsuitable for this purpose due to its varying levels and sloping banks. The area proposed to be closed 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 on Sunday, 23 October 2005.

The event organiser has stated 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 left 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 Old 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. The event organiser has informed that they are expecting approximately 6000 to 7000 spectators for the event. The regulatory speed limit on Old Bells Line of Road in the vicinity of this event is 50kph with the approaching eastern leg of Old Bells line of Road and Grose Vale Road having a speed limit of 40kph.

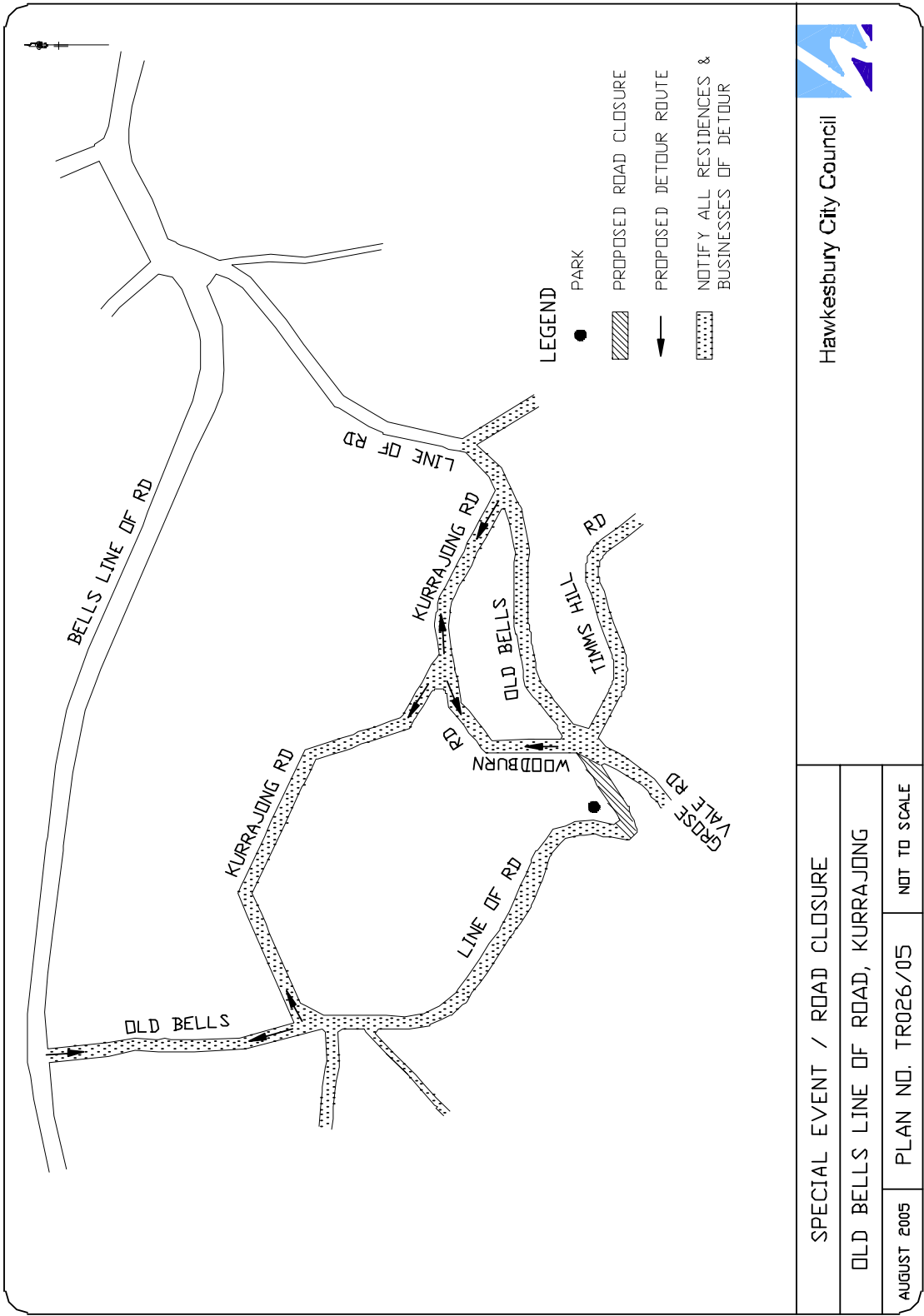
Discussion:

It would be appropriate to classify this event 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 due to the proposed road closure and there will be a low scale disruption to the non-event community.

ORDINARY MEETING

Reports of Committees

It will be necessary for the event organiser to lodge an application seeking approval to conduct the event with the NSW Police Service. Traffic Management Plan (TMP) and the associated Traffic Control Plan (TCP) needs to be submitted to Council for acknowledgement. The TMP and the associated TCP should be submitted to the RTA for authorisation due to the proposed road closure.



RECOMMENDATION:

That:

- i. This event be classified as a “Class 2” special event under the “Traffic Management for Special Events” guidelines issued by the RTA.
- ii. The safety of all road users and personnel on or affected by the site/event is the responsibility of the event organiser.
- iii. It is strongly recommended that the event organiser becomes familiar with the contents of the RTA publication “Guide to Traffic and Transport Management for Special Events” (Version 3.3) and the Hawkesbury City Council special event information package which explains the responsibilities of the event organiser in detail.
- iv. No objection be held to this event subject to compliance with the following conditions:

Prior to the event:

- a) the event organiser obtaining approval to conduct this event, from the NSW Police Service; **a copy of the Police Service approval be submitted to Council;**
- b) the event organiser obtaining approval from the RTA as a road closure is proposed; **a copy of the RTA approval be submitted to Council;**
- c) the event organiser **submitting a Traffic Management Plan (TMP) for the entire route incorporating a Traffic Control Plan (TCP) to Council** for acknowledgement. The TCP should be prepared by a person holding appropriate certification required by the RTA to satisfy the requirements of the relevant Work Cover legislation;
- d) the event organiser **submitting to Council a copy of its Public Liability Policy** in an amount not less than \$10,000,000 **with noting Council as an interested party on the Policy;**
- e) the event organiser advertising the event in the local press stating the road closure and the detour route two weeks prior to the event; **a copy of the proposed advertisement be submitted to Council** (indicating the advertising medium);
- f) the event organiser notifying the details of the event to ambulance, fire brigades/Rural Fire Service and SES at least two (2) weeks prior to the event;
- g) the applicant directly notifying relevant bus companies, tourist bus operators, taxi company, Kurrajong Rural Fire Service and all residences and businesses (shown on the attached Plan No: TR026/05) affected by the proposed road closure at least two (2) weeks prior to the event;
- h) the event organiser carrying out an overall risk assessment for the whole event to identify and assess the potential risks to spectators, participants and road users during the event 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>);

During the event:

- i) access being maintained for Kurrajong Rural Fire Service, businesses, residents and their visitors;
- j) a clear passageway of at least 4 metres width being maintained at all times for emergency vehicles;
- k) all traffic controllers/marshals operating within the public road network holding appropriate certification required by the RTA;

- l) appropriate advisory signs and traffic control devices be placed **at the event organiser's cost** after all the required approvals are obtained from the relevant authorities, during the event at the event site and along the detour route under the direction of a traffic controller holding appropriate certification required by the RTA in accordance with the submitted TMP and associated TCP;
- m) 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;

Item 2.7 - Horse Race (Shahzada Endurance Test) – St Albans (Hawkesbury) (80245, 74282, 86185, 74000)

REPORT:

Introduction:

An application to undertake the Shahzada 400 km Marathon Endurance Test, during 22 to 26 August 2005, was reported to the Local Traffic Committee on 18 May 2005 with the following recommendations as part of the Initial Approval as adopted by Council on 31 May 2005, listed below.

That:

1. This event be classified as a "Class 2" special event under the "Traffic Management for Special Events" guidelines issued by the RTA.
2. The event organiser obtain approval from the RTA as the St Albans bridge needs to be used if the river is flooded and unsafe to cross.
3. The safety of all road users and personnel on or affected by the site/event is the responsibility of the event organiser.
4. No objection be held to this event subject to compliance with the following conditions:
 - a) the event organiser obtaining approval to conduct this event, from the NSW Police Service;
 - b) the event organiser submitting a Traffic Management Plan (TMP) incorporating respective Traffic Control Plan (TCP) for the entire route to Council for acknowledgement: The TCP should be prepared by a person holding appropriate certification required by the RTA;
 - c) all traffic controllers/marshals operating within the public road network holding appropriate certification required by the RTA;
 - d) the event organiser assessing the risk and addressing the suitability of the entire route as part of the risk assessment considering the possible risks for all participants travelling on winding, narrow, uneven gravel roads with steep roadside embankments and sharp bends; This assessment should be carried out by visual inspection of the route/site by the event organiser prior to preparing the TMP and prior to the event;
 - e) the event organiser carrying out an overall risk assessment for the whole event to identify and assess the potential risks to spectators, participants and road users during the event 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>);

ORDINARY MEETING
Reports of Committees

- f) the event organiser obtains a copy and becomes familiar with the contents of the RTA publication "Guide to Traffic and Transport Management for Special Events" (Version 3.3) which explains the responsibilities of the event organiser in detail. This publication is available on the RTA's web site at http://www.rta.nsw.gov.au/trafficinformation/downloads/tmc_specialevents_dl1.html
- g) if the event organiser is planning to use St Albans Bridge, the event organiser submitting to Council a copy of its Public Liability Policy in an amount not less than \$20,000,000 with Council and the Roads & Traffic Authority's interest noted on the Policy;
- h) 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;
- i) the event organiser notifying the details of the event to ambulance, fire brigades/Rural Fire Service and SES;
- j) the event organiser obtaining approval from the National Parks and Wildlife Service for the use of Parr State Recreational Area, Yengo National Park and Great Northern Road;
- k) the event organiser advertising the event in the local press stating the traffic impact due to the event two weeks prior to the event;
- l) the riders following all the general road user rules while riding on public roads;
- m) appropriate advisory signs and traffic control devices be placed after all the required approvals are obtained from the relevant authorities, during the event along the route under the direction of a traffic controller holding appropriate certification required by the RTA in accordance with the submitted TMP and associated TCP;
- n) the competitors and participants be advised of the traffic control arrangements in place prior to the commencement of the event;
- o) the event organiser directly notifying all the residents and businesses affected by the event; and,
- p) access being maintained for businesses, residents and their visitors.

Discussion:

The event organiser has submitted the following information (Dataworks document Nos 2035286 & 2033460) in order to obtain Final Approval.

Condition (2): Complied; A copy of the RTA authorisation is attached.

Condition (4) a: Complied; A copy of the Police approval is attached.

Condition (4) b: Complied; TMP and TCP are attached.

Condition (4) c: To be complied with during the event.

Condition (4) d: Complied; TCP is attached.

Condition (4) e: Complied; TCP is attached.

Condition (4) f: Complied.

Condition (4) g: Complied. A copy of the Public Liability Policy in an amount of \$10,000,000 is attached.

Verbally informed Council that the St Albans Bridge will not be used.

Condition (4) h: To be complied with during the event.

Condition (4) i: Complied; Verbally informed Council.

Condition (4) j: Complied; A copy of the approval from the National Parks and Wildlife Service is attached.

Condition (4) k: Complied. A copy of the advertisement is attached.

Condition (4) l: To be complied with during the event.

Condition (4) m: To be complied with during the event.

Condition (4) n: To be complied with during the event.

Condition (4) o: Complied; Verbally informed Council.

ORDINARY MEETING
Reports of Committees

Condition (4) p: To be complied with during the event.

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ROSEMONT ESTATE

PAGE 09



ABN: 17 000 434 720

With Compliments of Aon Risk Services Australia Limited

To: Sir/Madam
Company: Shanzada Memorial Test Inc
Address: Rosemont
WEBBS CREEK NSW 2775
Fax No: 02 4566 4774

Contact: Jasmine Greaves / Suzanna Kilibarda
Phone: 1800 806 493
Branch: 63 Pirie Street
Adelaide SA 5000
Date: 04 March 2005

CERTIFICATE OF CURRENCY

In our capacity as Insurance Brokers to the Australian Endurance Riders Association Inc we hereby certify that the under mentioned Insurance Contract is current as at the date of this Certificate. Whilst an expiry date has been indicated, it should be noted that the policy may be cancelled in the future. Accordingly, reliance should not be placed on the expiry date.

The certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy below or assume continuity of the policy beyond the expiry date below.

Class of Insurance	1. Public & Products Liability 2. Associations Liability 3. Personal Accident Voluntary Workers
Insurer (Lead)	1. Various underwriters at Lloyds 2. CGU Insurance Ltd & Vero Insurance Ltd 3. ACE Insurance Ltd
Policy No	1. WD0301345 2. 05MUL0279232 3. AGPA001867SA
Expiry Date	1 January, 2006
Insured	Australian Endurance Riders Association Inc including Shanzada Memorial Test Inc in respect of Ride/Event known as 400km Endurance Ride from 22/8/05 to 27/8/05
Limits of Liability	1. \$10,000,000 any one occurrence 2. \$ 1,000,000 any one claim 3. \$ 50,000 lump sum benefits & \$ 500 per week weekly injury benefit
Interest Insured	Property Damage and/or Bodily Injury arising out of the negligence of the Insured Wrongful Acts committed by Office Bearers Loss of wages and/or expenses due to injury sustained whilst in the capacity of a voluntary worker
Situation of Risk	Anywhere in Australia
Interested Party	1. Property Owner(s) arising out of or in connection with any of the activities of the Insured carried out on land owned or occupied by the Property Owner(s) Hawkesbury Council Roads & Traffic Authority St Albans Common Trust

Beverley Wright
 Account Executive

RECOMMENDATION:

That no objection be held to this event and Final Approval be granted subject to compliance with the following conditions During the event:

- a) In accordance with the submitted TMP and associated TCP appropriate advisory signs and traffic control devices be placed during the event along the route under the direction of a traffic controller holding appropriate certification required by the RTA;
- b) all traffic controllers/marshals operating within the public road network holding appropriate certification required by the RTA;
- c) access being maintained for businesses, residents and their visitors;
- d) the riders following all the general road user rules while riding on public roads;
- e) the competitors and participants be advised of the traffic control arrangements in place prior to the commencement 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; and,
- g) the organiser fully brief all entrants of the requirements of the Australian Road Rules in relation to equestrians.

**Item 2.8 - Upper Hawkesbury Power Boat Spectacular - Governor Phillip Park (Hawkesbury)
(80245, 73829, 74282)**

REPORT:

Introduction:

An application has been received from the Upper Hawkesbury Power Boat Club seeking approval to conduct the Upper Hawkesbury Power Boat Spectacular on 10 and 11 September 2005 between the hours of 8.00am and 5.00pm. This event is an annual circuit boat racing event along the Hawkesbury River between South Creek and a point 200 metres prior to the Windsor bridge (approximately 800 metre long race). The Special event Transport Management Plan Template submitted by the event organiser is attached to this report - Dataworks Document No. 2031062.

The Upper Hawkesbury Power Boat Club has informed the following in respect of this event:

- 2. This boat race on the Hawkesbury River finishes 200 metres prior to the bridge.
- 3. The Club is expecting approximately 60 boats to compete in the event.
- 4. The competing vessels are able to reach speeds up to 160 kph.
- 5. This annual event has been held for the past thirty years and the club is expecting approximately 400 to 800 spectators (200 to 400 vehicles) each day of the event this year at Governor Phillip Reserve.
- 6. The vehicles of spectators have not disrupted the traffic movements on the surrounding road network in the past and the same is expected this year.
- 7. The vehicles of spectators will be parked in the private paddock opposite Governor Phillip Reserve. There are more than adequate parking spaces available for off-street parking.

Discussion:

Similar events in the past, on the advise of the RTA's Manager of Special Events, have been classified as Non-Special Events. Based on the information provided by the event organiser, this event may not disrupt traffic and transport systems and the non-event community. Therefore, this event does not fall under any categories of special events.

A Traffic Management Plan is not required for Non-Special Events in accordance with the "Guide to Traffic and Transport Management for Special Events" issued by the Roads & Traffic Authority. However, the event organiser has to notify the details of the event to Windsor Police for their approval. The event organiser has advised that a copy of its Public Liability Policy will be submitted to Council in an amount of \$10,000,000 prior to the event.

By resolution dated 14 December 2004, Council granted exclusive use of Governor Phillip Reserve to the applicant.

RECOMMENDATION:

That:

1. This event is classified as a Non-Special Event based on the information provided by the event organiser in accordance with the "Guide to Traffic and Transport Management for Special Events" issued by the Roads & Traffic Authority if the following conditions are adhered to during the event:
 - a) The traffic generated by the spectators to this boat race does not impact the normal traffic flow on the surrounding road network.
 - b) No special traffic management arrangements will be in place to control the traffic on any public road.
2. The event organiser has to notify the details of the event to Windsor Police for their approval.
3. The event organiser has to submit to Council a copy of its Public Liability Policy in an amount not less than \$10,000,000 with Council's interest noted on the Policy.
4. Relevant licences and approval be obtained from the Waterways Authority for this event.
5. The applicant notifying local residents of the proposed activity.

Item 2.9 - Berger Road, South Windsor - Roads & Traffic Authority - Reduction of Speed Limit (80245, 74282)

REPORT:

In response to representations regarding increased incidence of speeding vehicles on Berger Road, South Windsor, and following recommendation by the Local Traffic Committee, Council, at its meeting held on 14 December 2004 resolved that the Roads & Traffic Authority be requested to relocate the existing 60 KPH speed restriction sign on Berger Road near Snailham Crescent to a point thirty (30) metres south of Woods Road, thereby extending the existing 50 KPH speed restriction zone by 440 metres.

By correspondence dated 4 August 2005 the Authority has advised approval to extension of the existing 50 KPH speed restriction zone in Berger Road to a point forty (forty) metres south of Woods Road, with works to be completed in the near future.

RECOMMENDATION:

That the information be received.

Item 2.10 - Bells Line of Road, Grose Vale Road, Terrace Road, North Richmond - Roads & Traffic Authority (80245, 74282)

REPORT:

Question Without Notice 3.3, Local Traffic Committee 15 June 2005 Councillor B Bassett - in response to advice that eastbound traffic on Bells Line of Road, North Richmond failing to access both through lanes when traversing the Grose Vale Road/Bells Line of Road/Terrace Road, North Richmond intersection, that the Roads & Traffic Authority be requested to investigate installation of left turn/through traffic signage on the kerbside lane.

By correspondence dated 8 August 2005 the Authority has advised:

"The Authority has conducted an investigation on the matter you have raised. I am pleased you a temporary left turn/through traffic signage will be installed on the subject intersection with a view to increase traffic usage on the kerbside lane. The work will be installed as soon as possible subject to availability of resources."

RECOMMENDATION:

That the information be received.

Item 2.11 - Collectors' Plant Fair, Bilpin (80245, 74282, 74000, 93425)

REPORT:

Correspondence dated 29 July 2005 received from the Collectors' Plan Fair, Bilpin was tabled, seeking clarification regarding an apparent conflict of advice between the NSW Police Service and Council as to the legality of longitudinal fencing erected by property owners separating the nature strip and the carriageway of Powells Road during conduct of the Collectors' Plant Fair, Bilpin in April 2005.

RECOMMENDATION:

That the NSW Police Service be requested to provide comment on that correspondence for relay to Mr P Trahar.

Item 3.1 - QWN Mr T O'Brien (80245, 74282, 83770, 16576, 79344)

REPORT:

Advised of representations received from Mr I & Mrs j Woods, 35 Creek Ridge Road, Glossodia regarding dust coming off Old East Kurrajong Road.

RECOMMENDATION:

That this matter be referred to the Maintenance & Construction Branch for appropriate maintenance and inclusion on a future sealing program.

Item 3.2 - QWN Mr J Christie (80245, 74282, 87215)

REPORT:

In furtherance of previous representations regarding installation of lighting to illuminate the pedestrian crossing on Lennox Street, Richmond adjacent to West Market Street, advised that lighting was present but need to be rotated to spill onto the crossing.

RECOMMENDATION:

That Integral Energy be requested to investigate this matter.

Item 3.3 - QWN Mr J Christie (80245, 74282, 87215)

REPORT:

Requested clearing of encroaching vegetation from Inalls Lane, Richmond

RECOMMENDATION:

That appropriate maintenance be carried out.

ORDINARY MEETING
Reports of Committees

Item 3.4 - QWN Councillor B Bassett (80245, 74282)

REPORT:

Advised of continuing representations regarding traffic conditions at the intersection of Yarramundi Lane/Old Kurrajong Road/Kurrajong Roads, Richmond particularly in relation to the increasing accident history.

Mr D Chui advised that the Roads & Traffic Authority would investigate the matter and advise result.

RECOMMENDATION:

That the information be received.

Item 4.1 - Next Meeting (80245)

REPORT:

The next meeting of the Local Traffic Committee will be held at 3.00pm 21 September 2005

Meeting terminated: 4.15pm.



ordinary
meeting

end of
business
paper

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