Hawkesbury City Council

ordinary meeting business paper

date of meeting: 08 August 2006
location: council chambers
time: 5:00 p.m.

m i s s i o n s t a t e m e n t

"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.

When a Special Meeting of Council is held it will usually start at 7:00pm. These meetings are also 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 Corporate Services and Governance on 4560 4426 or by email at lmifsud@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.

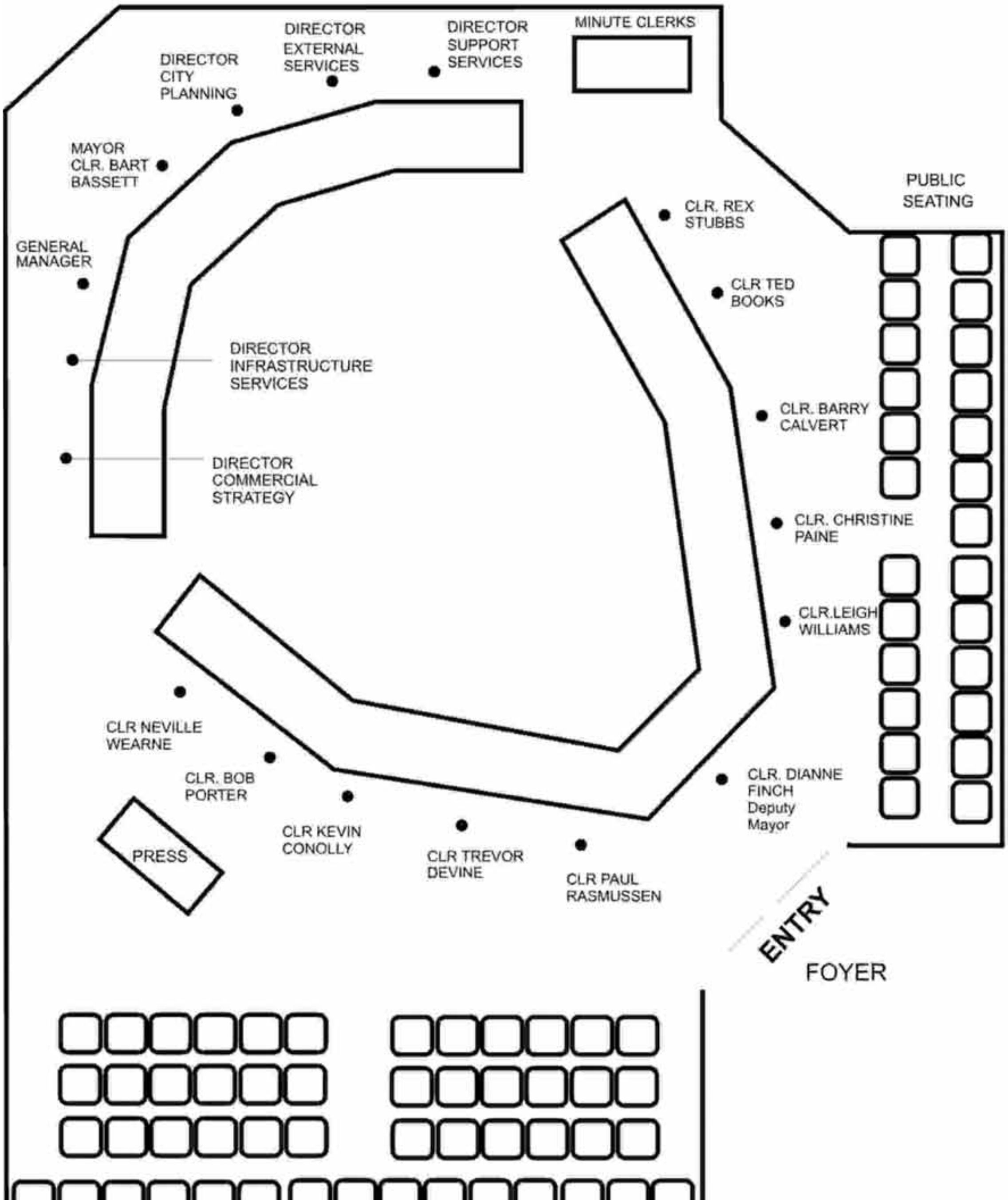
Website

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, Corporate Services and Governance on, telephone 02 4560 4426.

council chambers



ORDINARY MEETING

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- **AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS**
- ***Presentation of Certificates to Participants in the Hawkesbury Sister City Exchange Program***
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SECTION 1 - Confirmation of Minutes

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SECTION 3 - Notices of Motion

NM 1 - Enquiry Into Rate Increase Rejection - (90480, 107)

Submitted by: Councillor T Books

NOTICE OF MOTION:

That Council request:

1. Staff to prepare a report to Council on the number and size of the rate increase approvals given to Local Councils in 2006 by the Minister for Local Government.

2. Staff to include in the report those Councils whose requests were rejected outright and the reasons given for the rejection.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

ordinary

section 4

reports

for determination

SECTION 4 - Reports for Determination

GENERAL MANAGER

Item: 179 GM - 2006 Local Government Association Conference - (79351, 79633)

REPORT:

The 2006 Local Government Association Conference will be held 28 October to 1 November 2006 in the Blue Mountains. The theme of the 2006 Conference is 'Community: A Sense of Place' to reflect the need for unity in our community.

As well as the business sessions, the program will include presentations from Ministers and Shadow Ministers on their forward projections as they look to the future.

Cost of attendance a the 2006 Local Government Association Conference in the Blue Mountains 28 October to 1 November 2006 will be approximately $1,820.00 plus travel expenses per delegate.

Budget for Delegates Expenses - Payments made

- Total budget for Financial Year 2006/2007 $45,593.00
- Expenditure to date $ 15.00
- Budget balance as at 31/7/06 $45,578.00

Council is entitled to four voting delegates to the Conference.

Conformance to Strategic Plan

The proposal 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 attendance by Councillors, and staff members as considered appropriate by the General Manager, at the 2006 Local Government Association Conference in the Blue Mountains, 28 October to 1 November 2006 at a cost of approximately $1,820.00 plus travel expenses per delegate be considered.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 180 **GM - Cultural Precinct - Museum Project - (95495, 83276, 75323, 80333, 107, 74272, 74141)**

Previous Item: 155, Ordinary (11 July 2006)
397, Ordinary (13 December 2005)

REPORT:

Financial Projections

In October 2005 Management prepared and presented to Council projections on the long term financial position of Council in delivering essential community services whilst maintaining existing infrastructure. This first phase of the process crystallised the current unsustainable financial projections in delivering and maintaining infrastructure to an acceptable standard.

These initial projections indicated that as from the 2006/2007 Budget, Council had continuing and accumulative deficits going forward unless corrective action was taken. This trend in the divergence between costs and available revenue would have been apparent previously had financial modelling projections been undertaken in previous years and arises largely because of adherence to rate pegging policies over a decade.

This is evidenced by reported unfavourable adjustments in the 2004 and 2005 financial years of over $2 million. For the 2005/2006 financial year Management has implemented various cost reduction strategies to maintain a balanced budget and in real terms has reduced the projected unfavourable adjustments by $700,000 to $1.3 million.

Whilst Management has endeavoured to ensure that these unfavourable adjustments do not continue in the 2006/2007 year (by scrutinising budget estimates and implementing performance monitoring systems) external factors such as rising fuel prices and a continued downturn in the building industry as a result of interest rates still pose a threat to the operating budget of Council.

To address this divergence in costs and increasing infrastructure deterioration the Council resolved to seek Ministerial approval for a special rate variation to fund a $52 million Infrastructure Improvement Program. Without this approval the projected deficit for the 2006/2007 Budget was $918,000. In the event that the special rate variation was not approved, Management recommended a series of cost reductions including $670,000 in staff voluntary redundancies.

As a consequence of the Minister not approving Council's application for a special rate variation, the financial projections have been updated for presentation to Council.

Index Assumptions

In preparing the revised projected long term estimates, the 2006/2007 Budget formed the base and a combination of index factors have been utilised and applied.

The indexation used for cost and revenue escalations include the following:

Index Factors	2007/2008	Avg % LTFP	Applied to:
Award Increase	3.50%	3.50%	Employee Costs
Staff Increments/Reclassifications	1.65%	1.45%	Employee Costs
Total Employee Cost Increase	5.10%	5.03%	Employee Costs
Consumer Price Index (1)	3.50%	3.50%	Materials, Grants & Other Income
Interest	5.70%	5.70%	Interest Revenue
Rate Pegging	3.60%	3.50%	Rates
Road Index (2)	3.50%	3.50%	Contract Works
Statutory Fees	0.00%	0.00%	Statutory Fees
WACI (3) - Road Index & CPI	3.50%	3.50%	Contract Works
WACI - Wages (Road Index, CPI & Wages)	4.30%	4.27%	Fees & Charges, CapEx
Growth Rate	0.40%	0.40%	FAG Grant

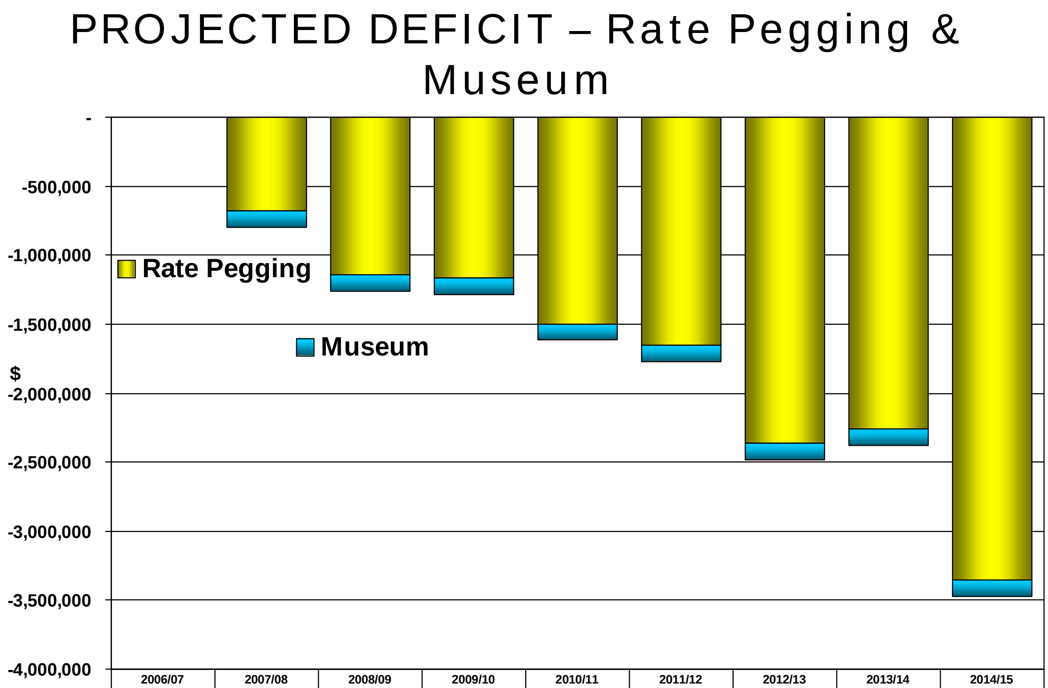
1. Consumer Price Index - June 2006 released figure is 4.00%
2. Road Cost Index - June 2006 released figure is 4.10%
3. Weighted Average Cost Index (WACI) - is a combination of CPI, Wages and Road index as applicable to Council expenditure.

Whilst assumptions in any financial modelling are subjective, they have been derived based on previous and projected future trends. The financial model is capable of sensitivity analysis, with the ability for any assumptions to be varied and the model calculating the impact of various scenarios on the future projected deficits.

It should be noted that in the context of the recent June 2006 released figures for CPI of 4.00% and the Road Cost Index of 4.10% the projections are conservative. When these index results are coupled with an average 5.00% increase in employee costs the projected WACI is 4.52% compared to the approved rate pegging limit of 3.60% which results in a 0.92% ($200,000) divergence.

Forward Financial Projections

Based on the above assumptions, the 2007/2008 Budget projects a deficit of $681,000 and would require further reductions in services to meet current expenditure commitments. As the graph below depicts based on rate pegging increases alone, and even after the recent expenditure reductions to achieve a balanced 2006/2007 Budget, it is projected that over the next ten years Council's expenditure will exceed available revenue by $15 million and will require further reductions in the 2007/2008 year.

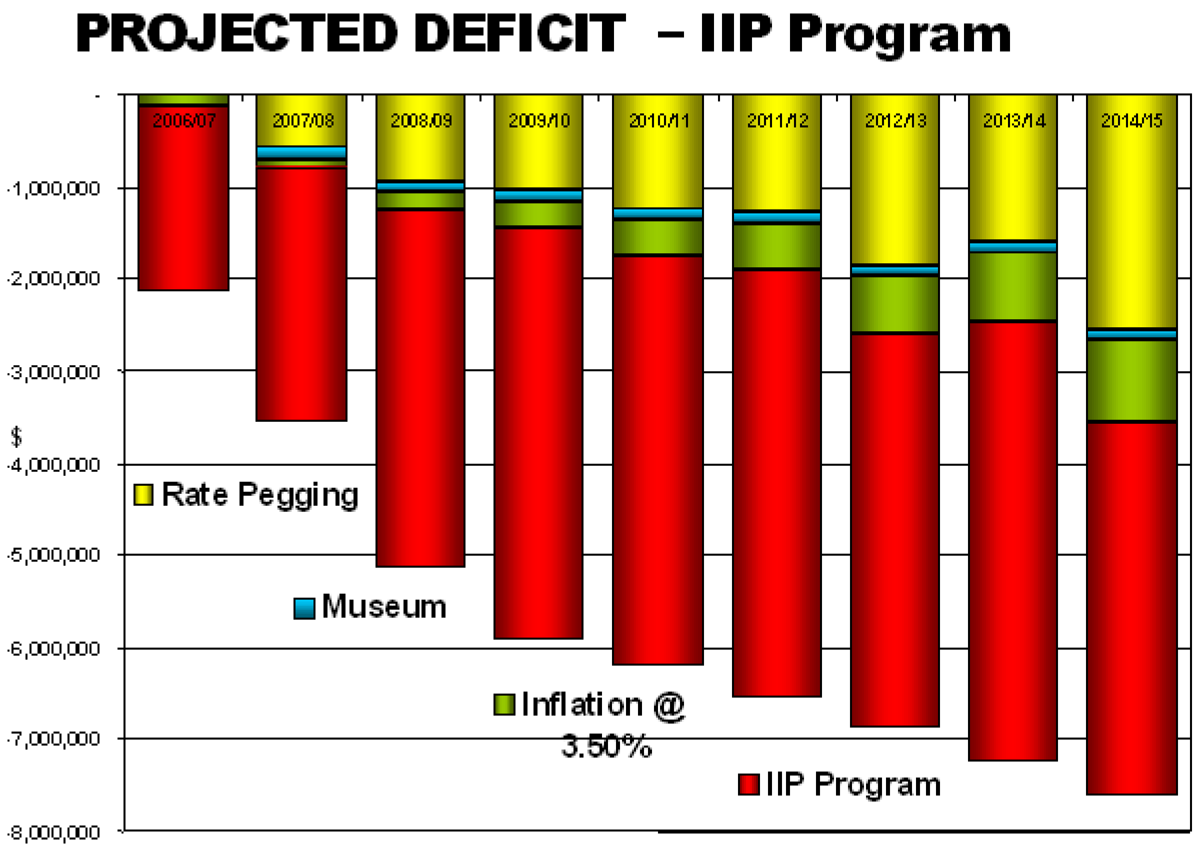


	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15
Museum	-	-118,920	-118,920	-118,920	-118,920	-118,920	-118,920	-118,920	-118,920
Rate Pegging	-	-681,283	-1,144,401	-1,168,997	-1,497,192	-1,652,362	-2,362,828	-2,262,551	-3,354,799

In addition to this projected deficit of $681,000 the operation of the museum will add an additional $118,305 to these projections annually resulting in a projected **Budget Deficit of $800,000 for 2007/2008.**

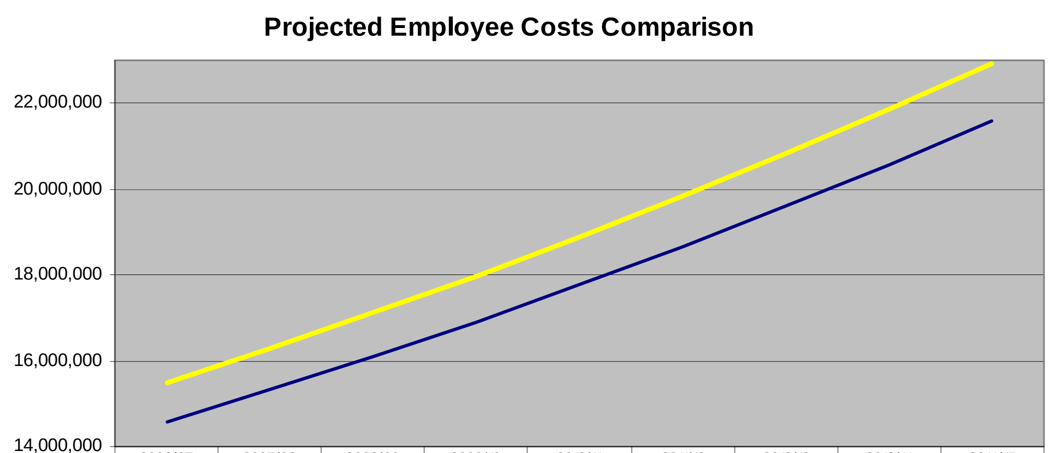
Based on current trends, Council can no longer absorb the growing gap between income and expenditure without continuing to either reduce service levels or by identifying opportunities for increased revenue.

In addition to the divergence of operating costs and available revenue, Council's deteriorating financial position is having a significant impact on its infrastructure assets with the road network alone projected to fail over the next ten years without an injection of funding. The graph below depicts the shortfall in funding requirements for the Infrastructure Improvement Program to maintain existing infrastructure at a satisfactory standard.



Employee Costs

Council has reduced employee numbers over the past 12 months by 20 staff positions. These were achieved by making positions redundant through either natural attrition of vacant positions and by voluntary redundancies. This has resulted in savings in employee costs totalling $1.01 million. This reduction represents a 7% decrease in Council's FTE base and has resulted in an average annual budget saving in employee costs of $1.12 million or equivalent to a 5.60% rate rise.



	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15
Wage Cost 1 - Pre Cuts	15,489,208	16,279,158	17,109,395	17,973,419	18,881,077	19,834,571	20,826,300	21,857,202	22,939,133
Wage Cost 2 - Post Cuts	14,573,322	15,316,562	16,097,706	16,910,640	17,764,628	18,661,741	19,594,828	20,564,772	21,582,729
Savings	915,886	962,596	1,011,689	1,062,779	1,116,449	1,172,830	1,231,471	1,292,429	1,356,404

Future Sustainability

It should be noted that the continued pressure on maintaining an appropriate income vs. cost containment mix in each budget is becoming increasingly difficult.

Significant advances have been made to reduce operational costs and to direct rate revenue and operational savings towards funding future capital works. Although this is achievable in the short term, this is not a sustainable strategy without future reviews on -

- Service levels requirements;
- Capital works programming and prioritisation;
- Internal and external borrowings;
- Revenue Generation; and
- Rates modeling and future rate increases.

These reviews are imperative to ensure the future sustainability of Council's Long Term Financial Plan.

Museum Projects

Council at its Ordinary meeting of 1 November 2005 considered a report regarding the financial situation in relation to the Cultural Precinct and the cost implications of continuing with the museum project.

The report outlined the funding that had been approved by Council, including the interest on the Grant for the museum from the Ministry of the Arts and the Grant from the Heritage Office, the expenditure to date on the total project (Library/Gallery and Museum), the cost to finalise the Library/Gallery and the estimated cost to complete the museum. At that stage there was a funding shortfall of $1,008,944.

Council at that meeting resolved:

"That:

1. *The matter be deferred to allow for exploration of funding options.*
2. *The matter be reported back to Council no later than the last scheduled Ordinary meeting in 2005."*

The matter was reported to Council at its meeting of 13 December 2005, where Council was advised that an application had been submitted to GROW Sydney ACC, which is part of the Australian Government Regional Development Network to provide funding towards the project. Council at this meeting resolved that further consideration of funding for the cultural precinct be deferred until the Grant application to GROW has been determined.

Advice has been received from the Department of Transport and Regional Services that Council has been successful in obtaining a Grant of $511,480 (excluding GST) towards the construction of the extension to the museum. An updated funding scenario is outlined within this report in similar terms to that previously advised to Council showing the updated available funds, expenditure to date and estimated costs to complete the project.

Capital Cost - Cultural Precinct

Funding	$	
Budget Approved by Council		21,665,500
Interest on Museum Grant		159,015
Heritage Office Grant		10,000
DOTARS Grant		511,488
Total Funding		**22,346,003**
Expenditure to Date on Cultural Precinct comprising: • Deerubbin Centre • Cogeneration Plant • Old Hospital/Johnson Wing/Morgue • Museum	$ 12,548,788 3,593,371 3,508,753 577,055	**$**
Total		**20,227,967**

Museum Completion Costs (Additional to Expenditure to Date)	**$**
Building Costs	2,155,461
European Archaeology	28,797
Indigenous Archaeology	132,255
Interpretation of European Artefacts	67,500
Recompact Fill	15,000
Builders Costs due to Delayed Start	218,464
Professional Fees (all Consultants)	20,509
Subtotal	**2,637,986**
Total Estimated Cost to Complete the Cultural Precinct	**22,865,953**
Funding Shortfall	**519,950**

The tender for the construction consists of two parts. Part 1 included the total building works plus the demolition of the rear foyer, kitchen and toilets of Howe's House and the construction of a rear entry to that building. The demolition work is currently costed at $66,120.

Part 2 of the tender includes construction of a new brick boundary wall and fencing to the Baker Street frontage of both the building and the adjacent car park. The current cost of Part 2 is $26,448.

In an effort to reduce the capital cost of the project it is considered that the works to the rear of Howe's House ($66,120), and the brick fencing to the Baker Street frontage of the car park ($12,880) need not be carried out and would result in a saving of $79,000.

Further consideration has also been given to the extent of the museum fit out which consisted of:

Interior Signage and Graphics	$30,000
Fit out	$150,000
Interactive Hardware	$50,000
Total	**$230,000**

In discussing this matter with the Museum/Gallery Manager and Curator, it would appear that a basic fit out of the building could be achieved at a cost of around:

Interior Signage and Graphics	$20,000
Fit out	$110,000
Interactive Hardware	Subject to Future Grant Funding
Total	**$130,000**

This would enable a further saving of $100,000 resulting in a total capital saving of $179,000. Further enhancements of the display area would be subject to the availability of future grant funding.

Capital Funding Shortfall **$340,950**

Should Council wish to proceed with the project it would be necessary to fund the capital shortfall through the provision of loan funds, sale of non income producing property, the reallocation of capital funding from current capital works programs or a combination of these options. For the purpose of carrying out financial analysis of continuing the project the loan option has been assumed, with the principal and interest repayments included within the operational costs.

A non income producing property which was previously identified for sale as part of a review of the property strategy is 1A Greenway Crescent, Windsor. This property has an area of 1.534ha, zoned Environmental Protection 7(d)1 and is leased to the Anglican Church until 30 January 2007 for $1 per annum.

As part of Council's Property Development Strategy it was proposed that this property be sold at the expiration of the current lease with the Council, at its meeting held on 13 July 2004 resolving *"That this item point be further reported to Council after negotiations with the Church have taken place"*. If Council wishes this project to proceed it is suggest that an appropriate course would be for a loan to be obtained and for this property to subsequently be sold, in accordance with Council's current policies, with the proceeds being applied to the loan or the Property Development Reserve, as appropriate.

Museum Expenditure to Date **$577,055**

Costs Required Should the Museum Extension Not Proceed	$
Exhibit Designer Costs	51,021
Return Ministry Grant and Interest	1,309,015
Builders Costs to Date	26,700
Restore Site to Grass	15,000
Archaeological Reports	64,000
Loss of DOTARS Grant	526,488
Total	**1,992,224**
Total Cost of Project with Museum Removed	22,205,529
Current Funding	22,346,003
Surplus Should Museum Not Proceed	140,474

Museum Operating Costs

Cultural Services contribution - Already Budgeted	$
Museum Building Operating Costs	24,850
Total	**24,850**

Additional Expenditure	
Volunteer training & support	11,750
Conservation & collection management	7,270
Administration	5,750
Exhibition Program (4 x exhibitions at $4,000 each)	16,000
Subtotal	**40,770**
Building Operation and Maintenance 2007/2008	
Water	750
Electricity	4,280
Electricity for Air Conditioning	14,406
Security Monitoring	300

Cultural Services contribution - Already Budgeted	$
Security Service	120
Air Conditioning Maintenance - quarterly service	680
Fire Service Maintenance	200
Cleaning	11,154
General Maintenance	5,000
Sewerage Rates	0
Insurance	1,360
Vandalism	1,500
Land rates	0
Painting internal	0
Painting external	0
Painting internal part	5,231
Subtotal	**44,981**
Loan Facility - $350,000 Principal and Interest over 20 years at 7%	32,554
Total	**118,305**
Additional Income - Annual Grants Contribution	
Australian Government Department of Environment & Heritage (grants to voluntary environment & Heritage organisations)	10,000
Arts NSW projects	9,500
Total	**19,500**
Total Additional Expenditure	**73,955**

The operating costs shown is for the first year. An analysis of estimated costs for a twenty-year period has been undertaken with the resultant average nett present value of those costs being ($118,305). The operational costs of the museum as estimated would be additional to the current operating costs of the organisation, which are projected to approach approximately $681,000 deficit for the 2007/2008 financial year. If the project were to continue, it would be necessary to reallocate operational funds within the organisation.

Hawkesbury Historical Society Business Plan Evaluation

In recognition of Council's financial situation, Council has received a business plan proposal put forward by the Hawkesbury Historical Society (Society) that seeks to mitigate some of the ongoing operating costs to be incurred by Council in constructing a new museum as part of the overall Cultural Precinct. Management also met with members of the Society to further explore their business plan proposal with a view to clarifying certain aspects of the plan.

The Society is to be commended for their work in providing Council with a proposal that includes thoughtful consideration of both product development strategies and the identification of potential markets suitable for a cultural and heritage-based commercial offering.

From a corporate planning perspective however, Council cannot rely upon the financial projections provided for in the Society's business plan unless the anticipated cash flows were underwritten by some form of guarantee to Council (e.g. bank guarantee). As Council is unlikely to receive such assurances it would therefore be prudent for Council to redirect its financial resources so that it is able to underwrite its own operating liabilities. Having control over these key risks Council may then perhaps wish to enter into a more suitable arrangement with the Society with a view to offsetting the museum's ongoing operating costs through a possible incremental revenue stream.

Funding

There are significant financial matters for council to determine relating to this project which will add an additional $118,305.00 in average annual operating costs to a projected operational deficit of $618,000.00, as identified in October, 2005.

Management acknowledges the longstanding commitment made to the project by successive Councils and the recommendation to this report has been framed with this in mind as well as having regard to the grants that Council has been fortunate to receive to date for the project as well as in recognition of the funds expended to date to bring the project to its current stage.

Notwithstanding these, Council in Management's view must respond to the projected deficit as a priority and to this end expenditure cuts in recurrent operating costs must be made to accommodate both the anticipated running costs of the Museum and the remainder of the projected deficit of $681,000.00. In addressing the projected annual operating costs of the Museum, Management has identified recurrent operational expenditure that can be saved allowing the Museum to operate, namely:

i. Signage within the Local Economic Development Program - $80,000.
ii. Tourism Contract savings - $15,000.
iii. City Planning Consultancies - $25,000

Additionally, it is proposed that the shortfall in capital funds available for construction can be accommodated by loan borrowings of $350,000.00 and the sale of the property known as 1A Greenway Crescent, Windsor with proceeds upon sale being applied to the loan and/or Property Reserve if appropriate.

In relation to the remaining projected deficit of $681,000.00 for 2007/2008, Management urges Council to adopt a strategy comprising a combination of revenue generation, expenditure reduction and borrowing initiatives to address both the projected deficit and potential revenue generation activities, all of which are to be reported to Council during November, 2006.

Conclusion

The Museum project should only proceed on the basis that Council commits to address the projected operational deficit of $800,000.00 for 2007/2008, which includes $118,305.00 p.a. average annual operating costs for the Museum. It is Management's view that Council should not commit to the additional operational costs arising from the Museum's operations without first recognising and developing a strategy for the pre-identified projected deficit of $681,000.00. Management is unable to rely on the revenue generation potential as promoted by external parties as there are no binding contracts in place to support certainty of realisable revenue.

Accordingly should Council wish to proceed it must rely on its own funding sources, for the purpose of this analysis and seek to have any external revenue generated in the future by external sources directed to Council's general revenue account by formal agreement.

Conformance to Strategic Plan

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

> *"Objective: Implement infrastructure strategy to underpin the social, cultural and commercial development of the City."*

RECOMMENDATION:

That Council:

1. Note that, as indicated in the report and as previously indicated to Council in association with the proposed Infrastructure Improvement Program, current financial projections indicate an operating deficit for the 2007/2008 financial year of approximately $800,000 inclusive of $118,305 recurrent average annual operating costs for the Museum if it proceeds.

2. Proceed with the Museum component of the Cultural Precinct Project subject to:

   a) Reductions in annual operating costs totalling $120,000 and as indicated in the following areas:

      i. Signage within the Local Economic Development Program - $80,000.
      ii. Tourism Contract savings - $15,000.
      iii. City Planning Consultancies - $25,000.

   b) A draft strategy of revenue generation/cost cutting and loan borrowing being developed with a view to targeting the projected approximate deficit of $681,000 remaining for 2007/2008 and implementing revenue generating initiatives for consideration by Council at its November 2006 meeting.

   c) A formal written agreement being obtained from the Hawkesbury Historical Society for the development and implementation of a "Museum Business Plan" and/or an appropriate undertaking to maximise visitation revenue with all funds to be payable to Hawkesbury City Council; the Business Plan, or an appropriate undertaking, to be completed and accepted by Council by 20 August 2006 and that delegated authority be extended to the General Manager to determine the Plan, or an appropriate undertaking, on Council's behalf.

   d) Council selling, in accordance with Council's appropriate policies, the property known as 1A Greenway Crescent, Windsor.

3. Make an appropriate submission to the Minister for Local Government for approval to borrow funds of $350,000 to enable the immediate construction of the Museum Project and that the proceeds of the sale of the property known as 1A Greenway Crescent, Windsor (referred to in 2 d) above) to be applied to the loan or the Property Development Reserve, as appropriate, due to the timing associated with the sale of this property; loan approval requirements and the commencement of the project.

ATTACHMENTS:

AT - 1 Financial Analyses

AT - 1 Financial Analyses

FINANCIAL ANALYSIS - CULTURAL PRECINCT (MUSEUM CONSTRUCTION)

Scenario Summary	Base Case	Worst Case
Changing Cells:		
Historical_Society_Income	$0	$0
ARTS_NSW_projects	$9,500	$0
Aust._Govt._Depart_of_Environ._	$10,000	$0
Employee_Costs	$0	$52,500
Construction_Cost_Variation	2.50%	5.00%
Fit_out	$130,000	$230,000
Howes_House_Work	$0	$79,000
External_Loan_Borrowings	$348,983	$584,957
Result Cells:		
Total_Operating_Costs	($1,348,099)	($1,348,099)
Net_Cashflow	($2,378,408)	($4,944,622)
Net_Present_Value	($1,715,048)	($3,598,380)
Average_Net_Cashflow_per_annum	($118,920)	($247,231)
Net_Cashflow__Out__In_Construction	$0	($0)
Net_Cashflow__Out__In_First_Year	($73,655)	($167,668)
Net_Cashflow__Out__In_Last_Year	($166,190)	($340,368)
Total_Debt_Payments	($651,089)	($1,091,339)

HAWKESBURY CITY COUNCIL
CULTURAL PRECINCT - MUSEUM
Statement of Cash Flows

Base Case	$ 2006/07 Year 0	$ 2007/08 Year 1 1	$ 2008/09 Year 2 2	$ 2009/10 Year 3 3	$ 20010/11 Year 4 4	$ 20011/12 Year 5 5	$ 20012/13 Year 6 6	$ 20013/14 Year 7 7	$ 20014/15 Year 8 8	$ 20015/16 Year 9 9	$ 20016/17 Year 10 10	$ 20016/18 Year 11 11	$ 20016/19 Year 12 12	$ 20016/20 Year 13 13	$ 20016/21 Year 14 14	$ 20016/22 Year 15 15	$ 20016/23 Year 16 16	$ 20016/24 Year 17 17	$ 20016/25 Year 18 18	$ 20016/26 Year 19 19	$ 20016/27 Year 20 20	TOTAL $
CASH INFLOWS																						
Capital																						
DOTARS GRANT	$511,488																					$511,488
Arts NSW GRANT	$1,059,204																					$1,059,204
Property Development Reserve	$546,286																					$546,286
External Loan Borrowings	$348,983																					$348,983
Operating																						
Hawkesbury Historical Society - School Activities																						
ARTS NSW projects		$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$9,500	$190,000
Aust. Govt. Depart of Environ. & Heritage		$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$200,000
Total Cash Inflows	$2,465,961	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$19,500	$2,855,961
CASH OUTFLOWS																						
Capital																						
Building Construction Costs	($2,278,986)																					($2,278,986)
Fit-out	($130,000)																					($130,000)
Howes House Work																						
Building refurbishment works						($4,000)					($4,200)					($4,410)						($12,610)
Building refurbishment works									($16,000)					($16,800)					($17,640)			($50,440)
Building refurbishment works										($16,000)					($16,800)					($17,640)		($50,440)
Construction Cost Variation (+/-)	($56,975)																					($56,975)
Operating																						
Employee Costs																						
Program Costs		($40,770)	($42,809)	($44,949)	($47,196)	($49,556)	($52,034)	($54,636)	($57,367)	($60,236)	($63,248)	($66,410)	($69,731)	($73,217)	($76,878)	($80,722)	($84,758)	($88,996)	($93,446)	($98,118)	($103,024)	($1,348,099)
Operating & maintenance Costs		($44,681)	($46,915)	($49,261)	($51,724)	($54,310)	($57,026)	($59,877)	($62,871)	($66,014)	($69,315)	($72,781)	($76,420)	($80,241)	($84,253)	($88,465)	($92,889)	($97,533)	($102,410)	($107,530)	($112,907)	($1,477,420)
Existing Budgetary Provision		$24,850	$26,093	$27,397	$28,767	$30,205	$31,716	$33,301	$34,968	$36,715	$38,551	$40,478	$42,502	$44,627	$46,858	$49,201	$51,661	$54,244	$56,957	$59,804	$62,795	$821,689
Loan Payments - (I&R)		($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($32,554)	($651,089)
Total Cash Outflows	($2,465,961)	($93,155)	($96,185)	($99,367)	($102,708)	($110,215)	($109,898)	($113,766)	($133,826)	($138,090)	($130,766)	($131,267)	($136,203)	($158,185)	($163,627)	($156,950)	($158,540)	($164,839)	($189,093)	($196,838)	($185,690)	($5,234,369)
NET CASHFLOW	$0	($73,655)	($76,685)	($79,867)	($83,208)	($90,715)	($90,398)	($94,266)	($114,326)	($118,590)	($111,266)	($111,767)	($116,703)	($138,685)	($144,127)	($137,450)	($139,040)	($145,339)	($169,593)	($176,538)	($166,190)	($2,378,408)
NET PRESENT VALUE	($1,715,048)																					
Operating Cost Escalation			5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	

HAWKESBURY CITY COUNCIL
CULTURAL PRECINCT - MUSEUM
Statement of Cash Flows

Worst Case	$ 2006/07 Year 0	$ 2007/08 Year 1 1	$ 2008/09 Year 2 2	$ 2009/10 Year 3 3	$ 2010/11 Year 4 4	$ 2011/12 Year 5 5	$ 2012/13 Year 6 6	$ 2013/14 Year 7 7	$ 2014/15 Year 8 8	$ 2015/16 Year 9 9	$ 2016/17 Year 10 10	$ 2016/18 Year 11 11	$ 2016/19 Year 12 12	$ 2016/20 Year 13 13	$ 2016/21 Year 14 14	$ 2016/22 Year 15 15	$ 2016/23 Year 16 16	$ 2016/24 Year 17 17	$ 2016/25 Year 18 18	$ 2016/26 Year 19 19	$ 2016/27 Year 20 20	TOTAL $
CASH INFLOWS																						
Capital																						
DOTARS GRANT	$511,488																					$511,488
Arts NSW GRANT	$1,059,204																					$1,059,204
Property Development Reserve	$546,286																					$546,286
External Loan Borrowings	$584,957																					$584,957
Operating																						
Hawkesbury Historical Society - School Activities																						
ARTS NSW projects																						
Aust. Govt. Depart of Environ. & Heritage																						
Total Cash Inflows	$2,701,935																					$2,701,935
CASH OUTFLOWS																						
Capital																						
Building Construction Costs	($2,278,986)																					($2,278,986)
Fit-out	($230,000)																					($230,000)
Howes House Work	($79,000)																					($79,000)
Building refurbishment works						($4,000)					($4,200)					($4,410)						($12,610)
Building refurbishment works									($16,000)					($16,800)					($17,640)			($50,440)
Building refurbishment works										($16,000)					($16,800)					($17,640)		($50,440)
Construction Cost Variation (+/-)	($113,949)																					($113,949)
Operating																						
Employee Costs		($52,500)	($55,125)	($57,881)	($60,775)	($63,814)	($67,005)	($70,355)	($73,873)	($77,566)	($81,445)	($85,517)	($89,793)	($94,282)	($98,997)	($103,946)	($109,144)	($114,601)	($120,331)	($126,348)	($132,665)	($1,735,963)
Program Costs		($40,770)	($42,809)	($44,949)	($47,196)	($49,556)	($52,034)	($54,636)	($57,367)	($60,236)	($63,248)	($66,410)	($69,731)	($73,217)	($76,878)	($80,722)	($84,758)	($88,996)	($93,446)	($98,118)	($103,024)	($1,348,099)
Operating & maintenance Costs		($44,681)	($46,915)	($49,261)	($51,724)	($54,310)	($57,026)	($59,877)	($62,871)	($66,014)	($69,315)	($72,781)	($76,420)	($80,241)	($84,253)	($88,465)	($92,889)	($97,533)	($102,410)	($107,530)	($112,907)	($1,477,420)
Existing Budgetary Provision		$24,850	$26,093	$27,397	$28,767	$30,205	$31,716	$33,301	$34,966	$36,715	$38,551	$40,478	$42,502	$44,627	$46,858	$49,201	$51,661	$54,244	$56,957	$59,804	$62,795	$821,689
Loan Payments - (S&R)		($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($54,567)	($1,091,339)
Total Cash Outflows	($2,701,935)	($167,668)	($173,323)	($179,261)	($185,496)	($196,042)	($198,916)	($206,133)	($229,711)	($237,669)	($234,224)	($238,797)	($248,008)	($274,480)	($284,636)	($282,909)	($289,696)	($301,452)	($331,437)	($344,398)	($340,368)	($7,646,557)
NET CASHFLOW	($0)	($167,668)	($173,323)	($179,261)	($185,496)	($196,042)	($198,916)	($206,133)	($229,711)	($237,669)	($234,224)	($238,797)	($248,008)	($274,480)	($284,636)	($282,909)	($289,696)	($301,452)	($331,437)	($344,398)	($340,368)	($4,944,622)
NET PRESENT VALUE	($3,598,300)																					
Operating Cost Escalation			5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	

oooO END OF REPORT Oooo

Item: 181 GM - Review of Strategic Plan - Survey of Community - (79351, 80929)

REPORT:

Council's Strategic Plan has been evolving during the last 12 months and it is now appropriate to review not only the vision and direction Council wishes to take but also the extent of the plan and its long-term affordability. In light of recently developed long-term financial projections, which have been presented to Council, it may well be necessary to 'contract' the Strategic Plan into a more defined financially achievable vision. Prior to this change, (should Council agree) it would be appropriate to test Community sentiment by way of a sample survey as to the direction Council wishes to take.

Consistent with this approach, Management have held discussions with representatives of the Centre for Local Government based at the University of Technology Sydney ("The Centre") who have the capability and experience to advise on both 'contraction' and 'survey' initiatives having undertaken similar projects for a number of other local authorities recently. The 'Centre' has been requested to quote on

1. A critical review of Council's Strategic Plan and its integration with the annual Management Plan, copies of which were presented to the Centre during our meeting.
2. The Development of Strategic Corporate and Divisional performance indicators in a context where it may be necessary to contract Council's strategic horizon because of the resource and operational constraints facing Council currently.
3. The development and implementation of a telephone survey to a statistically significant sample of Hawkesbury residents with a view to determining community priorities for services provided by Hawkesbury City Council.

For this work, the 'Centre' has quoted $15,000.00 plus $1,500.00 GST for the review process and a further $15,000.00 - $20,000.00 for a random survey of Council's ratepayers.

Conformance to Strategic Plan

The proposal 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

Funds of $35,000.00 are available from Account Number 1-70-2407-0478 being surplus funds arising from savings on FBT and Audit costs, and it is suggested this is an appropriate source for Strategic Plan development.

RECOMMENDATION:

That:

Council appoint the Centre for Local Government at the University of Technology, Sydney to conduct:

1. A critical review of Council's Strategic Plan and its integration with the annual Management Plan, copies of which were presented to the Centre during our meeting.
2. The Development of Strategic Corporate and Divisional performance indicators in a context where it may be necessary to contract Council's strategic horizon because of the resource and operational constraints facing Council currently.

3. The development and implementation of a telephone survey to a statistically significant sample of Hawkesbury residents with a view to determining community priorities for services provided by Hawkesbury City Council.

at a total cost of $35,000.00 as outlined in the 'Centres' correspondence of 26 July, 2006 (attached).

ATTACHMENTS:

AT - 1 Letter to Mr Graham Samson of the Centre for Local Government Studies at the University of Technology, Sydney concerning a review of the Council's Strategic Plan.

AT - 2 Correspondence via email dated 26 July, 2006 from Mr Graham Samson with proposal attached regarding consultancy proposal.

AT - 1 Letter to Mr Graham Samson of the Centre for Local Government Studies at the University of Technology, Sydney concerning a review of the Council's Strategic Plan.

21 July 2006

Mr Graham Samson
Centre for Local Government Studies
University of Technology
Room 11, 11th Floor
235 Jones Street
ULTIMO NSW 2007

Dear Graham,

Re: Review of Strategic Plan - Hawkesbury City Council and Development Criteria and Survey

Thank you for the time taken by you to meet with representatives of this office at the University of Technology Sydney (UTS) on Thursday 20 July, 2006.

I confirm Council's request to the Centre for an Indicative Costing for the following services.

4. A critical review of Council's Strategic Plan and its integration with the annual Management Plan, copies of which were presented to the Centre during our meeting.
5. The Development of Strategic Corporate and Divisional performance indicators in a context where it may be necessary to contract Council's strategic horizon because of the resource and operational constraints facing Council currently.
6. The development and implementation of a telephone survey to a statistically significant sample of Hawkesbury residents with a view to determining community priorities for services provided by Hawkesbury City Council.

I would be grateful for your advice as to the Centre's cost estimates for the above at your earliest convenience.

Yours sincerely,

Graeme Faulkner
General Manager

Direct Line: (02) 4560 4410

AT - 2 Correspondence via email dated 26 July, 2006 from Mr Graham Samson with proposal attached regarding consultancy proposal.

From: Graham Sansom [Graham.Sansom@uts.edu.au]
Sent: Wednesday, 26 July 2006 12:43 PM
To: Graeme Faulkner
Subject: Strategic planning review

Dear Graeme

Please find attached our proposal in response to your letter of 21 July. I would be happy to provide further information if required.

Best wishes

Graham

Graham Sansom
Associate Professor and Director
UTS Centre for Local Government

Phone: 61 2 9514 2643
Fax: 61 2 9514 2274
PO Box 123, Broadway, NSW 2007
Australia

oooO END OF REPORT Oooo

CITY PLANNING

Item: 182 CP - Planning Agreements - (95498)

REPORT:

The Environmental Planning and Assessment Act has been now modified to include clause 93F which deals with the subject of planning agreements. A planning agreement is a voluntary agreement or arrangement made under this division of the Act between someone who is seeking to change an Environmental Planning Instrument or someone who proposes to make a Development Application and Council. A planning agreement must include six items outlined under Section 93F(2) which, among other things, deal with the provision of public amenities or public services, affordable housing, transport or other infrastructure, funding of recurrent public services, and the monitoring impacts of development. Once, however, one of these six criteria is fulfilled within the planning agreement, there is no limitation on what else the planning agreement can deal with.

In simplistic terms a proponent of development could offer to supply Council a range of public facilities, infrastructure or other services and should Council decide to carry out the amendment to the Local Environmental Plan, or grant Development Consent, whichever is affected, then the proponent of this offer is required to supply this service.

An example of this is the planning agreement that has been entered into with the proponent developer of the land at Pitt Town and the Minister for Planning. In this planning agreement the proponent developer has agreed to pay cash contributions, and to dedicate land to the Minister for Planning once the amendment the Local Environment Plan is in fact made. It should be noted that the entering into of a planning agreement cannot impose any obligation, whatsoever, on Council to grant development consent or to exercise its functions under the Act to amend a Environmental Planning Instrument.

The planning agreements can, of course, be used to offset Section 94 or Section 94A Contributions, but this decision must be made by Council. They can, however, also be used to control development, to restrict development on land to a particular use, notwithstanding the more generic zoning, or require the dedication of land or the construction of infrastructure not necessarily related to the particular land to Council, or to a state government agency. The Act also provides that where Council receives a voluntary planning agreement, any other Minister or any other public agency, or any person approved by the Planning Minister is entitled to be an additional party to the agreement and to receive benefits under the agreement on behalf of the state.

Advice has been received from Council's consultant lawyers of a proposed planning agreement policy, and this policy is attached. This policy attempts to outline the objectives that Council wishes to achieve by voluntary planning agreements, and how Council will enter into negotiation of the agreement, and finally deals with the obligations of both the proponent and Council in dealing and assigning issues to do with the planning agreement.

It should be realised that a planning agreement is voluntarily entered into by both parties, and it will be necessary for proponents to approach Council with their suggested planning agreements. A draft planning agreement must also be exhibited along with whatever instrument is being sought to be changed, whether an Environmental Planning Instrument or a Development Application. Finally, once a planning agreement has been entered into, it is registered against the title of the land and stays there until Council resolves to remove it or it is no longer required. It is mandatory upon the owners of that land to carry out the requirements of the planning agreement. It should also be noted that there is no appeal to the Land and Environment Court on the contents of a planning agreement or its obligations.

A planning agreement would appear to be quite useful to negotiate delivery of infrastructure and services beyond that which Council can always obtained under Section 94 or 94A. They can also be used where a proponent developer wishes to carry out work on public land that more than offsets demand of the work generated by his development, such as the construction of car parking over the top of Council's current carparks. It is also possible for Council to negotiate a long-term maintenance of the proposed infrastructure supplied by proponents and/or to establish appropriate funding arrangements for the maintenance in the medium to long term. This has the benefit of not burdening Council with the maintenance of expensive infrastructure well after the proponent developer has completed their development and left the city.

It is considered that this draft Planning Agreement Policy should go on public exhibition for a period of 28 days, although there is no obligation for Council to do so, to enable interested members of the public to peruse the document and to make comments if they wish.

Conformance to Strategic Plan

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

> *"Objective: Establish Processes and develop flexible plans that will enable the City to respond to change."*

Funding

May lead to increase funding if facilities funded under Section 94 and 94A plans.

RECOMMENDATION:

It is recommended that the attached Planning Agreements Policy 2006 be exhibited for 28 days and submissions sought and the matter then be reported back to Council.

ATTACHMENTS:

AT - 1 Proposed Planning Agreement Policy *(distributed under separate cover)*.

oooO END OF REPORT Oooo

Item: 183 **CP - WSROC - Special Western Sydney Mayoral Forum 19 July, 2006 - Penrith City Council - (74251)**

REPORT:

The President of WSROC, Councillor Tony Hay, convened a Special Mayoral Forum on 19 July 2006 at Penrith City Council. The purpose of this Forum was to discuss two major issues, being the sub-regional planning process of the Department of Planning, and the Council performance monitoring.

Sub-Regional Planning

Whilst WSROC and the Member Councils have been supportive of the sub-regional planning process, the Department of Planning has now adopted unrealistic deadlines for the production of information, particularly to do with dwelling targets, and the use of the "metrix tool". The Department has been requiring Council to complete the collation of dwelling statistics in the metrix tool by the first week of September 2006, on the understanding they would produce the sub-regional plans by October 2006. The meeting heard that this was an unrealistic deadline; that many Councils and the resources they required could not meet the requirements of the metrix tool. There was also concern that if even provisional numbers were inserted, they may be used in sub regional plans and attributed to Councils. It is evident that these metropolitan wide housing targets will be used to test councils Local Environmental Plans as they are produced, in response to sub-regional Plans in the future.

Some of the issues raised by the member Councils were that in some areas nominated by the metrix tools for growth were in fact impossible to achieve the density suggested, and that some land was physically incapable of having the densities suggested by the department. The Mayors agreed that it would be responsible for the Department to have a senior staff member available dedicated to working with the Western Sydney Councils. It was agreed at the meeting that Council should continue to cooperate with the Department, but decline to provide dwelling targets. It was further discussed that the WSROC President and Mayor should propose a meeting with the Minister for Planning to discuss these issues, but only after the Minister has agreed to meet with the combined Local Government and Shires Association and ROC Presidents.

The Mayoral Forum recommended that if the Department wishes to assign some dwelling targets and sub-regional plans for each Local Government area, Councils would then be able to subsequently undertake reviews of their own planning instruments and available land to determine how much of that sub-regional population growth can be accommodated in their own Local Government areas, and that would fit more precisely with the time frame for the preparation of the new Local Environmental Plans.

Council Performance Reporting

Council has received a circular from the Department of Planning advising of a new performance measuring system to be in place, and a subsequent email was received, presumably from the Department enclosing the performance tool, which required Council to complete it by the end of August 2006. Council has recently received advice that the Minister has extended this deadline to the end of September 2006.

The data required from Council is to do with the processing of Development Applications and the time taken for various referrals, the median and mean processing times by type of application and, in particular, the number of applications determined by Council contrary to Council staff recommendation.

In many cases Council has this data available, but not in the same format required by the Department, particularly as the Department requires it for financial years, whereas Council stores information by calendar year. Some of the information is not captured at all by Council's current information system, particularly the time taken for referral agencies to respond, and this will require modification to our data system and the re-keying of a significant amount of information. It should be noted as well, that there are in excess of a thousand applications for the financial year just finished, and if all these have to be re-keyed then considerable staff resources will be required.

The Mayoral Forum discussed this issue and whilst it was agreed there was no opposition to providing information, Councils would need at least six months to reconfigure their computer systems in order to extract this information throughout its normal daily processing. The Minister in granting consent to the extension has requested that representations be made directly to the Director-General if further extensions of the new deadline are required by individual Councils. An analysis of the data required to complete the questionnaire from the Department is currently being undertaken. It is considered that once it is determined how many data fields can be filled in now and how many require restructure of Council's information system has been determined - then this information should be made clear to the Director-General the data that is available to be supplied, be supplied now and the subsequent information be supplied when it is physically capable of being done.

Other Issues

The Mayoral Forum also discussed issues such as the changes to Section 94 Plan, the Part 3A "call-ins" where the Minister has the power to call in any application from Council and determine it himself, and the precinct acceleration protocol where private landowners can seek an acceleration of the release of their land in the North-west and South-west growth areas.

Whilst recognising the need for the Government to manage development, the Mayors thought it was significant that there was no clear trigger as to what starts a Part 3A "call-in". This seems to be inconsistently applied across Metropolitan Sydney, and particularly seems to be inconsistent with the Metropolitan Strategy.

The Mayors also concluded that it was urgent that the Mayors and the ROC Presidents meet with the Minister to discuss these issues and how a better partnership can be developed between the Department of Planning and the WSROC Councils.

It is also determined that the WSROC Councils should request a meeting with the Local Members of Parliament and this is likely to be arranged by the Mayor of Blacktown. The meeting concluded with the advice that the LGSA and other Metropolitan ROC's be informed of the Mayoral Meeting outcome.

Impacts on the Hawkesbury - Effects on Hawkesbury City Council

As Council is aware, staff resources to this work have been restricted in recent times as they have been diverted to process Development Applications. It is considered that the amount of information now required by the Department, and the responses to the demands of the Department will mean that this diversion of Strategic Planning staff to Development Application processing can no longer be sustained. The amount of information required to respond to the Council performance reporting is quite significant and will require considerable restructure of Council's current data collection processes. The response to the Department on the metrix tool is also quite considerable and it was agreed, with the WSROC Mayors, that Council should not make any alteration to the figures proposed by the Department of Planning, but seek to work with the neighbouring Councils in the North-west sub-region to distribute the population growth required by the Department across each Local Government area. Grant funds have been allocated by the Department to assist in this work, but again this will require considerable time from Council staff to participate in this process.

The impact on the Part 3A "call-ins" and the precinct acceleration protocols appear to be quite limited on this Council at the present time, however, contact should be kept with the other Councils surrounding us to ensure that we are well aware of what is happening in their areas.

Conclusion

It is considered that the Council should advise the Department it will not be supplying its own dwelling targets in the metrix tool, given our limited staff resources available in the short term. Council will, however, work together with the other Councils in the North-west sub-regional planning area to distribute the anticipated population growth across the sub-region as envisaged by the Department's figures. The

Council performance tool does require considerable amount of reworking of Council's information systems. Although some of the information can be supplied in the short term it is considered it will take several months to be able to complete the entire form, particularly as there is some information we currently do not record at all, such as who determines a development application, whether it is done by delegated authority or at a Council meeting. The Director-General should be advised of the effect it is having on Council's resources, and a further deadline beyond the end of September should be sought.

Finally, Council should give support to the findings of the WSROC Mayoral Forum, and inform WSROC and the LGSA of this support.

Conformance to Strategic Plan

The proposal 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 coordinating human and financial resources to achieve this future."*

Funding

Although there is no demand or funds for these projects, some aspects of the Operational Plan maybe affected as staff resources are diverted to these tasks.

RECOMMENDATION:

That Council:

1. Advise the Department of Planning that it will not be altering the metrix planning tool in the short term and it will work with others in the North-west sub-region to accommodate the population growth envisaged by the Department.

2. Write to the Director-General, Department of Planning, informing him that the Council performance reporting system timetable cannot be met as Council simply does not store the data required to respond, and will require a considerable amount of reprogramming of Council's computer system to extract this information. Council indicate that we will seek to supply the information we can in the short term, but will require a much longer period of time to complete the whole tool.

3. Write to the President of WSROC, President of the LGSA and the surrounding ROC's and inform them of its decision in these two matters, and its support for the findings of the Special Western Sydney Mayoral Forum.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 184 **CP - Western Sydney Area Assistance Scheme - 2006 New Projects - (95498, 80257)**

REPORT:

The Western Sydney Area Assistance Scheme (WSAAS) is administered by the NSW Department of Community Services (Communities Division) and covers five regions across the State. WSAAS provides grants that improve community well being and how communities function. Projects must meet **at least one** of the priorities identified in the AAS *Outcomes Framework.* These are:

- Connecting communities through partnership;
- Building community leadership and capacity; and
- Promoting safe communities.

The area assistance scheme provides over $10 million in funding across the State. Approximately $500,000 was allocated for new projects across the region of Greater Western Sydney (12 local government areas) in 2006.

In the 2005/06 funding round the Hawkesbury area was successful in receiving around $115,000 for two projects (over two years).

The Local Ranking Committee (LRC) met on 20 October 2005 to consider and rank eight projects for the 2005/2006 WSAAS funding round.

Recommendations regarding the eight projects by the LRC were submitted for consideration by the Regional Advisory Committee (RAC) in February 2006.

Advice was received on the 21 July 2006 from the Communities Division of DoCS that the following projects were successful:

NEW PROJECTS

Applicant Organisation	Project Name	Purpose of Grant	Grant Amount
Wentworth Area Community Housing (on behalf of the Hawkesbury Housing Forum)	Housing Options for Disadvantaged People in the Hawkesbury	To overcome key private housing barriers by disadvantaged people and develop tools, knowledge and resources to address these.	$54,893 (2006) $54,893(2007) Total-$109,786
Windsor District Baptist Church Food Barn Inc.	Food Barn Extension (capital item)	Purchase of 2 door upright freezer to provide additional (frozen) nutritious food to disadvantaged people.	$5,566

The 2006/2007 WSAAS funding round opened on 5 August 2006 and will close on 6 September 2006. Local non-profit community organisations are encouraged to apply. Positions exist on the LRC for community members and council representatives (which meet in October/November).

Conformance to Strategic Plan

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

> *Objective:* *Work in partnership with community and government to implement community plans to meet the social, health, safety, leisure and cultural needs of the City.*

Funding

No impact on the current budget.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 185 CP - Strategic Planning Advisory Committee Minutes - (95498, 91368)

REPORT:

The Strategic Planning Advisory Committee Minutes were received by Council 15 June 2006. This report is to deal with those items from the Strategic Planning Advisory Committee that require Council resolution.

Item: 1 Local Government & Shires Association of NSW - Independent Inquiry into the Financial Sustainability of NSW Local Government - Final Report - Findings & Recommendations

The Committee received a report on analysis of this independent inquiry findings.

Discussion at Committee included the following:

- That the finding & recommendations of the Independent Inquiry into the Financial Sustainability of NSW Local Government be publicised to the wider community, together with the call on the NSW Government to establish an Independent Commission.
- Perception of the Community regarding Local Government's financial status is greater than that found in the key findings of the Report. This perception needs to be changed, which in turn will assist in altering the community's expectations of Council.
- The reports major finding is that there is a huge infrastructure renewals backlog of over $6 billion and this is expected to grow to almost $21 billion in 15 years.

<u>Comment</u>

The Independent Inquiry findings highlighted the substantial shortfall in funding required to be expended by Council's across the state to deal with the infrastructure renewal backlog that has arisen over the last 20 to 25 years. For this Council, details of this were disclosed in the preparation of a full financial plan associated with the submission for rates increase which highlighted the increased injection of funds required to maintain, among other things, Council's sealed road network to the standard it currently is. Without this injection of funds, the road system will deteriorate over the next 10 years. The Committee made six recommendations, which were received by Council; however, it is considered that the following will be required to be resolved by Council:

Committee Recommendation to Council:

1. The Independent Panel be commended on the successful conduct and completion of this watershed Inquiry.
2. The LGSA be commended for initiating the Inquiry.
3. Council continue to support the LGSA in an ongoing effort to rebuild and strengthen the financial sustainability of NSW Local Government.
4. That the LGSA be requested to establish an implementation framework and process to consult with Councils and other stakeholders; and to advance the key recommendations of the report that have been endorsed by members.
5. The Council call on NSW Government to establish an "Independent Commission" consisting of equal representation from the LGSA and the state to assess the gravity of the problems facing Local Government, to recommend urgent action to be undertaken, to help implement such

changes in cooperation with Local Government and to monitor progress in achieving agreed outcomes" (recommendation 49, Final Report).

6. That the key findings of the report be published through local media.

Item: 3 Metropolitan Strategy & Rural Planning Issues

The Committee received the report and discussion included the following points:

- Councillor Devine declared an interest in this matter, and therefore removed himself from the meeting and discussion surrounding this particular item.
- The Metropolitan Strategy (City of Cities) has been adopted by the NSW Government. This Strategy was not placed on exhibition and public comments were not sought. This is a Government adopted strategy.
- The NSW Government has advised that they will only provide infrastructure for development that is either in, or adjacent to current 'Urban' areas/footprints.
- Council needs to plan for how they will affect the Metro Strategy, and how in fact the Metro Strategy will affect Council.
- The only new areas for urban expansion are the NorthWest and SouthWest Sector Growth Areas, all the land that has been identified in the Metropolitan Development Program and land that Council has already resolved to rezone. These areas are:
  - North Richmond;
  - North Bligh Park/South Windsor;
  - Vineyard;
  - Wilberforce; and
  - Pitt Town.
- Outside the Urban Areas, one quote Council should keep in mind is:

  "Resource land not required for urban growth over the next 25 years will be maintained for productive economic activity as they are a critical part of sustainable development in the region."
- One (1) full-time staff member will be required to solely dedicate their time & resources to performing the task of protecting Council's interests with regards to the Metropolitan Strategy.

<u>Comment</u>

The paper presented to the Committee discussed a wide range of things, including the Metropolitan Strategy and Rural Planning issues. The observation was made that in order for Council to participate in the sub regional planning issues associated with the Metropolitan Strategy and with the Growth Centres Commission for the North-West growth centre require the full time resources of at least one member of the City Planning staff.

In recent weeks it has been attempted to carry out this work and have this staff member process development applications. This is proving impossible. It will not be possible to have staff committed to the process outlined above and have their time also spent on processing development applications. Council resources are not sufficiently wide enough to carry out both these tasks. It is considered, given the importance of the participation in the Metropolitan Strategy, and particularly issues arising from the NorthWest Sector sub regional plan that this staff member should not be required to process development applications any longer, and be devoted solely to this and other tasks associated with the Strategic Planning Work Program.

In respect of the Management of Rural Lands, the Mayor has attended a meeting of others Mayors on the rural fringe of Sydney in the hope of pursuing a consistent Rural Lands Policy with the Department of Planning. It is considered essential that the Mayor continue this process to ensure the variety of sub regional strategies being prepared by the State Government are consistent in their management of rural lands on the urban fringe of Sydney.

Committee Recommendation to Council:

That:

1. Council continue to lobby for the upgrading of the Blacktown-Richmond Road and its capacity for Regional Flood Evacuation.
2. Council continue to lobby for the preservation of the rail corridor to provide for the future extension of the North West Rail line to the Richmond Line.
3. Council continues to participate in sub regional planning work and the preparation of the sub regional strategies.
4. Council continues to pursue North Richmond, Wilberforce Vineyard and North Bligh Park/South Windsor for future urban development.
5. Council accept the findings of the Rural Resource Lands Study and will seek to implement the actions.
6. Council request the Department of Planning to refer the Rural Resource Lands Strategy to the Rural Resource Lands Taskforce to incorporate the findings into the appropriate subregional plans.
7. The Mayor pursues the creation of the proposed Mayoral taskforce for the co-ordinated management of the rural and resource lands for the greater metropolitan area.

Item: 6 Council's Strategic Plan and Management Plan

The Committee received a report on this matter and the following discussion points were made:

- There is no strategic test against whether the Budget is actually achieving the strategic directions of Council, as there is no ability to do this within the current structure.
- To extract the vision from communities, data about a variety of things is required. These are:
  a) The history of past strategic planning processes of Council;
  b) An understanding of what the community will be by demographic analysis;

c) An understanding of Council's current asset base, by the commencement and completion of an asset management system investigation;

d) An understanding of the regional and sub-regional planning issues that will be affecting council, both from the Metropolitan Strategy and the Northwest Growth Area;

e) Summation of the current environmental assets and the state of the environment so we can measure whether or not we are going to achieve a vision and change this in the future;

f) An understanding of what the community wants and needs from community surveys;

g) What the transport issues will be into the future - both locally, sub-regionally and regionally, and finally;

h) An understanding of Council's financial position and likely trends for the future.

- It is proposed that for the next six (6) months, that Council's Strategic Planners within the City Planning Division being totally devoted to the preparation of the eight (8) abovementioned studies. Then within the first six (6) months of 2007, devote time to have an intense discussion with the community about what, where & how they want to be in approx. 25 years.

<u>Comment</u>

The recommendation was made to the Committee that a process is put in place immediately to allow a new Strategic Plan to be produced for the City by June 2007 and necessary planning reports be prepared by the City Planning Division by December 2006, to enable community consultation of this method to take place.

The resolution of the committee, however, was that this matter would be workshopped by Council. Advice is currently being obtained from the University of Technology's Local Government Department to ascertain their opinion of Council's Strategic Plan and Management Plan. It is also obvious that the deadlines outlined in the report can no longer be achieved, as it will not be possible to complete the research projects by December 2006. The current projects outlined in the Strategic Plan will be continued with and a report to the Strategic Planning Advisory Committee on their timetable and outcomes will be prepared for the next meeting.

Committee Recommendation to Council:

That the report as printed, be further workshopped by Council.

Conclusion

The Strategic Planning Committee has made a set of lengthy recommendations to Council and it is considered that they should all be carried out.

Conformance to Strategic Plan

The proposal 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

The Operational Plan targets maybe affected. This will need reporting at the appropriate quarterly update.

RECOMMENDATION:

That:

1. The Independent Panel be commended on the successful conduct and completion of this watershed Inquiry.

2. The LGSA be commended for initiating the Independent Financial Inquiry.

3. Council continue to support the LGSA in an ongoing effort to rebuild and strengthen the financial sustainability of NSW Local Government.

4. That the LGSA be requested to establish an implementation framework and process to consult with councils and other stakeholders; and to advance the key recommendations of the report that have been endorsed by members.

5. The Council call on NSW Government to establish an "Independent Commission" consisting of equal representation from the LGSA and the state to assess the gravity of the problems facing Local Government, to recommend urgent action to be undertaken, to help implement such changes in cooperation with Local Government and to monitor progress in achieving agreed outcomes" (recommendation 49, Final Report).

6. That the key findings of the Financial Inquiry report be published through local media.

7. Council continue to lobby for the upgrading of the Blacktown-Richmond Road and its capacity for Regional Flood Evacuation.

8. Council continue to lobby for the preservation of the rail corridor to provide for the future extension of the North West Rail line to the Richmond Line.

9. Council continue to participate in sub regional planning work and the preparation of the sub regional strategies.

10. Council continue to pursue North Richmond, Wilberforce Vineyard and North Bligh Park/South Windsor for future urban development.

11. Council accept the findings of the Rural Resource Lands Study and will seek to implement the actions.

12. Council request the Department of Planning to refer the Rural Resource Lands Strategy to the Rural Resource Lands Taskforce to incorporate the findings into the appropriate subregional plans.

13. The Mayor pursue the creation of the proposed Mayoral taskforce for the co-ordinated management of the rural and resource lands for the greater metropolitan area.

14. The report as printed, be further workshopped by Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

EXTERNAL SERVICES

Item: 186 ES - Nepean Family Choices Consortium - Execution of Consortium Agreement - (100424, 79342, 79771)

Previous Item: 321, Ordinary (1 November 2005)

REPORT:

This report has been prepared to seek Council endorsement of the execution of a Consortium Agreement with Wesley Mission for Hawkesbury City Council to deliver early intervention services funded under the Department of Community Services (DOCS) Early Intervention Program. The Agreement provides for Hawkesbury City Council to receive $1.59M over the next three years for these services.

Background

- Hawkesbury City Council is the lead agency for the Right Connections Coalition – a consortium of 17 health, family support and early intervention services operating within the City. The Coalition was established in March 2001. In July 2005 the Coalition lodged an Expression of Interest (EOI) under the DOCS Early Intervention Program (EIP) to establish a district-wide integrated family service.

- In October 2005, the Coalition was advised that its EOI submission was not successful and that the Coalition's EOI would not be progressing to Stage 2 of the EIP assessment process. As reported to Council, this effectively meant that no Hawkesbury based service providers were progressing to Stage 2 creating the possibility that the needs of vulnerable families within the City would be overlooked. Council subsequently resolved to write to the Minister for Community Services and local state members to express its concern at the exclusion of Hawkesbury service providers from Stage 2 of the EOI process for the DoCS Early Intervention Program. Similar representations were made by Blue Mountains Council with respect to the omission of Blue Mountains service providers.

- Council's representations were instrumental in raising awareness of the need to involve local service providers in the development of solutions that could respond to the specific needs of vulnerable families living in the City of Hawkesbury. Following these representations, Council staff met with agencies who had been selected to progress to Stage 2 of the EOI process. In consultation with the Right Connections Coalition, a *Position Paper* was developed which outlined the principles by which the Coalition would be willing to enter into a partnership arrangement with the successful Stage 2 agencies.

- The *Position Paper* required a partnering agency to recognise the importance of providing a locally based, flexible network of EI services which could deliver centre-based and outreach services as close as possible to the neighbourhoods in which client families reside. The *Paper* also required a partnering agency to utilise existing services and workers within the Coalition to deliver all services to be provided through the DoCS EI Program.

- On behalf of the Coalition, Council staff finalised partnership agreements with two eligible agencies - Wesley Mission and the Benevolent Society, and declined partnership proposals put forward by Barnardos and Mission Australia (as they did not confirm with the principles put forward in the Coalition's *Position Paper*).

Current Situation

In June 2006, the Coalition was advised that the Nepean Family Choices Consortium lodged by Wesley Mission was successful. The consortium partners included Wesley Mission; the Right Connections

Coalition (with Hawkesbury Council as the lead agency); Connect Child & Family Services (a coalition of service providers in the Blue Mountains); and a number of services within the Penrith LGA.

The successful tender allocated almost $8M to expand Early Intervention Services across the DoCS Nepean Region with over $1.5M directed to the Hawkesbury LGA. The initial funding for the Hawkesbury will be rolled out over the next three years -$541,546 in Year 1, and $523,796 in Years 2 and 3. It is envisaged, that subject to contracted outcomes being achieved, the program will be renewed for a further five years beyond July 2009.

Services to be funded with the $1.5M allocated to the Hawkesbury include the following components:

(a) $374,586 for case management services
(b) $205,071 for home visiting services
(c) $308,351 for parenting and playgroup programs
(d) $635,130 for children's services
(e) $48,000 for brokerage services

The funds will be managed by Hawkesbury City Council. The Right Connections Coalition is currently finalising specifications for the provision of these services. The services will be primarily based at the South Windsor Family Centre.

A consortium agreement was accepted and returned to Wesley Mission in July 2006. The agreement was completed to meet the 3 day turn around required by the funding body. The agreement is based on the standard DoCS funding contract.

Conformance to Strategic Plan

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

> *"Work in partnership with Community and Government to implement plans to meet the social, health, safety, leisure and cultural needs of the City."*

Funding

Funding for the expanded services will be 100% derived from external grants. A project management levy will be charged to recover Council's costs in administering this grant.

RECOMMENDATION:

That Council endorse the execution of a Consortium Agreement with Wesley Mission for Hawkesbury City Council to deliver early intervention services funded under the Department of Community Services (DOCS) Early Intervention Program.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 187 **ES - Youth Services in Bligh Park - (79372, 95494)**

Previous Item: 109, Ordinary (30 May 2006)

REPORT:

This report has been prepared in response to a resolution of Council at its Meeting of 30 May 2006. In considering the matter of the proposed closure of a number of pedestrian laneways Council resolved:

> *"That a report be submitted to provide information on the expenditure levels by Council towards youth and youth projects in Bligh Park with a view to finding ways to increase assistance to address youth issues in the area".*

Funding Context

The Independent Inquiry into the Financial Sustainability of NSW Local Government notes that responsibility for the provision of community services is shared between Local, State and Federal Governments.

The involvement of Hawkesbury City Council in the funding and provision of youth services falls into four broad categories:

Infrastructure **-** where Council funds the construction and maintenance of youth facilities. e.g. youth centres, and youth oriented recreational facilities (skatepark, BMX tracks, hard courts).

Direct services for young people - where Council is a provider of a service primarily funded by State/Federal agencies e.g. youth streetbeat, youth transport and transition to work services for young people with disabilities.

Programs for young people - where Council provides a program targeting young people as a component of a broader function e.g. road safety projects for young people; library services for young adults; cultural and community events for young people (youth week, eisteddfod).

Indirect services - where Council provides a broad community service for which young people constitute a primary user group e.g. sporting venues, cycleways, community centres.

In practice, Council's role in the funding of youth-specific services has been almost exclusively limited to the infrastructure category. Council has only entered into the business of operating direct youth services where these have been funded by state or federal agencies.

Value of Youth Services within the City of Hawkesbury

It is difficult to quantify the exact level of Council expenditure on youth services across the City of Hawkesbury. This would require Council to survey the users of its generalist community services to establish the level of youth usage and then apportion the costs of these services on the basis of this level of usage.

With regard to youth specific services (services which are exclusively targeted at young people) Council has expended on average just over $310,000 a year over the last three years in providing youth facilities and services. This figure includes the capital cost of constructing the North Richmond Youth Centre, and the Clarendon and North Richmond Skateparks.

The actual yearly level of (non-capital) operational funding is approximately $130,000 a year, which represents just over 40% of the total Council derived spend on youth specific projects (this figure does not include Council operated youth services funded by other levels of Government).

Council receives an annual youth worker salary subsidy from the Department of Community Services (DoCS) of just under $12,000, which equates to just over four hours of a youth development service per week (taking into account salaries, program costs and corporate overheads).

Within the City of Hawkesbury, the Department of Community Services funds four youth development projects and a youth refuge. Other youth specific services include the Hawkesbury District Health Service Youth Health Team, the Youth Transport Service, the (former) Youth Streetbeat Project, and a number of one-off projects including a Youth Resilience Project, a Young Women's Healthy Relationship Project, and the Richmond Youth Mapping Project. The average annual expenditure on state/federal funded youth-specific services in the City of Hawkesbury is roughly $720,000 a year.

The total value of Council and state/federal youth specific services within the City of Hawkesbury is estimated to be in the vicinity of $1,030,000 per year. Council directly contributes almost 30% of this expenditure and is also responsible for a further $180,000 of expenditure through the state and/or federal funded projects which it auspices and/or operates. In total, Council has either directly funded, brokered or managed almost 50% of all the youth-specific services and facilities provided within the City of Hawkesbury over the last three years.

Value of Youth Services within Bligh Park

It is difficult to quantify the exact level of Council expenditure on services for young people within Bligh Park. At this time there is no data which would permit the calculation of that proportion of the Youth Health Team, the Youth Transport Project or the Youth Streetbeat Project that (for example) has been spent on young people in Bligh Park.

In simplistic terms, the absolute value of youth specific services within Bligh Park could be said to be made up of Council's expenditure on the Tiningi Youth Centre and the services provided by the DoCS funded Bligh Park Youth Project (which is operated by Bligh Park Community Services Inc.).

Expenditure on these projects would average approximately $73,500 a year (or about 7% of the total average expenditure on dedicated youth-specific services within the City of Hawkesbury). It would be reasonable to assume that a proportion of the city-wide youth specific services listed above would be provided to young people from Bligh Park (although the exact level of this expenditure is difficult to estimate). According to the last census, there were 1,069 young people in Bligh Park - or just over 9% of the total number of young people in the Hawkesbury.

In relative terms, the probable level of expenditure on youth projects in Bligh Park (as a proportion of all expenditure on youth services within the City) is therefore likely to exceed the proportion of young people who reside in Bligh Park (as a proportion of all young people in the City). The total expenditure levels on youth and youth projects in Bligh Park would therefore compare favourably with expenditure levels in other localities within the City. The same pattern would hold true with specific reference to Council expenditures – the Tiningi Youth Centre is one of only two dedicated youth centres in the Hawkesbury.

Summary of Youth Service Development Issues

Within the funding and operational context outlined above, the following matters would need to be considered by Council in determining how best to 'find ways to increase assistance to address youth issues in the (Bligh Park) area".

(a) Council's Role - increasing Council expenditure on youth services presupposes that Council has the major responsibility for the provision of youth services within Bligh Park (and the City in general) - an interpretation, which the Independent Inquiry into the Financial Sustainability of NSW Local Government suggests is open to debate.

(b) Stakeholder Expectations - Councillors may be aware that there is a view within the youth services sector that Council 'should be doing more to support youth services' - by either providing youth services or by co-ordinating the planning and provision of youth services. In view of the limited grant funding ($12,000) received by Council to support a youth services development function, and Council's current financial situation, it would be difficult to meet this expectation.

(c) Relative Equity - As indicated above, Bligh Park is comparatively well-serviced in comparison to other localities across the Hawkesbury. Young people in Bligh Park have access to one of two dedicated youth centres in the Hawkesbury and one of the four DoCS funded youth projects across the City.

(d) Structural Constraints - The youth development services sector within the Hawkesbury is relatively fragmented. It is made up of a number of small projects with restricted geographic and client boundaries. Projects are predominantly managed by independent community based incorporated associations and generally employ part-time staff with limited professional experience and are marked by high staff turnover rates.

Options for Increasing Services

In the short term, the options available to Council to increase youth services in Bligh Park will be dependent on securing additional grant funding and/or redirecting currently allocated funds. Options include:

(a) Redirecting Council's youth program budget allocations. As indicated above, DOCS currently funds a youth project with responsibility for developing programs and services to meet the needs of young people in Bligh Park. Council could conceivably augment the funding provided by DoCS to Bligh Park Community Services Inc. by redirecting the $8,000 in Council funds currently allocated for city-wide youth programs.

(b) Seeking additional grant funding. Council could apply for grants to establish and operate new youth services in Bligh Park. Council has been previously advised of the lack of growth funding within the DoCS Community Services Grants Program, which has been the traditional avenue for establishing new (recurrently funded) youth projects. There is a trend within the funded services sector away from submission based funding applications (where applicants put up proposals for new projects) towards a tender-based process where applicants apply to operate services whose specifications have been defined by the funding body. It is unlikely that the provision of additional youth services within Bligh Park would be identified as a community priority - the current funding priorities of government agencies lie elsewhere.

The funding and operational context outlined above, suggests that over the longer term, increasing services to young people in Bligh Park will only be achieved through building the organisational capacity of the youth services sector within the Hawkesbury. The experience of Peppercorn Services Inc. in expanding the provision of disability and aged services within the City, and the Right Connections Coalition in constructing a formal agency partnership to expand the provision of family services in the Hawkesbury, provide a possible template for action. In practice, the increasing centralisation of tendering processes on the part of funding bodies, has tended to favour larger service entities and/or consortia with formal partnership arrangements.

The youth services sector suffers from the lack of a city-wide co-ordinating body which can build capacity for integrated service development and planning, and then sustain this capacity through the negotiation of ongoing formal partnerships to synchronise the deployment of resources. The Hawkesbury Youth Interagency could conceivably perform this role, but as it is currently constructed it is a loose alliance of youth services with a primarily information sharing function. To this end, the funding of a capacity building project with the aim of investigating options for co-ordinated planning and service delivery, would provide a starting point for establishing the infrastructure that is needed to effectively compete in the current funding market.

Council may wish to lend its support to the preparation by Council staff of an application under the Western Sydney Area Assistance Scheme (WSAAS) to source funding for a capacity building project. This type of project falls within the WSAAS priority criteria of '*building community leadership and capacity*' and '*connecting communities through partnerships*'. The aim of the project will be to develop options for integrating the planning and provision of youth services. The project would also identify partnership models that can support collective action on the part of service providers to secure the increased resources required to address the needs of young people.

The success of Peppercorn Services Inc. and the Right Connections Coalition in attracting additional revenues to fund and establish new services within the City, is a pointer to the potential effectiveness of this approach.

Conformance to Strategic Plan

The recommendation conforms with the objectives as set out in the 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

The funding application will be prepared 'in house' and will identify the additional resources required to implement the proposed project at no incremental cost to Council.

RECOMMENDATION:

That Council endorse a grant application under the Western Sydney Area Assistance Scheme to secure funds for a youth services capacity building project.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

INFRASTRUCTURE SERVICES

Item: 188 **IS - Whalan Road, East Kurrajong - Extension by Subdivision - Proposed Naming (95495, 79346)**

Previous Item: 107, Ordinary (30 May 2006)

REPORT:

Council, at its meeting held on 30 May 2006, resolved that public comment be sought on naming the extension of Whalan Road, East Kurrajong resulting from the subdivision of Lot 141, DP 751637, as Whalan Road.

Public comment was sought by way of correspondence addressed to proximate residents/statutory authorities/service organisations as well as newspaper advertisement.

At expiration of the public comment period, the following comments had been received:

- In favour - 4
- Objection - 2; based on suggesting an alternate name of "Bennett Drive" in recognition of the developers of the property.

With regard to the objections, under Guidelines for the Naming of Roads issued by the Geographical Names Board of New South Wales, name duplication within a local government area should be avoided. Bennett Lane, Kurrajong Heights exists.

Conformance to Strategic Plan

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

> *"Objective: Implement processes to identify and respond to the infrastructure requirements (information, access and mobility) of groups with special needs."*

Funding

Funding is available within the signs construction component of the current budget.

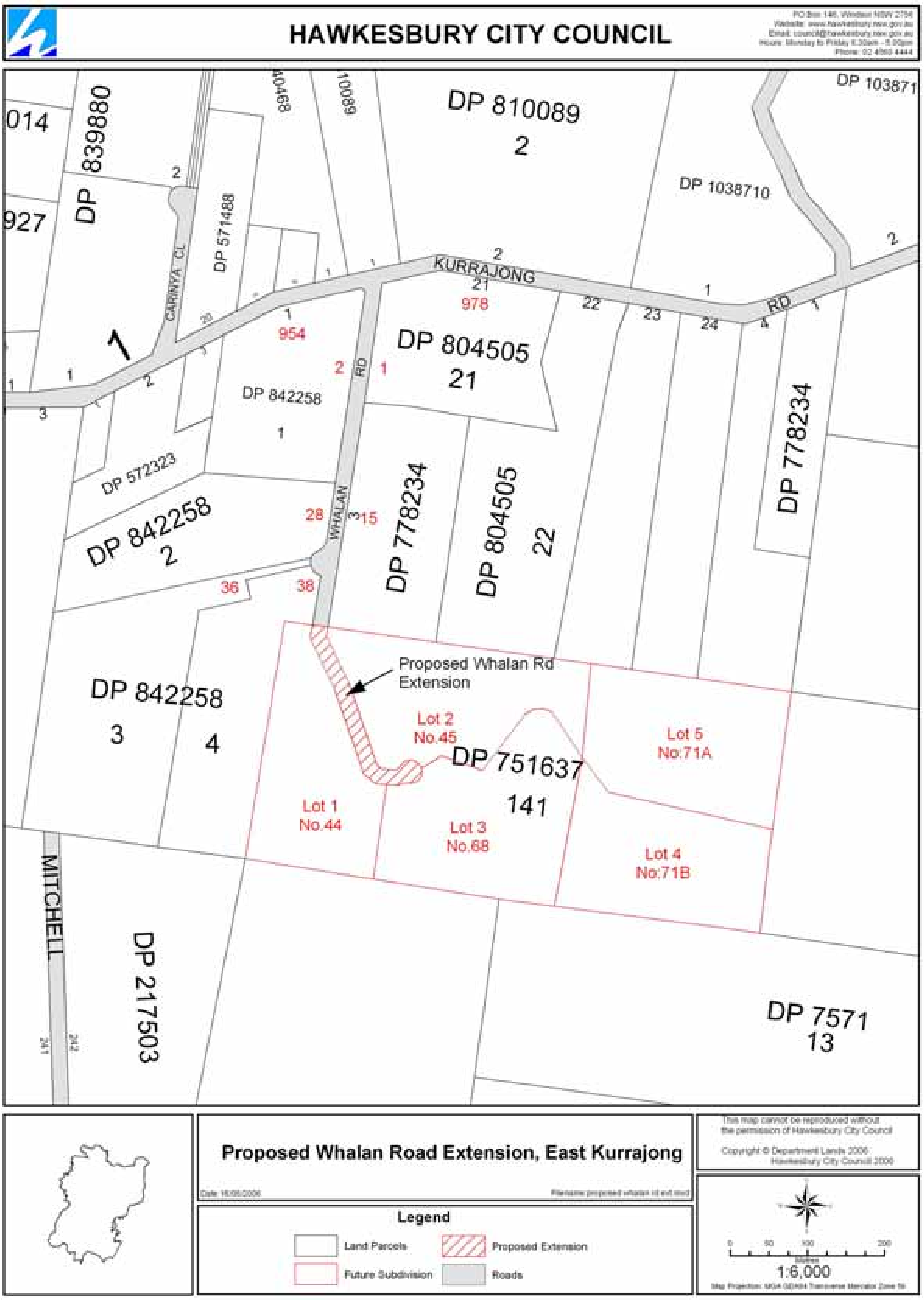
RECOMMENDATION:

That the extension of Whalan Road, East Kurrajong resulting from the subdivision of Lot 141, DP 751637 be named Whalan Road, making the full length of Whalan Road from its intersection with East Kurrajong Road to its end a distance of approximately 710 metres.

ATTACHMENTS:

AT - 1 Sketch Plan - Proposed Whalan Road Extension, East Kurrajong

AT - 1 Sketch Plan - Proposed Whalan Road Extension, East Kurrajong



oooO END OF REPORT Oooo

Item: 189 **IS - Exclusive Use of Governor Phillip Reserve - Ski Racing NSW - (79354, 92138)**

REPORT:

The Upper Hawkesbury Power Boat Club (UHPBC) has advised of the following amendment to the 2006 Calendar of Events as well as the Exclusive use dates for events in the 2007 Racing Calendar at Governor Phillip Reserve. The full year calendar encompassing all groups is attached for information.

2006

Saturday 14 October	-	Test & Tune
Sunday 15 October	-	Club Day
Saturday 18 November	-	Test & Tune
Sunday 19 November	-	Club Day

2007

Friday 26 January	-	Outlaw Displacement World Championships **- Exclusive Use**
Saturday 27 January	-	Outlaw Displacement World Championships - **Exclusive Use**
Sunday 6 May	-	Bridge to Bridge Power Boat Classic - **Exclusive Use**
Sunday 20 May	-	Club Day - Alternate day for Bridge to Bridge Power Boat Classic **(Exclusive Use if alternate date required)**
Saturday 8 September	-	Windsor Spectacular Weekend - **Exclusive Use**
Sunday 9 September	-	Windsor Spectacular Weekend - **Exclusive Use**

The Upper Hawkesbury Power Boat Club has been invited to hold the 1st round of the Outlaw Displacement World Championships on 26-27 January 2007. This quality of power boat racing has never been seen in Australia and the opportunity is very prestigious to the club. The event will be promoted in the media, radio & television throughout the United States, New Zealand and Australia. The club is unable to move the dates due to the co-ordination of the boats whilst they are in the country.

If the application is successful, the Upper Hawkesbury Power Boat Club intend seeking help from local community groups to co-ordinate the event, benefiting local business and community.

The Exclusive use dates of Friday 26 & Saturday 27 January 2007 do not however comply with Council's policy on Governor Phillip Reserve. Friday, 26 January is the Australia Day Holiday. Sunday, 28 January will still be available for general public use.

Policy states that: *'Exclusive use of Governor Phillip Reserve, Windsor not be granted on public holiday periods'.*

It is anticipated that this event will have significant flow-on effects to the business community and as such approval is recommended.

This policy has been adopted due to the high usage of the park by both residents and visitors during these peak times. Should Council recommend that the event go ahead, it is suggested that the policy be reviewed to assess the need to exclude public holidays from exclusive use.

A small number of requests are received each year to hold events/exclusive use events at Governor Phillip Reserve. The requests are received on an ad-hoc basis, which can make it difficult to co-ordinate a calendar of the events for the year ahead. There has also been recent requests for use of the Park, which fall outside the policy and these requests have been supported by Management. It is suggested that the policy for utilisation of Governor Phillip Park be reviewed.

Conformance to Strategic Plan

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

> *"Objective: Work in partnership with community and government to implement community plans to meet the social, health, safety, leisure and cultural needs of the City."*

Funding

No impact on budget arising from this report.

RECOMMENDATION:

That:

1. The additional exclusive use dates of Friday 26 & Saturday 27 January 2007 be approved.

2. That approval be granted to the Upper Hawkesbury Power Boat Club 2007 Racing Calendar, including Exclusive Use on 6 May 2007, for the Bridge to Bridge Power Boat Classic, with an alternate date of 20 May 2007, and 8 & 9 September 2007, for the Windsor Spectacular, subject to the following conditions:

    a. Prior to dates of exclusive use a letter box drop be undertaken by the applicants to all affected residents in proximity to the event with that letter advising full details of the function;

    b. The reserve is to be left clean and tidy with the organisation being responsible for collection and disposal of all waste; the applicant is to lodge with Council a damage bond of $750.00* in relation to each date, which is refundable less any costs incurred by Council, administrative or otherwise, to clean or restore the area;

    c. The applicant paying to Council such fees as may be applicable at the time for exclusive use of the reserve being $1.35* per person or $799.00* per day (whichever is the greater);

    d. A fee of $56.00* is payable for the cleaning of the toilets prior to the exclusive use;

    *(*The above fees/amounts apply to the current financial year only; these fees/amounts are subject to change in subsequent financial years, as determined by Council.)*

    e. A copy of a Public Liability Policy for $10,000,000 and indemnifying Hawkesbury City Council is to be submitted prior to the first event; in the event of renewal of that policy occurring at some time during the course of the 2007 Racing Calendar, a Certificate of Currency is to be submitted within one week of renewal - this Public Liability Policy is to cover all events conducted as part of the applicant's 2007 Racing Calendar.

    f. Any building, vehicle or stall that is preparing food for public consumption is to comply with Council's "Food Safety Guidelines for Charities and Community Organisations" brochure; this information and any related food/public health information can be obtained by contacting Council's Environmental Health Officer.

    g. If required, the applicant obtaining all necessary permits/approvals in relation to amusement devices/rides and liaising with Integral Energy regarding the supply of power and their proximity to power supply lines.

    h. If required, the applicant to obtain appropriate licence from the Licensing Branch of the NSW Police Service for the sale of alcoholic beverages at the proposed event.

i. The applicant obtaining appropriate licence from NSW Maritime Authority regarding the conduct of the 2007 Racing Calendar.

j. The event manager/applicant must undertake a Risk Assessment of the event to be conducted including pre-event preparations. This assessment must identify potential hazards and the procedures that need to be implemented to eliminate or control those hazards. The event manager/applicant is responsible for ensuring that procedures are followed and that they comply with the requirements of the Occupational Health and Safety Regulations 2001.

k. The Upper Hawkesbury Power Boat Club is to comply with Council's current policy in regard to noise levels, as listed below.

   No competing vessel shall be permitted to emit noise in excess of:

   i. Club Days - 105dB(A) for more than 40 minutes per day;

   ii. NSW State Titles - 105dB(A);

   iii. Bridge to Bridge Boat Race - 105dB(A);

   iv. Unlimited Boat Race (Blown Boats) - 115dB(A). This event is held directly after the Bridge to Bridge Boat Race;

   v. Noise Test - (prior to the Two Day Spectacular) - 115dB(A) for more than 15 minutes in total through the day;

   vi. Two Day Spectacular - 115dB(A) for more than 10 minutes in total per day.

Traffic Management

l. Even though these events will be held along the Hawkesbury River and in the Governor Phillip Reserve, the event and the spectators travelling to and from the event may impact heavily on the state road network on Windsor Road, Macquarie Street, Wilberforce Road and Bridge Street and in particular the local roads such as George Street and Court Street as well as the Ferry services. It would be appropriate to classify the event as a **"Class 1"** special event under the "Traffic Management for Special Events" guidelines issued by the Roads & Traffic Authority given that perceived impact.

   It will be necessary for the event organiser to lodge an application seeking approval to conduct the event with the NSW Police Service. A Traffic Management Plan (TMP) and an associated Traffic Control Plan (TCP) should be submitted to Council and the RTA for acknowledgement as this is a **Class 1** event.

m. That all boating groups need to lodge their events by the 1 July for events to be held in the following year. Those groups that do not comply would then need to fit into dates remaining within the calendar, subject to Councils policy.

3. The Policy in relation to the use of Governor Phillip Park be reviewed.

ATTACHMENTS:

AT - 1 Calendar of Events - Governor Phillip Reserve (as at 1 August 2006).

AT 1 - Calendar of Events - Governor Phillip Reserve (as at 1 August 2006).

Date	Name	Exclusive Use	Event
2006			
5/8/06	UHPBC	No	Test & Tune Day
6/8/06	UHPBC	No	Club Day
10/8/06 1.00pm - 6-00pm	Nina Cavanagh	No	Wedding/Photos
26/8/06	Wakeboard NSW	No	Competition Day
27/8/06	Wakeboard NSW	No	Competition Day
2/9-3/9/06	NSW Ski Racing	Yes	Hawkesbury 120 Water Ski Race
8/9/06	UHPBC	No	Test & Tune Day
9/9/06	UHPBC	Yes	Windsor Spectacular Weekend
10/9/06	UHPBC	Yes	Windsor Spectacular Weekend
16/9/06	Wakeboard NSW	No	Competition Day
17/9/06	Wakeboard NSW	No	Competition Day
23/9/06	Wakeboard NSW	No	Competition Day
24/9/06	Wakeboard NSW	No	Competition Day
14/10/06	UHPBC	No	Test & Tune Day
15/10/06	UHPBC	No	Club Day
21/10/06	Wakeboard NSW	No	Competition Day
22/10/06	Wakeboard NSW	No	Competition Day
28/10/06	Wakeboard NSW	No	Competition Day
29/10/06	Wakeboard NSW	No	Competition Day
4/11/06	Wakeboard NSW	No	Competition Day
5/11/06	Wakeboard NSW	No	Competition Day
11/11/06	Wakeboard NSW	No	Competition Day
12/11/06	Wakeboard NSW	No	Competition Day
18/11/06	UHPBC	No	Test & Tune Day
19/11/06	UHPBC	No	Club Day
25 & 26/11/06	NSW Water Ski Association	Yes	Bridge to Bridge Ski Race
2/12/06	UHPBC	No	Test & Tune Day
3/12/06	UHPBC	No	Club Day
9/12/06	Wakeboard NSW	No	Competition Day
10/12/06	Wakeboard NSW	No	Competition Day
16/12/06	Wakeboard NSW	No	Competition Day
17/12/06	Wakeboard NSW	No	Competition Day

Date	Name	Exclusive Use	Event
2007			
26/1/07	UHPBC	? *Park policy does not allow exclusive use on Public Holiday periods.*	Outlaw Displacement World Championships
27/1/07	UHPBC		Outlaw Displacement World Championships
10/2/07	UHPBC		Test & Tune Day
11/2/07	UHPBC		Club Day
24/2/07	Wakeboard NSW	No	Competition Day
25/2/07	Wakeboard NSW	No	Competition Day
10/3/07	UHPBC		Test & Tune Day
11/3/07	UHPBC		Club Day
17/3/07	Wakeboard NSW	No	Competition Day
18/3/07	Wakeboard NSW	No	Competition Day
24/3/07	Wakeboard NSW	No	Competition Day
25/3/07	Wakeboard NSW	No	Competition Day
31/3/07	Wakeboard NSW	No	Competition Day
1/4/07	Wakeboard NSW	No	Competition Day
14/4/07	UHPBC		Test & Tune Day Juniors, Australian Titles
15/4/07	UHPBC		Club Day
5/5/07	UHPBC		Test & Tune Day
6/5/07	UHPBC	Yes	Bridge to Bridge Power Boat Classic
19/5/07	UHPBC		Test & Tune Day
20/5/07	UHPBC	*[Yes]*	Club Day *[Alternate Date for 6/5/06 - Bridge to Bridge Power Boat Classic]*
26/5/07	Wakeboard NSW	No	Competition Day
27/5/07	Wakeboard NSW	No	Competition Day
16/6/07	UHPBC		Test & Tune Day
17/6/07	UHPBC		Club Day NSW Titles
23/6/07	Wakeboard NSW	No	Competition Day
24/6/07	Wakeboard NSW	No	Competition Day
14/7/07	UHPBC		Test & Tune Day
15/7/07	UHPBC		Club Day
11/8/07	UHPBC		Test & Tune Day
12/8/07	UHPBC		Club Day
8/9/07	UHPBC	Yes	Windsor Spectacular
9/9/07	UHPBC	Yes	Windsor Spectacular

oooO END OF REPORT Oooo

SUPPORT SERVICES

Item: 190 SS - Exemption From Rating - 24 West Market Street, Richmond - (95496, 96332)

REPORT:

An application has been received from the Richmond RSL Sub - Branch requesting exemption from rating for the property known as 24 West Market Street, Richmond (Lot A Sec 8 DP 182902), Property number 9060.

The subject property consists of two meeting halls/rooms, together with male and female toilets, a small library, and a kitchen. There is a courtyard with commemorative plaques with names of military personnel. External noticeboards are also present, informing the public of upcoming events, and there are 10 parking places available.

The Richmond RSL Sub - Branch is a certified charity that operates a Day Care Club, which benefits the elderly, isolated and/or disabled members of the community. Application for rate exemption is made in accordance with section 556 (h) of the Local Government Act, 1993 which provides as follows:

> *"S.556 The following land is exempt from all rates, other than water supply special rates and sewerage special rates:*
>
> *(h) land that belongs to a public benevolent institution or public charity and is used or occupied by the institution or charity for the purpose of the institution or charity;*

It is recommended that exemption from rating be granted from 1 July 2006.

The rates for 2006/2007 are $672.84 and will need to be abandoned once the rate exemption is approved.

Conformance to Strategic Plan

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

> *"Objective: Ensure accurate determination of rating categorisations for assessments"*

Funding

Initial minor reduction in rate income, however, the exemption is a statutory entitlement.

RECOMMENDATION:

That

1. The Richmond RSL Sub - Branch be granted exemption from rating from 1 July 2006 for the property known as 24 West Market Street, Richmond
2. An amount of $672.84 be written off in respect of rates for the period 1 July 2006 to 30 June 2007.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 191 **SS - Policy for Payment of Expenses and Provision of Facilities to Councillors - Review - (95496)**

Previous Item: 356, Ordinary (15 November 2005)

REPORT:

Council's current policy in relation to the payment of expenses and provision of facilities to Councillors was last reviewed in the September 2005 and adopted in its current form by Council at its meeting of 15 November 2005.

Section 252 of the Local Government Act 1993 now requires a council, within five months after the end of each financial year, to adopt a policy in this regard.

Section 253 of the Act also details requirements to be complied with prior to such a policy being adopted or amended in the following terms:

> *"(1) A council must give public notice of its intention to adopt or amend a policy for the payment of expenses or provision of facilities allowing at least 28 days for the making of public submissions.*
>
> *(2) Before adopting or amending the policy, the council must consider any submissions made within the time allowed for submission and make any appropriate changes to the draft policy or amendment.*
>
> *(3) Despite subsection (1) and (2), a council need not give public notice of a proposed amendment to its policy for the payment of expenses or provision of facilities if the council is of the opinion that the proposed amendment is not substantial.*
>
> *(4) Within 28 days after adopting a policy or making an amendment to a policy for which public notice is required to be given under this section, a council is to forward to the Director-General:*
>
> *(a) a copy of the policy or amendment together with details of all submissions received in accordance with subsection (1), and*
> *(b) a statement setting out, for each submission, the council's response to the submission and the reasons for the council's response, and*
> *(c) a copy of the notice given under subsection (1).*
>
> *(5) A council must comply with this section when proposing to adopt a policy each year in accordance with section 252(1) even if the council proposes to adopt a policy that is the same as its existing policy."*

As can be seen from the above, as a council is required to "adopt" its policy each year it must advertise its proposals to do this on an annual basis, whereas, if a council wishes to make insubstantial amendments during the year it would not be required to advertise such a proposal.

The Department of Local Government has previously indicated that it will be issuing guidelines for the preparation of this policy, which will need to be complied in respect of any policy subsequently developed. However, to date the guidelines have not been issued.

Council's current policy has once again been reviewed and it is not proposed to suggest any changes from a management viewpoint.

A copy of the current policy, which has been circulated separately with this report will now need to be again placed on public exhibition for 28 days prior to its adoption by Council. This exhibition will need to be concluded and the policy adopted prior to 30 November 2006.

Conformance to Strategic Plan

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

> *"Objective: Establish processes that build community capacity to identify and respond to diversity and difference."*

Funding

No effect on the budget as provision has already been made to meet the expenses provided for within the policy.

RECOMMENDATION:

That in accordance with the requirements of Section 253 of the *Local Government Act 1993* the Policy for Payment of Expenses and Provision of Facilities to Councillors be placed on public exhibition for a period of 28 days.

ATTACHMENTS:

AT - 1 Copy of Policy for Payment of Expenses and Provision of Facilities to Councillors - *(distributed under separate cover)*.

oooO END OF REPORT Oooo

CONFIDENTIAL REPORTS

Item: 192 **SS - Lease of Suite 2, Deerubbin Centre to Kezron Holdings Pty Limited - (95496, 85288)**

Previous Item: 143, Ordinary - (10 May 2005)

Reason for Confidentiality

*This report is **CONFIDENTIAL** in accordance with the provisions of Part 1 of Chapter 4 of the Local Government Act, 1993, and the matters dealt with in this report are to be considered while the meeting is closed to the press and the public.*

Specifically, the matter is to be dealt with pursuant to Section 10A(2)(c) of the Act as it relates to details concerning the leasing of a Council property and it is considered that the release of the information would, if disclosed, confer a commercial advantage on a person or organisation with whom the council is conducting (or proposes to conduct) business and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.

In accordance with the provisions of Section 11(2) & (3) of the Local Government Act, 1993, the reports, correspondence and other relevant documentation relating to this matter are to be withheld from the press and public.

ordinary

section 5

reports of committees

SECTION 5 - Reports of Committees

ROC - Cultural Precinct Advisory Committee - 20 June 2006 - (97382)

The meeting commenced at 5.00 pm in the Tebbutt Room, Deerubbin Centre

Present:	Michael Ginnings	FoHAC and RAG (acting chair),
	Margarete Formanek	Education representative
	Glenda Ewin	Community representative
	Professor Ian Jack	Hawkesbury Historical Society
	Judy Newland	Hawkesbury Historical Society
	Johneen Hibbert	Community representative 5.30pm
	Robyn Bruce	Chamber of Commerce
	Ingrid Hoffmann	Hawkesbury City Council
	Cathy McHardy	Hawkesbury City Council
	Simon French	Community representative
	Alan Leek	Tourism Hawkesbury
Apologies:	Councillor Dianne Finch	Hawkesbury City Council
	Carolyn Kelly	Community representative
	Alan Aldrich	Hawkesbury Historical Society
	Graham Edds	HAC&RAG
In Attendance:	Joseph Litwin	Hawkesbury City Council
	Kathy Hassall	(Minute Taker)

REPORT:

RESOLVED on the motion of Johneen Hibbert and seconded by Margarete Formanek that the apologies be accepted.

It was noted that Alan Leek had been nominated by Tourism Hawkesbury Inc. to replace Michael Georgeson as its representative.

The acting Chair requested advice as to the provisions within the constitution regarding absence from meetings. The Executive Officer advised that the rules governing the meetings and the procedures of the Advisory Committee were broadly defined by Council's *Code of Meeting Practice*. The Executive Officer advised that clarification would be sought and further advice provided to the meeting. Johneen Hibbert requested that a letter be forwarded to Carolyn Kelly to seek advice regarding her attendance at committee meetings.

RESOLVED on the motion of Judy Newland and seconded by Simon French that a letter be forwarded to Carolyn Kelly seeking advice as to her continued attendance at committee meetings.

SECTION 1 - CONFIRMATION OF MINUTES

1. Matters Arising from Previous Minutes

The acting Chair requested information as to whether logo design for Regional Gallery stationery and envelopes had been finalised. The Gallery and Museum Director advised that proposed design had not yet been finalised and that when completed the stationary and envelopes would be produced in-house.

The acting Chair requested an update on the status of the proposed Stan Stevens Annexe to be located at Hall 3 in the Richmond Neighbourhood Centre. The Executive Officer reported that he is waiting to assess the potential for use before finalising, however the annexe is available for hire.

2. Confirmation of Minutes

RESOLVED on the motion of Ian Jack and seconded by Margarete Formanek that the Minutes of the Cultural Precinct Advisory Committee held on 18 April be confirmed.

3. Correspondence

The Gallery and Museum Director reported that a letter of thanks had been received from Rose Peterson following the Blake Prize opening.

SECTION 2 - REPORTS FOR DETERMINATION

Item 1 - Activity Report – Gallery and Museum Director

<u>Discussion</u>

Clarification was sought in relation to a number of matters contained in the Activity. These included the availability of chairs for staging of larger events, security arrangements within the informal Foyer exhibition area, future exhibitions, GEMS fundraising dinner, and process for advising schools of upcoming exhibitions.

***RESOLVED** on the Motion of Johneen Hibbert and seconded by Margarete Formanek that:*

1. The information be received.

Item 2 - Activity Report A/Library Manager

<u>Discussion</u>

Clarification was sought as to any planned further movie presentations and whether suggestions would be received regarding the type of movies presented. The A/Library Manager advised that suggestions could be forwarded the library to enable investigations as to the availability of the proposed movie.

***RESOLVED** on the Motion of Simon French and seconded by Judy Newland that:*

1. The information be received.

Item 3 - Hours of Opening - Deerubbin Centre Car Park

<u>Discussion</u>

Clarification was sought in relation to the matters raised in the Committee Report. There was discussion regarding the existing policy and time constraints applying to the Deerubbin Centre car park. The Executive Officer advised that the car park was regulated in accordance with the general policies and procedures applying to Council car parks. Committee members queried the possibility of implementing a specific procedure in relation to the Deerubbin Centre car park. The Executive Officer advised that this would have resource implications and that advice would need to be sought from the Manager Regulatory Services.

RESOLVED *on the motion of Ian Jack and seconded by Judy Newland that:*

1. The information be received.

2. The Committee to request that Council consider re-programming access cards for the use of community rooms within the Deerubbin Centre to provide for out-of-hours access to the Centre car park by user group (subject to the satisfactory resolution of security concerns).

3. A further report regarding the regulation of the Deerubbin Centre Car Park be reported to the Committee.

Item 4 - Hawkesbury Cultural Plan 2006-2011

RESOLVED *on the motion of Ian Jack and seconded by Judy Newland that:*

1. The information be received.

2. Draft Implementation Strategy to be reported to the August meeting of the Cultural Precinct Advisory Committee.

Item 5 - **Hawkesbury Cultural Precinct Advisory Committee Business Plan 2006-07**

RESOLVED *on the motion of Alan Leek and seconded by Margaret Formanek that:*

The committee accept the verbal recommendations of the sub committee not to proceed with the completion of the Hawkesbury Cultural Precinct Advisory Committee Business Plan 2006 –2007.

3. General Business

- The Gallery and Library will prepare a joint press release regarding the first birthday for the Deerubbin Centre next week.

- Interviews have been completed for the Cultural Managers position and an offer to the successful person will be made this week. It is expected that the position will be filled early in the new financial year.

- The possibility of an Activity Report from the Museum be incorporated into the Committee Business Papers. Ian Jack asked if the Historical Society could discuss this matter at their next meeting and report back on their recommendations.

- The draft Deed of Agreement between FoHAC-a-RAG and Council has been completed.

4. Next Meeting

The next meeting of the Cultural Precinct Advisory Committee would be held on Tuesday, 15 August at 5:00 pm in the Tebbutt Room.

The Meeting Closed at 6.30pm.

oooO END OF REPORT Oooo

ROC - Hawkesbury Bicycle and Access Mobility Committee - 10 July 2006 - (98212)

The meeting commenced at 4.35pm in the Meeting Room, Peppercorn Place.

Present:	Councillor Dianne Finch Jenni Bousfield Alan Aldrich Robert Bosshard Jane McCormick Doug Bathersby Richard McHenery Andrew Docking Mark Newton	(A/Chairperson) (RTA)
Apologies:	Councillor Leigh Williams Peter Rukin	
In Attendance:	Joseph Litwin (Executive Officer)	

REPORT:

RESOLVED on the motion of Doug Bathersby and seconded by Jane McCormick that the apologies be accepted.

SECTION 1 - CONFIRMATION OF MINUTES

1. Matters Arising from Previous Minutes

It was noted that Jane McCormick had been incorrectly minuted as an attendee at the Meeting held on 5 June 2006.

Executive Officer advised that capital works within Cycleways program for 2005/2006 had been completed.

Doug Bathersby advised that he was still in process of compiling list of possible cycleways for inclusion in proposed Access Mobility Plan Survey.

2. Confirmation of Minutes

RESOLVED on the motion of Alan Aldrich and seconded by Robert Bosshard that the Minutes of the Hawkesbury Bicycle and Access Mobility Committee held on 5 June 2006 be confirmed.

SECTION 2 - REPORTS FOR DETERMINATION

Item 1 – Status Report – July 2006: Notification of Operational Issues

RESOLVED on the motion of Mark Newton and seconded by Andrew Docking that:

1. The information be received.

Item 2 – Development of Hawkesbury Access Mobility Plan - Proposed Consultation Strategy

<u>Discussion</u>

- Recommendation that proposed survey be available on-line (Council web-site) and that advertisement be placed in Council Notices in Independent inviting residents to complete hard copy or electronic survey.
- Recommendation that students at Colo High School should be surveyed (as a sample).
- Recommendation that invitation be forwarded to BMX and Mountain Bike Clubs to participate on-line survey.
- Recommendation that Information Booklet also include reference to parents with strollers and safety at night.

RESOLVED on the motion of Jenni Bousfield and seconded by Alan Aldrich that:

1. The proposed consultation strategy be approved.
2. A draft survey instrument be developed for report to the Committee by 14 August 2006.

Item 3 – Response to Questions Without Notice (05.06.2006)

RESOLVED on the motion of Alan Aldrich and seconded by Jenni Bousfield that:

1. The information be received.

SECTION 3 - GENERAL BUSINESS

- Doug Bathersby tabled a *Notification of Operational Issue.*
- Alan Aldrich requested advice as to possibility of improving pedestrian safety on Windsor Rd (near Peppertree Centre and Burger King).
- Alan Aldrich requested information as to any proposed works to Macquarie Street as part of Windsor Master Plan.
- Doug Bathersby requested advice on RTA Program for cycleway across South Creek.
- Andrew Docking noted that cycleway works at intersection of Kurmond and Bells Line of Roads had been completed.
- Alan Aldrich requested information on recent work which has impeded access to disabled toilet at Sackville Ferry.

NEXT MEETING

To be held at 4.30 pm on Monday 14 August, 2006 at The Meeting Room Peppercorn Place, 320 George St. WINDSOR.

Meeting Closed at 5.35pm.

oooO END OF REPORT Oooo

ROC - Local Traffic Committee - 19 July 2006 - (80245)

The meeting commenced at 3.00pm.

Present:	Councillor B Bassett (Chairman) Mr T O'Brien, Office of Mr S Pringle, MP Mr J Christie, Office of Mr A Shearan, MP Senior Constable C Hamilton, NSW Police Service Mr R McHenery, Roads and Traffic Authority
Apologies:	Mr R Elson, Department of Transport
In Attendance:	Mr C Amit, Manager Design and Mapping Services Mrs J Hogge, Road Safety Programme Co-ordinator Mr T Shepherd, Administrative Officer, Infrastructure Services

SECTION 1 - Minutes

Item 1.1 Minutes of Previous Meeting

The minutes of the meeting held on 21 June 2006 were confirmed.

Item 1.2 Business Arising

Nil Business Arising.

SECTION 2 - Reports for Determination

ITEM 2.1 LTC - 19 July 2006 - Item 2.1 - Pedestrian Crossing Request - Porpoise Crescent, Bligh Park (Londonderry) - (80245)

REPORT:

Introduction

Representations have been received on behalf of Windsor Park Public School by its Parents and Citizens Association, requesting the installation of a pedestrian crossing in Porpoise Crescent, at its eastern intersection with Rifle Range Road, Bligh Park.

This matter was reported to the Local Traffic Committee at its meeting of 21 September 2001, and subsequently resolved by Council at its meeting of 9 October 2001 as follows:

"That:

1. *A pedestrian crossing not be installed.*
2. *A "No Stopping" sign be installed in Rifle Range Road (north western corner) at a distance 15 metres from the kerb intersection point and a closing "No Stopping" sign be installed in Porpoise Crescent at 10 metres from the kerb intersection point in order to improve the visibility of motorists so that pedestrians can cross Porpoise Crescent safely."*

The combined pedestrian and vehicle movements did not satisfy the minimum requirements as set out in the Australian Standard during the 2001 investigation.

General Conditions

The School is located on Rifle Range Road between Porpoise Crescent and Kentwell Drive, Bligh Park. There is a marked pedestrian crossing on a raised platform in Rifle Range Road, in line with the Main Entry/Exit gate. The intersection is within 30m of the existing pedestrian crossing.

Both roads are local urban roads, with Rifle Range Road between Samuel Street and Kentwell Drive being a collector road and Porpoise Crescent between Rifle Range Road and Therry Street being a minor distributor road.

The horizontal alignment of both Porpoise Crescent and Rifle Range Road in this vicinity consist of straight sections of road. Vertical alignment is not a consideration as the terrain is generally flat. The width of carriageway between kerbs for Rifle Range Road is 12m and for Porpoise Crescent is 11m.

The result of traffic volumes recorded in February 2006 were as follows:
Porpoise Crescent between Rifle Range Road and Therry Street: ADT = 556, and
Rifle Range Road between Samuel Street and Porpoise Crescent: ADT = 1040.

The current regulatory speed limit in this vicinity for both roads is 40 kph and further reinforced with a school zone. The 85% speeds recorded in February 2006 during the school zone times were within the speed limit.

Reference to the RTA Road Traffic Accident Database indicates no accidents at this intersection in the last five years.

Discussion

Traffic and pedestrian counts were recorded during the periods from 8.15am to 9.15am and from 2.30pm to 3.30pm on 25 May 2006 and are listed in Table 1.

Table 1

Time	Number of pedestrians (P)	Number of vehicles (V)	P x V
8.15 am to 9.15 am	51	73	3723
2.30 pm to 3.30 pm	81	70	5670

Minimum peak hour traffic and pedestrian requirements for the installation of a pedestrian crossing in accordance with AS1742.10 – 1990 under clause 6.2.2. are shown in Table 2.

Table 2

Time	Number of pedestrians (P)	Number of vehicles (V)	P x V
Peak hour	60	600	90 000

The traffic and pedestrian count details listed in Table 1 indicate that the conditions to justify the installation of a pedestrian crossing at this location have not been met.

Alternatively, the provision of a pedestrian refuge is not considered viable and would not conform to Australian Standard 1742.10-1990; *"Pedestrian Refuges are generally constructed on a wide or heavily trafficked roads where it is desirable to provide designated staging area for pedestrians."*

During the Traffic and Pedestrian count between 8.15am to 9.15am, it was observed that there was an additional 42 pedestrian movements along the eastern side of Porpoise Crescent heading towards the

School, coinciding with the crossing movements across Porpoise Crescent. Pedestrians were either crossing Porpoise Crescent further down or from within properties situated along the eastern side of Porpoise Crescent. A similar scenario was observed during the afternoon count. Further, the majority of pedestrian movements during the AM and PM counts were not impeded by the vehicle movements in and out of Porpoise Crescent. On most occasions pedestrians were able to cross the road without any delay.

The findings of the investigation have been discussed with a P&C Representative who acknowledges that there is no basis for the installation of a pedestrian crossing in Porpoise Crescent. It was suggested that the School, in consultation with Councils' Road Safety Program Coordinator, embark on a Road Safety Education Program for the students and, in particular, those students encountering this intersection on a daily basis.

RECOMMENDATION:

That:

1. A Pedestrian Crossing not be installed in Porpoise Crescent, Bligh Park, at its eastern intersection with Rifle Range Road.

2. Windsor Park Public School undertake a Road Safety Education Program for their students in consultation with Council's Road Safety Program Coordinator.

APPENDICES:

There are no supporting documents for this report.

ITEM 2.2 LTC - 19 July 2006 - Item 2.2 - Proposed Mail Zone – Windsor Street, Richmond (Londonderry) - (80245)

REPORT:

Representation has been received from Australia Post requesting the installation of a Mail Zone adjacent to Richmond Post Office located in Windsor Street, Richmond.

The location of the Mail Zone is requested to be adjacent to the eastern end of the Post Office and within the existing quarter hour parking zone.

Currently the existing Post Office boxes and Private Post Office boxes are located within the front wall of the Post Office, with street access for customers. Due to an increased demand for Private Post Office boxes, the existing Post Office boxes are to be relocated from the wall to the footpath, with Red Street Posting Boxes.

Due to OH&S requirements for their staff to clear the Street Posting Boxes, the establishment of the Mail Zone has been requested.

As outlined in Appendix 1 (Plan No. TR0014/06), it is proposed to convert six metres of quarter hour parking to Mail Zone (11.00am to 6.30pm Sun - Fri).

Council resolved to establish a quarter hour parking zone for 3 spaces at its meeting of 8 June 1999. The existing quarter hour parking zone is 24.3 metres long. After allocating 6 metres for the Mail Zone there is still 18.3 metres minimum which is adequate for 3 spaces. Therefore, a reduction of 6 metres will not adversely effect the short term parking requirements of Post Office customers.

The Bus Zone east of the quarter hour parking zone cannot be altered from its current location, due to Council resolution dated 11 April 1995, to provide access to through traffic which was being impeded by right turn traffic onto East Market Street.

Windsor Street is classified as a distributor road in Richmond. This section of Windsor Street, between East Market Street and West Market Street, primarily consists of commercial properties. The existing parking in this section of Windsor Street consists of approximately 282.3 metres of one hour parking and approximately 24.3 metres of quarter hour parking.

Therefore, it is considered that a reduction of 6 metres of parking length from the existing 306.6 metres would not have a major impact on parking capacity of this section of Windsor Street.

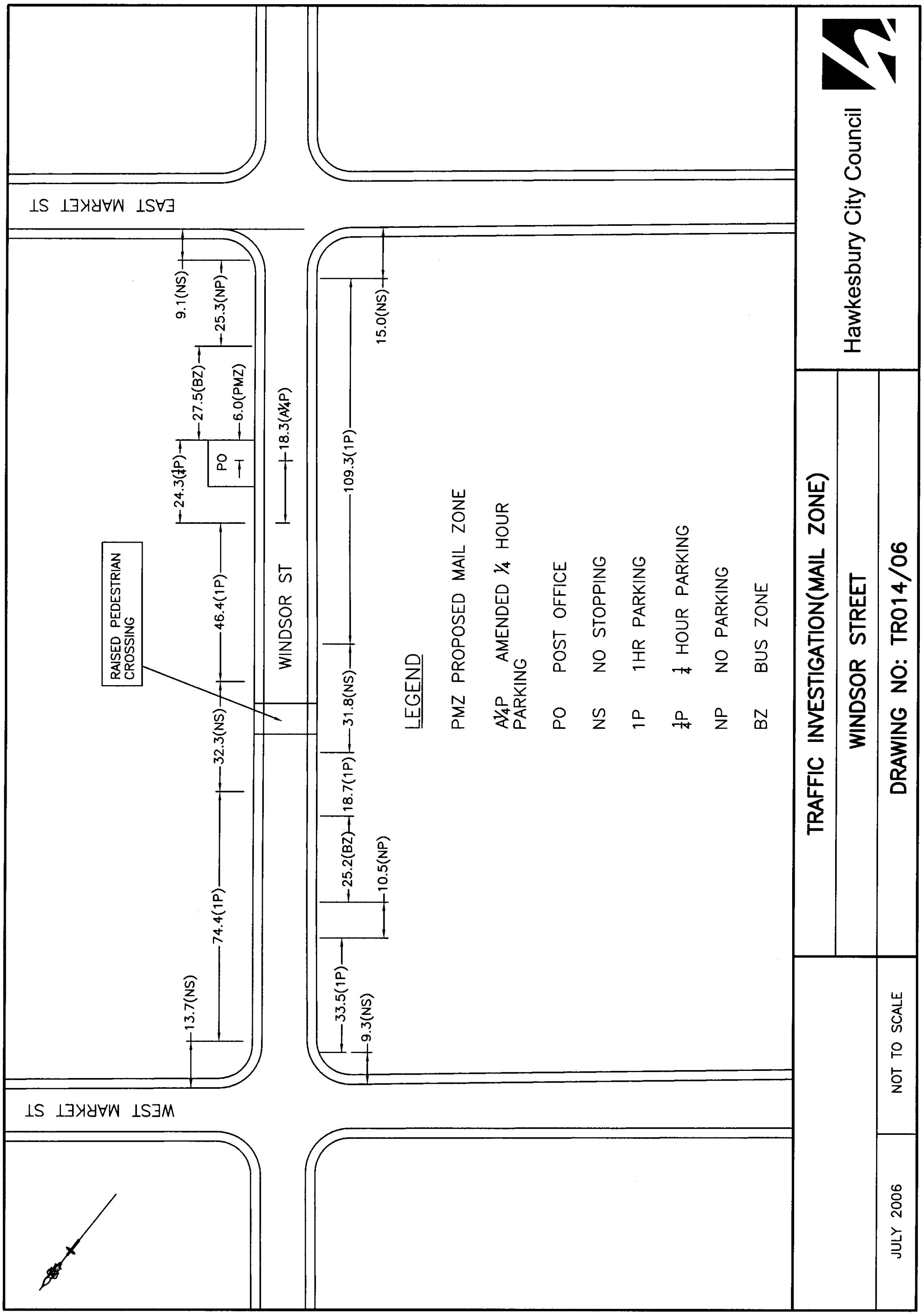
RECOMMENDATION:

That a 6 metre long Mail Zone (11.00am to 6.30pm Sun-Fri) be provided within the existing quarter hour parking zone, along Windsor Street in the vicinity of the Post Office, as per Plan No TR014/06.

APPENDICES:

AT - 1 Sketch Plan No TR014/06 - Windsor Street

APPENDIX 1 - Sketch Plan No TR014/06 - Windsor Street



ITEM 2.3 LTC - 19 July 2006 - Item 2.3 - Traffic calming – Alexander Street, Bligh Park (Londonderry) - (80245)

REPORT:

Representation has been received from Mr & Mrs Eather of 38 Alexander Street, Bligh Park raising issues relating to speeding vehicles along Alexander Street, school zone extension and pedestrian safety.

Mr & Mrs Eather have advised that vehicles drive at high speeds in the straight section of Alexander Street. Four accidents have been reported in 2004 & 2006 due to high speed of vehicles. It has been requested that consideration be given for the installation of road humps along Alexander Street to control the vehicular speed;

Alexander Street is classified as a distributor road in Bligh Park, extending from Colonial Drive for an approximate length of 1.175 kilometres. Alexander Street intersects with 8 local roads, plus the closed Flood Access Road: Wetherill Crescent (both ends), Fullerton Crescent (both ends), Selkirk Place, Surprise Crescent, Guardian Crescent and Neptune Crescent. The average width of the carriageway between the kerbs is 11.0 metres. The current regulatory speed limit is 50 kph. The horizontal alignment consists of straight sections and well-developed circular curves. Residential properties are located on both sides of the road, as well Bligh Park Public School, and a recreational reserve in the vicinity of Wetherill Crescent.

The wider appearance and the straight alignment (in some sections) of Alexander Street, tends to promote both excessive vehicular speeds and overtaking of vehicles. Traffic calming on this road currently includes barrier line marking, and a pedestrian crossing with a Flat Top road hump in the vicinity of the school. The RTA Accident Database indicates one injury accident and three minor accidents during the period from January 2001 to December 2004. Traffic volume and 85th percentile speed details on Alexander Street are shown in the table below (Table 1).

Table 1

Counter	Street / Location	ADT	85th percentile speed (kph)	Year
Counter 1	No 35 Alexander Street - Intersection with Selkirk Place	960	59	Feb 2006
Counter 2	No 46 Alexander Street - Between Selkirk Place and Surprise Crescent	846	55	Feb 2006

The 85th percentile speed recorded in the February 2006 count is higher than the current regulatory speed at both locations, being generally 5 & 9 kph higher.

As part of a Local Area Traffic Management Plan, it would be appropriate to mark edge lines with RRPMs to establish 2.5 metre wide parking lanes on both sides of Alexander Street for its entire length. This will create the perception of a narrow travelling lane (3.0m wide) for motorists, which will discourage speeding. Line marking treatment is considered a better option than the installation of road hump devices due to its cost effectiveness over the entire length of the road, and road humps may create future noise complaints.

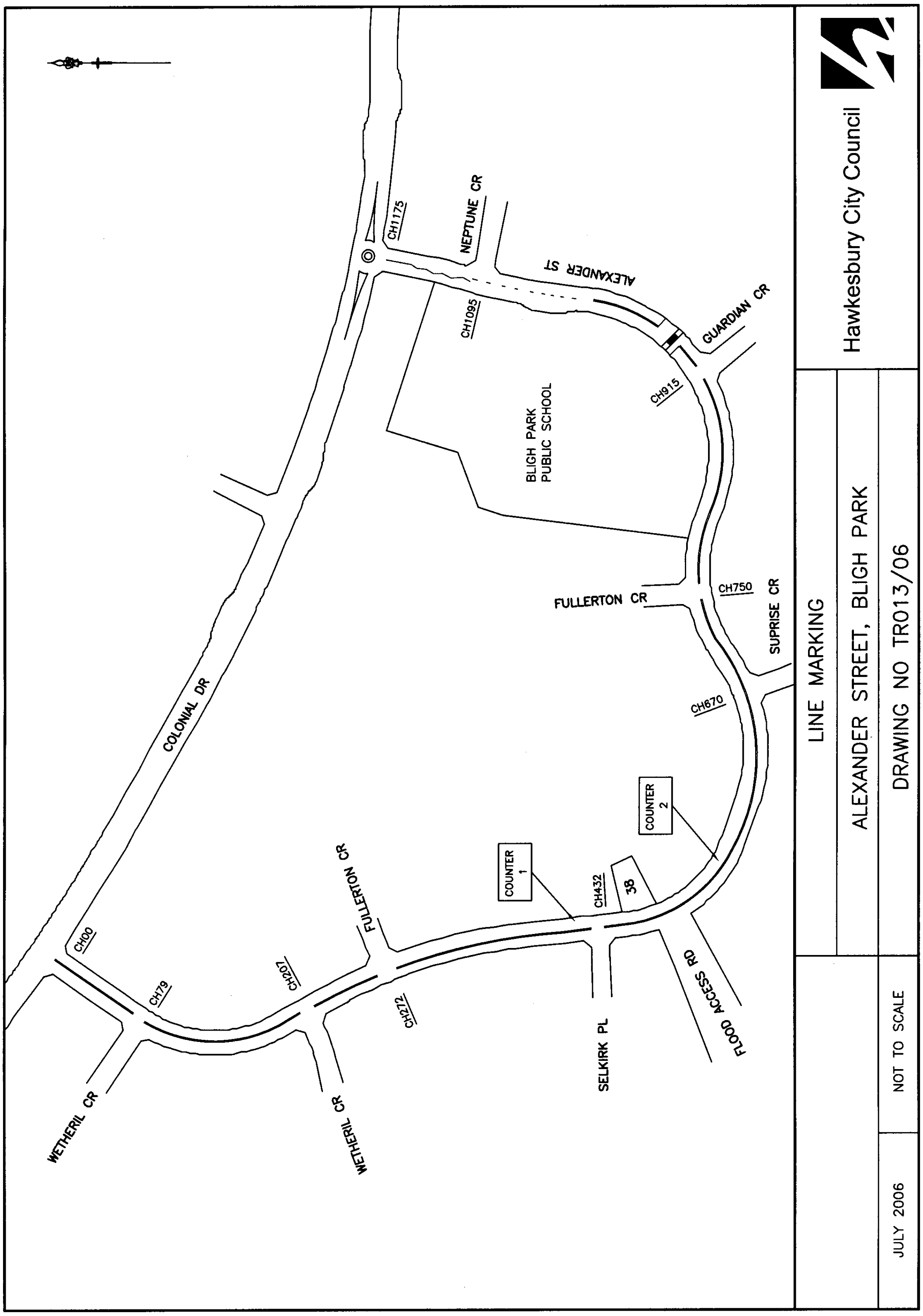
RECOMMENDATION:

That edge lines be marked to establish 2.5 metre wide parking lanes on both sides of Alexander Street for its full length and a speed survey be undertaken three months after installation of that edge line marking.

APPENDICES:

AT - 1 Sketch Plan No TR013/06 - Alexander Street, Bligh Park

APPENDIX 1 - Sketch Plan No TR013/06 - Alexander Street, Bligh Park



ITEM 2.4 LTC - 19 July 2006 - Item 2.4 - Yengo Endurance Ride – Parr State Recreation Area, Colo Heights (Hawkesbury) - (80245)

REPORT:

Introduction
An application has been received from Colo Rides Committee Inc. seeking approval to conduct an Endurance Horse Ride on 6 August 2006, generally within the vicinity of the Parr State Recreation Area, Colo Heights.

The application was received at Council on 13 June 2006 and incurred a late application fee. The 2005 event application was also submitted within a short time frame to process.

Event Details:

- Leg 1 - 40 kilometres

Start Colo Heights Reserve, proceed along the side track on Singleton Road. Turn left into Wheelbarrow Ridge Road. Proceed for approximately 2.95 kilometres and turn left into Grono Track, Parr State Recreation Area. The riders will travel the remaining 40 kilometres in the Parr State Recreation Area. The same path is used to return to the Colo Heights Reserve.

- Leg 2 - 40 kilometres

The second leg is optional for the riders. Similar to Leg 1.

The event organiser has advised that there will be approximately 80 - 100 horses participating in this event. The event is scheduled between the hours of 6.00am to 3.00pm. Refer to proposed event route (Appendix 1 - Drawing TR012/06)

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 may impact minor traffic and transport systems and there is a low scale disruption to the non-event community.

The event organiser is required to submit Traffic Management Plans (TMP) incorporating Traffic Control Plans (TCP) for the event.

Documents submitted with the application are contained in attached Appendix 2 (Dataworks Document No. 2265127). Approval from NSW Police is included within this application.

RECOMMENDATION:

That:

1. The applicant be advised that its current application is the second consecutive late submission imposing onerous administrative tasking on the Committee and the Committee suggests that future applications be submitted earlier.

2. The event planned for 6 August 2006, be classified as a “Class 2” special event under the “Traffic Management for Special Events” guidelines issued by the RTA.

3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.

4. 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.

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

Prior to the event:

a. the event organiser **submitting a Traffic Management Plan (TMP) for the entire route incorporating a Traffic Control Plan (TCP) to Council and the RTA** 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;

b. 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**; this Policy is to provide cover in relation to all aspects of traffic management as well as event activities within the Reserve;

c. the event organiser advertising the event in the local press stating the entire route of the event and 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 the advertising medium);

d. the event organiser notifying the details of the event to NSW Ambulance Services, NSW Fire Brigade / Rural Fire Service and SES at least two weeks prior to the event;

e. the event organiser obtaining approval from the National Parks and Wildlife Service (Department of Environment and Conservation) for the use Parr State Recreation Area;

f. the event organiser directly notifying relevant bus companies, tourist bus operators and taxi companies operating in the area and all the residences and businesses affected by the event at least two weeks prior to the event;

g. 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 by the event organiser prior to preparing the TMP and 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);

i. the event organiser submitting the completed "Special Event - Traffic Final Approval" form to Council;

During the event:

j. access being maintained for businesses, residents and their visitors;

k. a clear passageway of at least 4 metres width being maintained at all times for emergency vehicles;

l. all traffic controllers / marshals operating within the public road network holding appropriate certification required by the RTA;

m. the riders are aware of and are following all the general road user rules whilst riding on public roads;

n. 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;

o. the competitors and participants be advised of the traffic control arrangements in place prior to the commencement of the event; and,

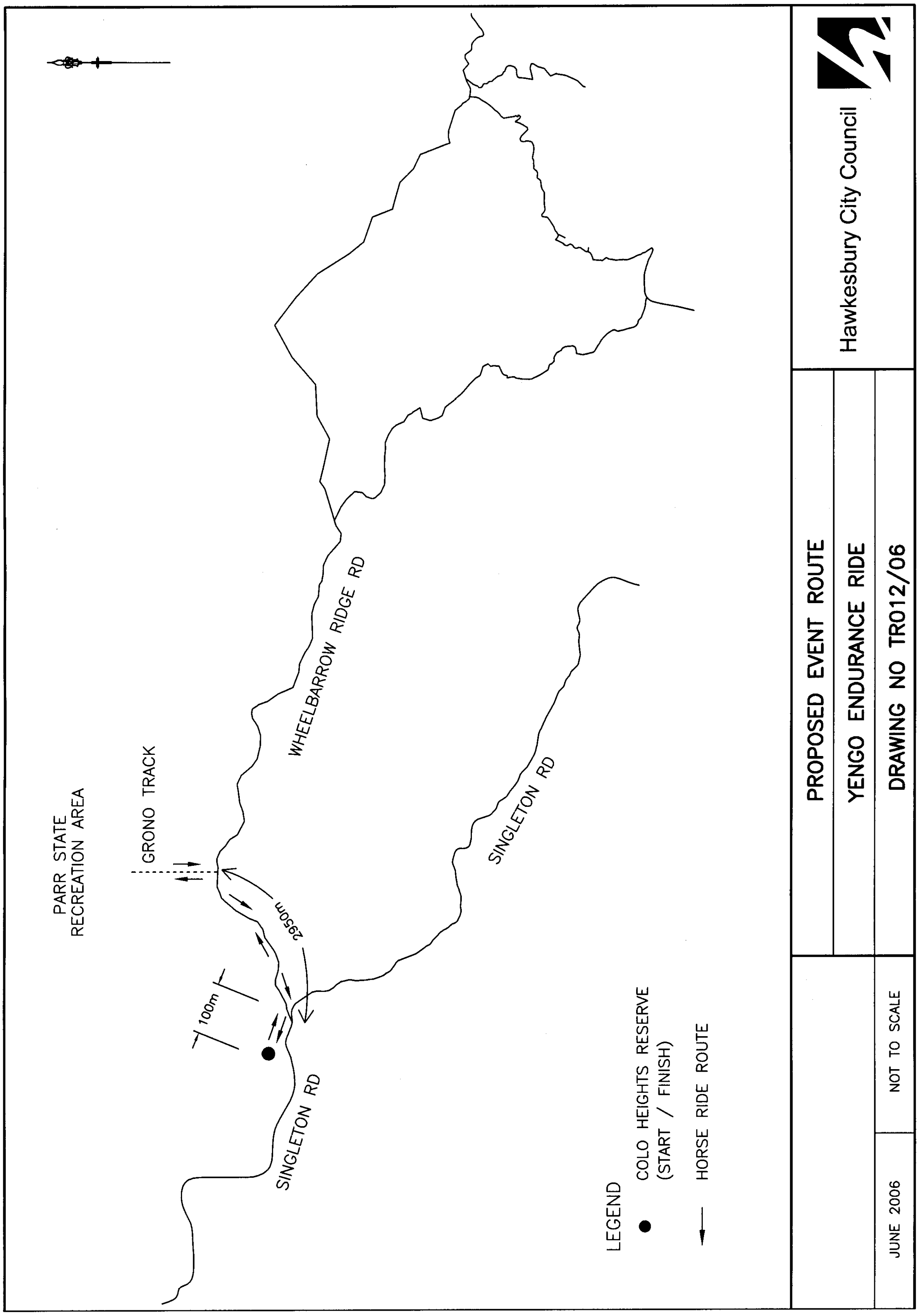
p. all roads and marshalling points are to be kept clean and tidy, with all directional signs to be removed immediately on completion of the activity.

APPENDICES:

AT - 1 Sketch Plan No TR012/06 - Proposed Event Route

AT - 2 Special Event Transport Management Plan Template - See attached (Dataworks Doc No. 2265127)

APPENDIX 1 - Sketch Plan No TR012/06 - Proposed Event Route



ITEM 2.5 LTC - 19 July 2006 - Item 2.5 - Pirasta/Windsor Riverview Shopping Centre - George Street Pedestrian Crossing (Hawkesbury) - (80245, 8736)

REPORT:

Correspondence has been received from Pirasta Pty Ltd, in relation to the construction of the Windsor Riverview Shopping Centre, to relocate the existing pedestrian crossing to a position approximately 30 metres in a northerly direction to the main entrance of the centre. The proposed relocation includes a narrowing on both sides of George Street to facilitate pedestrian access.

The existing crossing is located directly adjacent to what was the Colonial Arcade which gave direct access to what was the Hollands Paddock Carpark to George Street. It would seem appropriate now that the site, including the Colonial Arcade, has been redeveloped with access from the carpark via lift and travelator being directed towards the new entrance to the shopping centre, that the pedestrian crossing be relocated to this point.

RECOMMENDATION:

That approval in principle be granted to the existing pedestrian crossing in George Street, Windsor, being relocated approximately 30 metres in a northerly direction to the main entrance to the Windsor Riverview Shopping Centre as shown on Project No.1859 Drawing No.GD201, Issue P4, dated March 2006, and all necessary regulatory signage be put in place subject to the applicant:

1. Submitting a detailed plan of the precinct bounded by Fitzgerald/Suffolk/New/George Streets and The Terrace showing:

   a. all proposed parking/regulatory/advisory signage;

   b. general traffic manoeuvres within that precinct and particularly addressing access/departure manoeuvres to/from the Centre;

   c. all public access points, whether pedestrian/vehicular, particularly in relation to the carpark incorporated within the centre;

   d. loading docks including entry/exit points; and

2. Liaising with local bus and taxi companies regarding the proposed changes and submitting to Council a copy of the concurrence by each service provider.

APPENDICES:

AT 1 - George Street Footpath Design - Drawing No. GD201, Issue P3 *(To be displayed)*

ITEM 2.6 **LTC - 19 July 2006 - Item 2.6 - The Hawkesbury 120 Ski Race Classic (Hawkesbury) - (80245, 92138)**

REPORT:

Introduction:

An application has been received from Ski Racing NSW seeking approval to conduct the Hawkesbury 120 Ski Race Classic on Saturday, 2 and Sunday, 3 of September 2006.

Documents submitted with the application are contained in Appendix 1 (Dataworks document No: 2270531)

The Hawkesbury 120 Ski Race Classic is a New Event conducted in the Hawkesbury River,

Event Details:

- 01 September 2006: 10.00am - 4:00pm
  Vessel inspection at Hawkesbury Showground, Clarendon.

- 02 September 2006: 10.00am - 4:00pm
  From Governor Philip Reserve, Windsor to Sackville Ski Gardens, Sackville.

- 03 September 2006: 8.00am - 4:00pm.
  From Governor Philip Reserve, Windsor to NSW Ski Grounds Caravan Park(Known as NSW Ski Garden) at Wisemans Ferry

There are a variety of Ski events scheduled to be held in the Hawkesbury River on 2 September and 3 September 2006. The event will also utilise Governor Phillip Reserve.

Council resolved to grant the exclusive use of Governor Phillip Reserve for this event on 27 June 2006.

Ski Racing NSW has indicated that a vessels inspection event will be held on 1 September 2006 at The Hawkesbury Showground, Clarendon between 10:00am and 4:00am. The number of vehicles expected is approximately 100.

Traffic Management Issue

The Ski Racing NSW has informed the following in respect of this event:

a) Affected Streets are:

Racecourse Road at Clarendon: in the immediate vicinity of the Hawkesbury Showground
10:00am and 4:00pm on 1 September 2006

George Street, Windsor: between Bridge Street and Palmer Street from around
7:00am on 2 September 2006, and
6:00am on 3 September 2006

Arndell Street, Windsor: the full length from around
7:00am on 2 September 2006, and
6:00am on 3 September 2006

Palmer Street, Windsor: the full length from around
7:00am on 2 September 2006, and
6:00am on 3 September 2006

North Street, Windsor: the full length around
7:00am on 2 September 2006, and
6:00am on 3 September 2006

b) The effect on traffic is not expected to be significant.

c) It is expected that the event will impact only marginally on traffic using Windsor Road, Bridge Street, Macquarie Street and Wilberforce Road compared to the normal traffic during weekends.

d) As no road closures will be in place, there will be little effect on traditional afternoon peak hour southeast bound traffic on Windsor Road.

e) The Ski Racing NSW is expecting approximately 500 spectators on 2 September 2006 and 1500 spectators on 3 September 2006.

f) Parking will be at Governor Phillip Reserve with additional parking at Tebbutts Observatory for any additional overflow.

g) The number of vehicles of spectators and participants is approximately 150 to 500.

The Ski Racing NSW is seeking Council / RTA is seeking approval for the following Ferry Services conditions on 3 September 2006:

Lower Portland Ferry	9.30am – 3.00pm - Total suspension
Sackville Ferry	8.30am – 1.00pm - Reduced Capacity

Webbs Creek Ferry and Wiseman Ferry are located downstream to the NSW Ski Gardens, and subsequently the ferry operations are not effected.

Discussion:

<u>Traffic Issues</u>

Even though this event will be held along the Hawkesbury River and in the Governor Phillip Reserve, this event and the spectators travelling to the event may impact heavily on the state road network on Windsor Road, Macquarie Street, Wilberforce Road and Bridge Street and in particular the local roads such as George Street and Court Street as well as the Ferry services. It would be appropriate to classify this event as a **"Class 1"** special event under the "Traffic Management for Special Events" guidelines issued by the Roads & Traffic Authority given that perceived impact.

It will be necessary for the event organiser to lodge an application seeking approval to conduct the event with the NSW Police Service. A Traffic Management Plan (TMP) and an associated Traffic Control Plan (TCP) should be submitted to Council and the RTA for acknowledgement as this is a **Class 1** event.

Lower Portland Ferry Service is under the care and control of Hawkesbury City Council. Sackville Ferry Services is the under the care and control of the RTA and hence, the RTA approval be sought directly by the event organiser for the suspension of ferry services maintained by them.

RECOMMENDATION:

<u>Traffic Management</u>

That:

1 The event planned for 1, 2 & 3 September 2006 be classified as a **"Class 1"** special event under the "Traffic Management for Special Events" guidelines issued by the RTA.

2. The event organiser obtains approval from the RTA as this is a "Class 1" event.

3. The safety of all road users and personnel on or affected by the event is the responsibility of the event organiser.

4. 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.

5. 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 **submitting a Traffic Management Plan (TMP) for the entire route incorporating a Traffic Control Plan (TCP) to Council and the RTA** 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 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);

d) 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

e) 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**; this Policy is to provide cover in relation to all aspects of traffic management as well as event activities within the Reserve;

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;

g) the event organiser obtaining the relevant approval to conduct this event from the Waterway Authority; **a copy of this approval be submitted to Council**;

h) the event organiser notifying the details of the event to NSW Ambulance Services, NSW Fire Brigade / Rural Fire Service and SES at least two weeks prior to the event;

i) 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;

j) the event organiser directly notifying relevant bus companies, tourist bus operators and the taxi companies operating in the area and all the residence and business affected by the event at least two weeks prior to the event;

k) access being maintained for businesses, residents and their visitors;

l) a clear passageway of at least 4 metres width being maintained at all times for emergency vehicles; and,

m) the applicant undertaking a letter drop to all affected residents and businesses in proximity to the event, with that letter advising full details of the event;

n) the applicant contacting the Council's Construction and Maintenance Section three weeks prior to the event with regard to the suspension of Lower Portland Ferry service maintained by Hawkesbury Council;

o) the event organiser submitting the completed "Special Event - Traffic Final Approval form to Council

During the event:

p) access being maintained for businesses, residents and their visitors;

q) all traffic controllers / marshals operating within the public road network holding appropriate certification required by the RTA;

r) 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;

s) 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;

t) advise all adjoining Councils such as Gosford, Baulkham Hills, Hornsby of this event and in particular the ferry closures;

6. That the applicant seek RTA approval for reduced crossing of the Sackville Ferry Service; no objection is held to the suspension of the Lower Portland Ferry Service; suspension of the ferry services is subject to the applicant complying with the following conditions, as well as any conditions imposed by the Roads & Traffic Authority:

a) Advertising of the proposed event being undertaken at the expense of the Ski Racing NSW in Sydney and Local newspapers, two weeks prior to the event, in relation to :
- traffic impact and delays,
- exclusive use of Governor Phillip Reserve,
- timings of suspension of ferry services,

such notice is to be incorporated in the news sections of those newspapers and to be approximately 1/8 (one-eighth) page size;

b) signs be erected at the Ski Racing NSW cost in locations indicated in the approved Traffic Management Plan and Traffic Control Plan and at a size indicated in the same, on all roads leading to the ferries, as well as on each ferry, for at least two weeks prior to the event;

c) safety precautions as previously established are to be placed at all ferry locations, such to include a boat and crew downstream from each ferry with suitable equipment to indicate to competitors that a ferry may be operating and with communication between that boat and ferry vessel, such procedures are to be implemented to the satisfaction of the Waterways Authority and Hawkesbury City Council; and,

d) the Transport Management Centre, Roads & Traffic Authority be authorised to alter ferry suspension times if necessary.

APPENDICES:

There are no supporting documents for this report.

SECTION 3 - Reports for Information

Nil Reports for Information.

SECTION 4 - General Business

ITEM 4.1 LTC - 19 July 2006 - Item 4.1 QWN (80245)

Mrs J Hogge

REPORT:

Advised of representations received from the Occupational Health and Safety Committee, Rural Press Ltd, 159 Bells Line of Road, North Richmond requesting additional warning signs on Bells Line of Road at Rural Press Ltd to advise motorists of vehicles entering/leaving the property.

RECOMMENDATION:

That this matter be referred to the Roads and Traffic Authority for investigation.

ITEM 4.2 LTC - 19 July 2006 - Item 4.2 QWN (80245)

Mr J Christie

REPORT:

Tabled correspondence from Mr A Shearan, MP, making representations on behalf of Mrs W Middleton, 139 Lennox Street, Richmond, regarding vehicles parking in the 'No Stopping' zone adjacent to her premises.

RECOMMENDATION:

That this matter be referred to the Development Control Team for enforcement of parking restrictions.

ITEM 4.3 LTC - 19 July 2006 - Item 4.3 QWN (80245)

Mr J Christie

REPORT:

Advised of representations received seeking increased patrols by the NSW Police Service of the School Zone, Putty Road, Colo Heights.

RECOMMENDATION:

That this matter be deferred pending Mr J Christie ascertaining specific detail as to timings of alleged offences to enable further investigation.

ITEM 4.4 LTC - 19 July 2006 - Item 4.4 QWN (80245)

Councillor B Bassett

REPORT:

Tabled representations by Mr D Pullicin seeking installation of advisory signage on Putty Road in the Mellong/Tinda Creek locality, similar to that recently erected by the Roads and Traffic Authority at Colo Heights and also enquiring as to when the "Mellong" locality sign is to be erected.

RECOMMENDATION:

That the issue relating to installation of speed zone/advisory signage be referred to the Roads and Traffic Authority and installation of locality signage be dealt with administratively within Council.

ITEM 4.5 LTC - 19 July 2006 - Item 4.5 QWN (80245)

Councillor B Bassett

REPORT:

Enquired as to progress of Roads and Traffic Authority investigation in relation to removal of parking on the southern side of Bells Line of Road, North Richmond between Pitt Lane and Grose Vale Road and extension of the eastbound kerb-side lane on Bells Line of Road, North Richmond immediately west of Terrace Road.

Mr R McHenery advised that each issue was still under investigation by the Authority.

RECOMMENDATION:

That the information be received.

SECTION 5 - Next Meeting

The next Local Traffic Committee meeting will be held on Wednesday, 16 August 2006 at 3.00pm in the Large Committee Rooms.

The meeting terminated at 4.11pm.

oooO END OF REPORT Oooo

ordinary

meeting

end of
business
paper

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