Hawkesbury City Council

ordinary meeting business paper

date of meeting: 29 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.

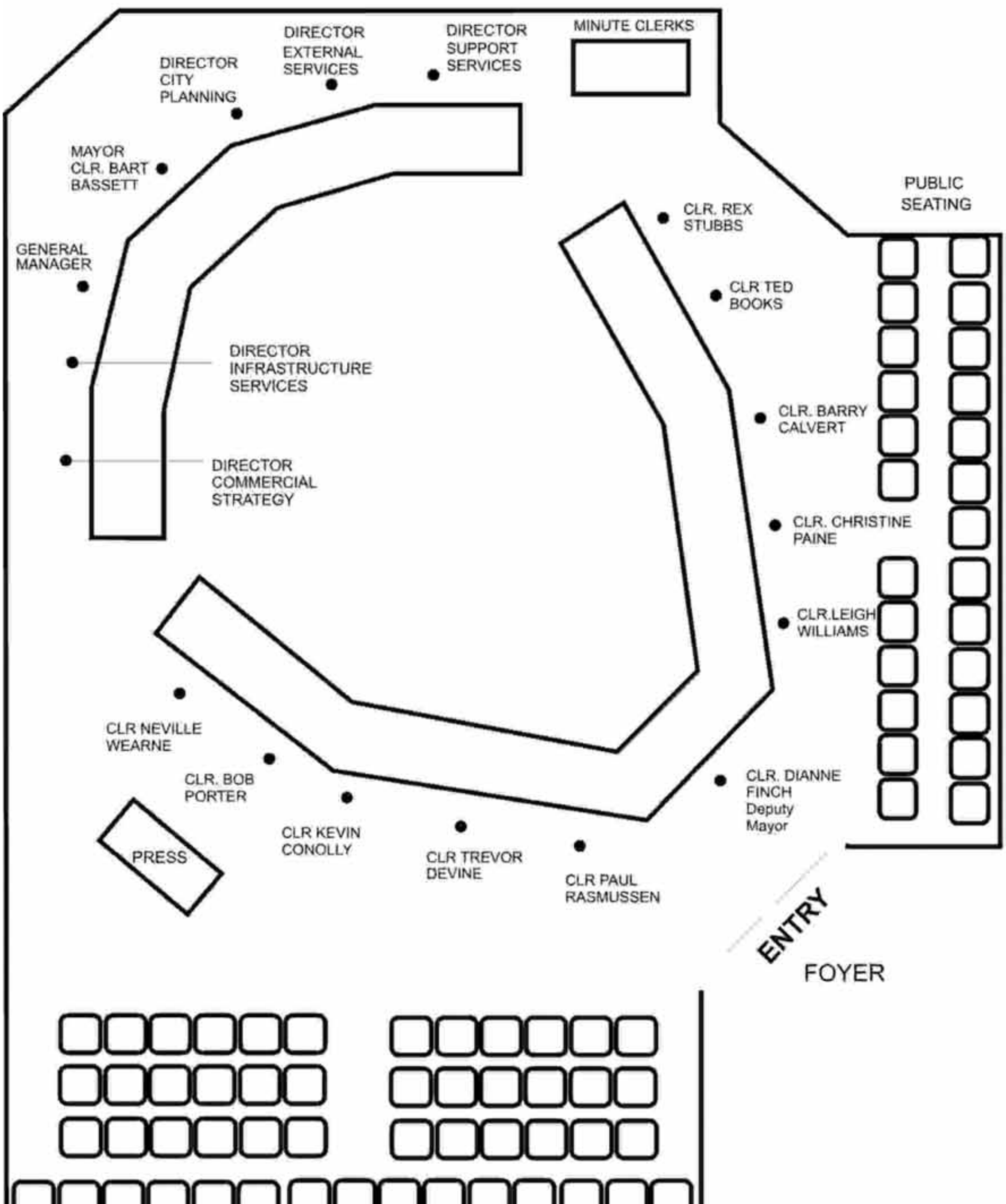
Website

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



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SECTION 1 - Confirmation of Minutes

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SECTION 3 - Notices of Motion

NM 1 - RAAF Richmond Economic and Social Impact Study - (95496, 80106)

Submitted by: Councillor P Rasmussen

NOTICE OF MOTION:

That Council:

1. Write urgently to the State and Federal Governments seeking an immediate allocation of funding and other expert assistance to enable Council to respond to the recently released RAAF Richmond Economic and Social Impact Study.

2. Write to the Minister For Defence seeking a six month extension of time for the completion of the Study.

3. Write to the State Government asking them to make available, on a priority basis, resources and expertise within the Department of State and Regional Development to assist Council in preparing action plans and gathering necessary data needed to respond and make submissions to this crucial study.

4. Prepare a comprehensive data analysis of the importance of the STAY Option to the local community.

5. Seek from the Minister For Defence as a component of this Study a detailed Memorandum of Agreement (MOA) between Council and Defence, which would manage and guide our future relationship and interdependence.

Background

- It has been clear for some time now that the Force Disposition Review (FDR) started in 2003 would deliver up some hard options for Government and that RAAF Richmond would be caught in its wide reach to identify efficiencies, economies of scale, and disposable revenue to Government. Defence like other Government Departments is under intense pressure to reduce or eliminate unfunded financial costs and spend more on capability development.

- It is also clear, under the Government agreed principles for Defence basing, that unless there is a good and compelling business case for RAAF Richmond to stay i.e. the long term costs of keeping RAAF Richmond going outweigh the costs of relocating it to say RAAF Amberley, Qld, then, the base would either GO or GO more slowly, either way it would GO eventually.

- The recently announced RAAF Richmond economic and social impact study has been given less than two months to develop fully three Options - The so-called STAY, GO or CAM Options. The STAY Option will see RAAF Richmond prosper and potentially grow ‘wings’ into a supportive Technology Park on UWS Clarendon lands and other base activities. The Go Option would see the base wound back operationally with possibly remnant activity continuing. This option would have the most significant long-term impact on the local community and economy – no more RAAF planes, very few if any Defence personnel! The so-called CAM Option would be a ‘slow’ version of the GO Option with the same long-term consequences.

- We need to engage in this study with all the effort, brain power and resources we can muster and NOT rely on somebody else serving up our future to us. We need to be totally across all the data and analysis, which supports the claim that RAAF Richmond is better staying than going. We need to ensure that we can present a compelling business case for keeping our local economy in tact and how it might be improved. We need to clearly understand the economic imperatives, assumptions and analyses presented to us, and we need to be prepared to question with strong validity any recommendations and conclusions which the Study might deliver. We need to be prepared to put up the best fight for our Hawkesbury that we can muster.

- We need time, expertise and resources to do this, and above all we need a solid framework within which to manage whatever future is determined for the base.

NOTE BY MANAGEMENT:

The purpose of the RFT documentation as released by the Department of Defence (DoD) is to procure the resources necessary to undertake the study as specified in the Statement of Work and to formulate plans that will assist Council to:

(a) secure future employment within the LGA with reference to the three options being considered for the RAAF Base; and

(b) identify business and/or partnering models that would ensure the most optimum planning and development outcomes.

Council has been most successful in obtaining agreement from the DoD to undertake this study in a manner that will assist Council in achieving its strategic aims.

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: 196 GM - Walk Against Warming - (79351, 101960)

REPORT:

The Nature Conservation Council of NSW has recently sent an invitation to all Councils to be involved in the promotion of the Walk Against Warming, which is to be celebrated across Australia.

The Walk Against Warming is being coordinated around the International Day of Climate Change Action on 4 November 2006. Walks are taking place in Sydney, Melbourne, Adelaide, Brisbane, Canberra and Cairns and other activities are also taking place in other cities and regional centres across Australia.

Walk Against Warming will be part of an International Day of Climate Action leading up to UN Climate talks in Nairobi, Kenya from the 6 - 17 November 2006. There will be synchronised large-scale events around the world to call on world leaders to take urgent action on climate change and for the world community to move as rapidly as possible to a stronger emissions reductions treaty that will be both equitable and effective in stabilising 'greenhouse' gases and preventing dangerous climate change.

This is the second Walk Against Warming, with the first successful international day of action held on 3 December 2005. On that day, thousands of people from cities and towns across Australia joined with many tens of thousands of people across the world in taking action to highlight the fact that much more needs to be done on climate change.

In Sydney, the vibrant, colourful event attracted more than five thousand people from all walks of life. Given the greater profile of the issue of climate change generally and the enthusiasm from those who assisted last year to help build this year's event, the organisation hopes to quadruple the numbers at this year's events. The details of the time and venue will be forwarded closer to the event.

Last year the Nature Conservation Council of NSW had the support of Leichhardt, City of Sydney, Marrickville, Randwick, Pittwater and Manly Councils. This year they hope to engage every Council across the Sydney region, and many in regional NSW where events are taking place.

Nature Conservation Council of NSW are seeking support for the event from each council to boost participation in Sydney and as a means to mobilise the community to take action on climate change. They are inviting all Councils to put forward the following motion:

"We will support the International Day of Action on Climate Change on 4 November 2006 by:

1. *Erecting a banner across local main streets informing residents about the International day of Action on Climate Change and the Sydney event on 4 November 2006.*

2. *Displaying posters and flyers about the event in all Council community venues.*

3. *Put media releases about the event in local papers and Council columns.*

4. *Writing to the PM, Deputy PM, Federal Opposition leader, Minister for the Environment and Shadow Minister of the Environment urging them to increase the Mandatory Renewable Energy Target to 10% by 2010, ensure Australia signs the Kyoto Protocol and commits to significant reductions in greenhouse gases and a clean energy future."*

Banners cost in the vicinity of $500 for five metre banners and $1000 for 10 metre banners with the additional cost of erection and removal. As this is not a local event and current budget constraints limit discretionary funding, it is recommended that all but the first part of the suggestion from the Nature Conservation Council of NSW be implemented. Posters and flyers can be placed in community areas if provided by the organisers.

In May 2004 Council produced the "Hawkesbury City Council Green Energy Strategy - Towards a Sustainable Hawkesbury" which formed the blueprint for Council's approach to reducing greenhouse gas emissions and energy costs in both its own operations and across the City.

A number of green house reduction programs were implemented over the years. The development of a Greenhouse gas reduction strategy reflects Council's leadership in environmental management, and its commitment to continual improvement in environmental performance. Council's Greenhouse reduction goals was to reduce corporate and community greenhouse gas emissions by 20% by 2010.

Council is currently undertaking a revision of its progress towards achieving these goals, the results of which will be available following release of the 2005-2006 State of the Environment Report in November 2006. Initial research indicates that Council has achieved a reduction to date that is close to the reduction goals set for 2010. As such, Council will be revisiting these goals during 2006-2007 as part its sustainability programs work, which may result in the endorsement of a revised set of goals extending beyond 2010.

Conformance to Strategic Plan

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

> *"Objective: Promote environmental awareness and encourage community participation in management of natural, cultural and heritage assets."*

Funding

There is no discretionary funding available to be able to support the full motion suggested by the Nature Conservation Council of NSW.

RECOMMENDATION:

That Council support the International Day of Action on Climate Change on 4 November 2006 by:

1. Displaying provided posters and flyers about the event in Council community venues.

2. Sending media releases about the event to local papers and place the event in a Mayoral column.

3. Writing to the PM, Deputy PM, Federal Opposition leader, Minister for the Environment and Shadow Minister of the Environment urging them to increase the Mandatory Renewable Energy Target to 10% by 2010, to ensure Australia signs the Kyoto Protocol and commits to significant reductions in greenhouse gases and a clean energy future.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 197 GM - Resource Considerations - (95497, 79351, 107)

Previous Item: 193, Ordinary (8 August 2006)
343, Ordinary (15 November 2005)
120, Ordinary (26 April 2005)

REPORT:

At the Ordinary Meeting held on 8 August 2006, Council considered staff resource requirements for non-rate revenue generation activities and resolved:

"That:

1. *The position outlined in this item be discussed at a stand alone briefing on Tuesday, 22 August 2006.*

2. *At that briefing session, Councillors are to have outlined to them the specifics of the planned "Revenue Generation" plans".*

This referral to workshop arose from the quarantining of funds by Council resolution of 2 May 2006 to give effect to the General Manager's delegated authority to reallocate priorities for new revenue generation.

In relation to revenue generation activities of significance, Council resolved at its Ordinary Meeting on 26 April 2005 in part:

"That:

(a) *Expressions of Interest be sought for the re-development of Council owned landholdings in Macquarie Street…;*
and
(b) That the Commercial Response Unit coordinate with other divisions of Council to explore market interest in the re-development of the landholdings in (a) above for the purpose of improving Council's return on assets including identifying incremental income opportunities".

Pursuant to this, Council at its Ordinary Meeting on 15 November 2005 resolved that:

"Consideration be given to the governance and management requirements of a public-private partnership project as stipulated by the Department of Local Government and how best to resource those requirements when contemplating the 2006/7 financial year budget for Council".

Proposal

A workshop held on Tuesday 22 August 2006, Councillors considered more than 29 concepts and strategies for developing non-rate income streams. It is proposed that Council releases the funds currently quarantined by Council's resolution of 2 May 2006 for the purpose boosting Council's capability to generate incremental revenue from non-rate sources.

Conformance to Strategic Plan

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

"Objective: Establish operational capacity to foster partnerships that support business innovation and investment."

Funding

All costs will be met from within approved budgets.

RECOMMENDATION:

That:

1. Funds currently quarantined by Council's resolution of 2 May 2006 be released for the purpose outlined in this report to give effect to the General Manager's delegated authority to reallocate priorities for new revenue generation.

2. Any appointment made under part 1 above be by way of a fixed-term performance-based contract.

ATTACHMENTS:

AT - 1 Report to Ordinary Meeting held on 8 August 2006 entitled: - GM - Staff Establishment (95497, 79351, 107)

AT - 1 Report to Ordinary Meeting held on 8 August 2006 entitled: - GM - Staff Establishment (95497, 79351, 107)

ITEM: **GM - Staff Establishment - (95497, 79351, 107)**

Previous Item: 85, Special Meeting (2 May 2006)

REPORT:

At the Special Meeting held on 2 May 2006, Council resolved in part:

> *"…The 2006/2007 draft Management Plan, incorporating Council's Strategic plan, Operational Plan, Budget estimates and Revenue Pricing Policy, be adopted with the following amendments*
>
> *(a) the additional position within the CRU not be pursued and these funds be quarantined pending the outcome of the public exhibition period…"*

And that:

> *"The General Manager reallocate priorities where necessary to achieve non-rate revenue generation outcomes."*

Council at its Special Meeting subsequently adopted the 2006/2007 Management Plan on 26 June 2006.

In light of Council now being advised by the Department for Local Government of its unsuccessful bid to secure a rate increase above the limitations imposed by rate pegging, it is now considered imperative that Council continue with its ongoing efforts to develop non-rate sources of income.

Funding for the additional position as identified above has been made possible through a range of initiatives undertaken by Council in recent times to improve its financial position. As previously reported to Council, at the divisional level (i.e., Commercial Strategy), total operating savings to Council of approximately $1.3M has been achieved in a little less than two years, with savings through avoided costs of approximately $1.2M forecast to accrue over the next three years.

Proposal

It is proposed that Council releases the funds currently quarantined by Council's resolution of 2 May 2006 to give effect to the General Manager's delegated authority to reallocate priorities for new revenue generation. As reported to Council at its Special Meeting of 26 June 2006, the 2006/2007 operating budget for the CRU has been reduced by some $275,000 (which is inclusive of the additional salary costs for the identified position) when compared with Council's original budget for local economic development prior to the CRU and a total saving of approximately $1.01M since the CRU was established.

Conformance to Strategic Plan

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

> *"Objective: Establish operational capacity to foster partnerships that support business innovation and investment."*

Funding

All costs will be met from within approved budgets.

RECOMMENDATION:

That funds currently quarantined by Council's resolution of 2 May 2006 be released for the purpose outlined in this report to give effect to the General Manager's delegated authority to reallocate priorities for new revenue generation.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

CITY PLANNING

Item: 198 **CP - Proposed Foreshore Building Line - Flinders Place and Shortland Close, North Richmond - (95498, 107)**

Previous Item: 162, Ordinary (25 July 2006)

REPORT:

This item was considered by Council on 25 July 2006 whereby Council resolved that the matter be further workshopped.

The matter was subsequently discussed at a Councillor briefing on 1 August 2006.

The previous report to Council is attached.

Conformance to Strategic Plan

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

> *"Objective: Investigating and planning the city's future in consultation with our community, and co-ordinating human and financial resources to achieve this future"*

Funding

There is no impact on the current project.

RECOMMENDATION:

That:

1. The exhibited foreshore building line be adopted.

2. For Planning Certificates issued for land affected by the foreshore building line a notation be included under the provisions of Section 149(5) of the Environmental Planning and Assessment Act 1979 advising of the adoption of the foreshore building line.

ATTACHMENTS:

AT - 1 Previous Report to Council - 25 July 2006

AT - 1 Previous Report to Council - 25 July 2006

ITEM: **CP - Proposed Foreshore Building Line - Flinders Place & Shortland Close, North Richmond - (95498, 107)**

Previous Item: 388, Ordinary (13 December 2005)

REPORT:

On 13 December 2005, Council considered a report regarding a proposed Foreshore Building Line (FBL) for certain properties along Flinders Place and Shortland Close, North Richmond, and resolved:

> *"That:*
>
> *Council propose a draft foreshore building line (FBL) which is based on a straight line measured 30m to the west of the rear boundaries of 5 - 11 Shortland Close and 13 – 37 Flinders Place, North Richmond and that this FBL be applicable to the erection of all buildings, other than Building Code of Australia Class 10 structures, between the FBL and the Hawkesbury River.*
>
> *The draft foreshore building line be publicly exhibited for a period of not less than 42 days and the matter be reported back to Council after the exhibition period."*

Public Exhibition

The proposed FBL was subsequently publicly exhibited for the period 22 March - 5 May 2006. Letters were sent to all affected and surrounding landowners (99 letters), and a notice was placed in the Hawkesbury Independent newspaper.

Council received two submissions as a result of the exhibition. A summary of the submissions is provided below.

> Stephen and Tracy Cullen - Owner 23A Flinders Place, North Richmond
>
> *"Our response is that we strongly object to the creation of the proposed foreshore building line.*
>
> *Currently the properties potentially affected by the proposal are subject to a merit based development assessment process. Any development in the areas proposed are subject to the considerations under the EP&A Act, and they are flood effected thus are limited in the development opportunities that generally restricts construction to Class 10 (BCA Classification) structures. As such, these sites are already burdened – why create more controls just for the sake of it?*
>
> *The purpose of the establishment of building line setbacks is to create and embellish a streetscape for an area as opposed to prohibiting any form of development. These sites adjoin a river front park for recreation purposes, and a river, which is the focus of the area. There appears to be no positive benefit in creating a foreshore setback that cannot be justified other than to limit or restrict development. In particular, when it is on the basis of a broad-brush approach using an arbitrary lineal measure. Experience demonstrates that such approaches are risky and tend to create more problems rather than resolve them.*
>
> *We would prefer that Council use their strategic resources on more meaningful endeavours such as the creation of a commercially viable and community supported Development Control Plan (DCP) for the North Richmond Shopping Centre in lieu of adhoc postage stamp development. The former North Richmond Police Station site is a disgrace. This situation may have been averted had there been a strong community based DCP in place. Such a plan*

should make allowance for development that improves the existing shopping centre, the mix, type, size and height of development (that includes medium rise residential occupancy), and an overall strategy for traffic management, and car parking that links all sites. The Bi-Lo roof top car park is a good example of "how not to do it" with poor linkages and poor use efficiency that places a greater strain on the existing centre street level parking.

Council, and the development planners are exposed to the ire of the community when development delivers the wrong outcomes for the lack of quality strategic planning.

We only ask that Council create some certainty for the community and encourage the development of a vibrant shopping centre mix at North Richmond.

The proposed Foreshore Building line is a meaningless and unwanted distraction for affected landowners – focus on what really matters for the North Richmond community and you will achieve the outcomes you are seeking with this proposal by default!

Mr and Mrs Cortese - Owner 27 Flinders Place, North Richmond

Is the proposed setback being sought by Flinders Place residents in an attempt to avoid any further development? It appears this may be the case.

Council in their report refers to some residents concerns about development at 31 & 31A Flinders Place, which was refused by Council. Accordingly, the development was refused under the current development assessment process and did not require an FBL for it to be rejected. As such the processes that are already in place dealt with this particular development.

Council should direct their resources on more pressing community based projects.

We trust Council's decision will be made with the view of retaining all residents' current liberties and entitlements with respect to any further development applications under the current development process.

Discussion

Limitations of Merit Based Assessments

The respondents are correct in saying that development (or redevelopment) of properties affected by the FBL would be subject to a merits based development assessment.

Such assessments would only occur in the event a development application being submitted to Council and assessments would be undertaken on an individual basis with potentially different staff and Council determining the applications.

Hence a merits based approach, does not provide any initial direction regarding Council's position, cannot guarantee any certainty or consistency of outcomes, and creates the potential for decisions of Council to be appealed at the Land and Environment Court.

Conversely a FBL as proposed would, prior to receipt of a development application, clearly articulate what types of development Council considers acceptable in this area and therefore, provided certainty for owners, developers and Council. A FBL will provide consistency and eliminate subjective assessments, which may be appealed by applicants and potentially objectors.

Purpose of the FBL

There are many ways Council can act to, as the respondents state, "create and embellish . . . an area". One such method is via a FBL. By its very nature the purpose and effect of FBLs is to prohibit development between the line and the affected water body. In this case the FBL will prohibit certain types of development between the line and the river however will also allow generally small scale development such as pools, gazebos and fences.

The Location of the FBL

The location of the FBL is not "arbitrary" as claimed by the respondents. It is based on examination of the furthest extremity of the existing building line and takes into consideration current approvals which have not been activated as well allowing reasonable development potential for vacant lots. The nature of flood affectation of these lots does not negate the need for a FBL as in certain circumstances dwellings houses could be built of land between the FBL and the river regardless of the flood affectation.

Other Strategic Projects

With respect to the North Richmond Shopping Centre area, Council has recently commissioned consultants to prepare a DCP for this area.

Conformance to Strategic Plan

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

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

Funding

There is no impact on the current project.

RECOMMENDATION:

That:

1. The exhibited foreshore building line be adopted.

2. For Planning Certificates issued for land affected by the foreshore building line a notation be included under the provisions of Section 149(5) of the Environmental Planning and Assessment Act 1979 advising of the adoption of the foreshore building line.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 199 **CP - Assessment of Development Applications and Lapsing of Development Consents - (95498, 96329)**

Previous Item: 149, Ordinary (11 July 2006)

REPORT:

Council received a report in this matter at its meeting of 11 July 2006 and resolved to seek comment by way of Council's newsletter and the matter reported back to Council. Notification was made in the Council newsletter and a single submission has been received.

This submission details six comments.

1. Council is to be commended for ensuring that an initial assessment is made within the period in which "stop the clock" provisions can apply.

2. The statement of response and the policy outlined is considerably more stringent than Mr Ryan's explanation to Council on 11 July 2006.

3. It is considered that the test of "reasonable" should be applied as required by the Act, in many cases 14 days and 7 days may not be appropriate, and some flexibility should be built into the policy. Due to the need to provide a response, it is further suggested that in the case of the "14" and "7" day letters, that this be by email, where a response is generated more immediately.

4. It is requested that a phone call/email 1 day prior to determination be considered as in the current policy.

5. The policy of not applying "credits" to a new application within 3 months will not encourage general simplification of applications, after amendment as the present policy provides.

6. The argument to reduce the time of the consent period from 5 years to 2 years with the ability to obtain a 1 year extension is erroneous for the following reasons.

   (a) The proposal of providing for extensions only increases the administrative load, when the current system is failing. How many letters now go unanswered?

   (b) The argument that standards change is not supported by the history of the current DCP or the DCPs prior to that, very little amendment has occurred to the basic structure, other than to add additional plans, not necessarily change current standards.

In response to the submissions the following information is required:

1. The respondent accepts the commendable suggestion for Council to ensure the initial assessment is made within the statutory period.

2. The applicant is concerned regarding whether all information required must be supplied within an initial 14 day period. The proposed policy was that a letter would be sent to the applicant asking for additional information and requesting a response within 14 days. If no response is received a further letter will be sent requesting the information within 7 days and suggesting withdrawal of the application. The first letter does not require all the information to be received by 14 days but a response from the applicant detailing a timetable for the provision of information must be supplied. It is essential to remember the application belongs to the applicant and it is their information that drives it. If the applicant chooses not to supply more information then the application should be determined on the information supplied. If the applicant wishes more time then a submission can be made to Council outlining the timeframe when the new information is intended to be supplied and

confirming that "stop the clock" provisions will apply for this timeframe. It is considered if this time frame expires the 7 day letter should then be sent and the application dealt with promptly. It is essential that the applicant is made aware of deficiencies in their application within the statutory time but it is also necessary for the applicant to manage their applications and supply Council with all information needed to meet the requirements of the Act within a reasonable timeframe. It is considered this paragraph may be expanded slightly which is taken care of in the recommendations to explain this more precisely.

3. This has been discussed above in terms of the requirement for the applicant to supply the information when required but as agreed that where possible the letters will be sent by email to facilitate action by the applicant.

4. It is not considered necessary to make a phone call to the applicant if the applicant has already received two letters and has failed to respond on both occasions. The application should be determined at the expiry of the 7 day period without further reference to the applicant to ensure that applicant's who have supplied sufficient information receive equitable access of staff time to process their applications.

5. In analysing an application to determine deficiency in information, considerable staff resources would be expended and therefore it is not considered appropriate that any more than a 50% refund can be given, given resources have been expended in the determination of the application to date. It is up to the applicant to endeavour to supply a full and complete application to Council initially and not to supply Council applications deficient with information in an attempt to delay Council determining the application unfavourably.

6. Whilst there have not been many major amendments to the Hawkesbury Local Environmental Plan recently, last week, however, with the Gazettal of Amendments 108 and 145, considerable change has taken place to the LEP and subsequent changes to the DCP are also quite significant. In the near future the conversion of the Hawkesbury Local Environmental Plan in the template format will facilitate another set of changes to the LEP and given the State Government's predilection to alterations to Planning Instruments, it is envisaged in the future that the Government will make changes to the template's standard provisions which could manifest in the changed implementation of a Local Environmental Plan. This therefore reinforces the need to have Development Consents only issued for 2 years with a 1 year extension.

The submission received by Council has resulted in some recommended changes to the policy. It is considered however that the general thrust of the policy should proceed without alteration.

Conformance to Strategic Plan

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

> *"A prosperous community sustained by a diverse local economy that encourages innovation and enterprise to attract people to live, work and invest in the City."*
>
> *"Sustainable and liveable communities that respect, preserve and manage the heritage, cultural and natural assets of the City."*

Funding

The impact on the budget will be assessed by the quarterly reviews.

RECOMMENDATION:

That the following practices be adopted in respect of lodgement of applications.

1. A preliminary assessment of a development application and the request for additional information be carried out within 25 days of the date of lodgement of the application.

2. The initial letter to an applicant for additional information or amendments will request a response within 14 days. Should the applicant propose an extended timeframe for additional information to be supplied, this extension must be considered reasonable in terms of resources devoted to the processing of the application before it is granted.

3. If no response is received after 14 days, a follow-up letter will be sent requesting the information within 7 days and suggesting withdrawal of the application.

4. If no response is received within the 7 days, or insufficient information and plans have been supplied, the application be determined on the basis of the information and plans submitted.

5. A refund of 50% of the development application fee will be offered when an application is withdrawn and this is exclusive of any fee that was paid for the Plan First Levy.

6. In all cases where possible communication with the applicant will take place both by letter and email.

7. Development consents issued by Council now lapse after 2 years.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 200 **CP - Strategic Planning Advisory Committee - Item 1 - Independent Inquiry into the Financial Sustainability of NSW Local Government - (95498, 91368)**

REPORT:

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

Conformance to Strategic Plan

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

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.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 201 **CP - Strategic Planning Advisory Committee - Item 3 - Metropolitan Strategy & Rural Planning Issues - (95498, 91368)**

REPORT:

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

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.

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:

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

4. Council continue 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 pursue the creation of the proposed Mayoral taskforce for the co-ordinated management of the rural and resource lands for the greater metropolitan area.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 202 **CP - Strategic Planning Advisory Committee - Item 6 - Council's Strategic Plan and Management Plan - (95498, 91368)**

REPORT:

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

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.

Comment

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.

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:

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

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

COMMERCIAL STRATEGY

Item: 203 **CS - Web Policy - (95497,79352)**

Previous Item: Ordinary (28 March 2000)

REPORT:

Council's current web policy was adopted at the Ordinary Meeting held on 28 March 2000.

Changing business needs dictate that an ongoing review of operational policies to maintain currency with applicable laws, technological changes and continuous improvement.

Proposal

It is proposed that Council adopt a revised Web Policy so that:

- communication policy may continue to reflect contemporary conditions
- the identity of the Council may be further strengthened through its website and its reputation enhanced in a consistent and coherent manner
- privacy issues and disclaimers can be better addressed

Conformance to Strategic Plan

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

> *"Objective: An informed community working together through strong local and regional connections ."*

Funding

Not applicable.

RECOMMENDATION:

That the Web Policy be adopted.

ATTACHMENTS:

AT - 1 Current Web Policy
AT - 2 Proposed Web Policy V1.0

AT - 1 Current Web Policy

Title	Web-Site Links and Referencing Policy
File no	GC230/044
Adopted	Ordinary
Dept.	Operation and Capital Expenditure
Last Revised	4/13/2000
Next revsion	9/30/2003
Keywords	website, links, email, internet, intranet
Archived	False
Policy	General In general Hawkesbury City Council web site will not contain commercial advertising, however it may contain references (including links) to a range of external entities. While the Hawkesbury City Council does not necessarily endorse, directly or indirectly, any referenced external entity, it must ensure that all references contained within the Hawkesbury City Council web site are in keeping with the Hawkesbury City Council's consistent and coordinated public image as a responsible provider of on-line information. In general all references (including links) to external entities on the Hawkesbury City Council web site will be of a non-commercial nature. It is intended that references will relate to: # Government organisations & sponsored events # Council organisations & sponsored events # Local; non-profit, charity, church, and educational organisations & events # or similar organisations & events Any local businesses or commercial organisations wishing to be referenced on-line should be referred to the Hawkesbury City Chamber of Commerce, who have a "Members Directory" page on their web site. Hawkesbury City Council reserves the right to decline or remove any reference or inclusion which it deems to be potentially; out-dated, inappropriate, inaccurate, misleading, misrepresentative, offensive or seditious. External entities may provide references or links to the Hawkesbury City Council web site, however this in no way in a statement of endorsement, directly or indirectly, of the entity by the Hawkesbury City Council. Users are advised to read the Hawkesbury City Council web site Disclaimer (and Copyright) statement.

AT - 2 Proposed Web Policy V1.0

PROCEDURE TEMPLATE

Process:	Web Policy V1.0	Issue Date:	29 August 2006
Procedure:	Not Applicable	Review Date:	7 August 2006
Number:	Leave Blank	Last Updated:	18 August 2006
Division:	Commercial Strategy	Responsible Officer:	Senaka Ariyasinghe - Chief Information Officer
Department:	Information Technology & Services	Authorised by:	Stephen Phillips - Director Commercial Strategy
Branch:	Not Applicable		

1.0 PURPOSE

To strengthen the identity of the Hawkesbury City Council's (Council) web site and to enhance its reputation in a consistent and coherent manner the Council has developed this official Web Policy.

2.0 SCOPE

Not applicable

3.0 ROLES AND RESPONSIBILITIES

Authorised Officer	Roles & Responsibilities
Chief Information Officer	Maintains this policy document
Web Policy Committee *(General Manager, Director Commercial Strategy, Manager Corporate Communications)*	Formulates and administers this policy document

4.0 GOVERNING POLICY/DOCUMENTS

Not applicable

5.0 INTERNAL CONTROLS

Not applicable

6.0 AMENDMENTS

All amendments or changes to this policy should be referred to the authorising officer.

7.0 POLICY

Introduction

Since its introduction, Hawkesbury City Council's (Council's) web site on the World Wide Web has become for Council one of the most important and most widely used communication channels for disseminating information to the public.

Because of the critical role the web site plays in Council's success, and given its strategic importance as a valuable and highly visible platform for informing many audiences about Council's activities, Council has developed this official Web Policy to strengthen its identity and enhance its reputation in a consistent and coherent manner.

The Web Policy Committee

The Web Policy Committee is a cross-functional team established to formulate and administer the web policy, and consists of the following Council staff members:

- General Manager
- Director Commercial Strategy
- Chief Information Officer
- Manager Corporate Communication

All enquiries regarding the Web Policy must be directed to the Web Policy Committee using webadmin@hawkesbury.nsw.gov.au.

Web Site Objectives

- To be consistent with Council's corporate identity and positioning.
- To be the communications medium of choice for providing the community with current, relevant and easily accessible information.
- To be the gateway for future Council e-commerce initiatives, such as online rates payments and self service offerings

Accessibility

Council is committed to providing site users with equal opportunity to access information on its web site. Council web authors should be socially responsible and use proper HTML syntax designed to permit easy and equal access for all, regardless of disability or technology.

Web Site Links and Referencing

In general the Council web site will not contain commercial advertising, however it may contain references (including links) to a range of external entities. While the Council does not necessarily endorse, directly or indirectly, any referenced external entity, it must ensure that all references contained within the Council web site are in keeping with Council's consistent and coordinated public image as a responsible provider of on-line information.

In general all references (including links) to external entities on the Council web site will be of a non-commercial nature. It is intended that references will relate to:

- Government organisations and sponsored events
- Council organisations and sponsored events
- Local, non-profit, charity, church, and educational organisations and events, or
- Other organisations and events that are consistent with strategic objectives

Any local businesses or commercial organisations wishing to be referenced on-line should be referred to the Hawkesbury City Chamber of Commerce, who maintains a "Members Directory" page on their web site.

The Council reserves the right to decline or remove any reference or inclusion that it deems to be potentially: out-dated, inappropriate, inaccurate, misleading, misrepresentative or offensive.

External entities may provide references or links to the Council web site, however under no circumstances should this be treated as a statement of endorsement, directly or indirectly, of the entity by the Council.

All enquiries regarding this matter should be forwarded to webadmin@hawkesbury.nsw.gov.au.

Advertising and Sponsorship

Given its primary positioning as an information dissemination tool for the community, the Council does not currently undertake banner advertising and sponsorship links on its web site.

Unacceptable use

Council considers the following activities as unacceptable practices on its web site:

- Spamming (sending unsolicited e-mail messages to others): Council will not allow the use of its web site and associated infrastructure resources for spamming purposes.

- Protecting legal rights of others: On its web site and associated infrastructure, Council will prohibit publishing of information about others without their consent; infringing of intellectual property rights and copyright laws; defaming a person or business; and knowingly placing code that can cause harm to a site user's computer.

Privacy

Council has an obligation to protect the privacy of site users. As such, the use of the following is highly restricted and regulated:

- Handling of information captured from a Council-hosted web site, including e-mail addresses, personal information

- Use of cookies

Limitation of liability

While every effort has been made to ensure accuracy and completeness, no guarantee is given, nor responsibility taken by Council for errors or omissions in the information.

The Council does not accept responsibility in respect of any information or advice given in relation to or as a consequence of anything contained herein. The Council does not accept any liability to any person for the information or advice (or the use of such information or advice) that is provided on this web site or incorporated into it by reference.

The information on the Council's web site is provided on the basis that all persons accessing the site undertake responsibility for assessing the relevance and accuracy of its content.

The information contained in the Council web site is not to be displayed except in full screen format. No liability is accepted for any information or services that may appear in any other format. No responsibility is taken for any information or services that may appear on any linked web site.

oooO END OF REPORT Oooo

EXTERNAL SERVICES

Item: 204 **ES - The Women's Cottage Rental - (73506, 80358, 79347, 95494)**

Previous Item: 319, Ordinary (1 November 2005)
349, Ordinary (15 November 2005)

REPORT:

This report has been prepared to seek Council's concurrence to a negotiated reduction in the rental subsidy provided to the Women's Cottage from the Community Donations budget.

Background

At its meeting of 1 November 2005, Council resolved to use funds from the Community Donations budget to pay 100% of the rental charges for the premises at 22 Bosworth Street, Richmond (commonly known as the Women's Cottage). The total amount of the rental subsidy to be provided from the Community Donations budget was $12,000 for the 2005/2006 financial year. Previous to this resolution, the annual level of subsidy was $6,000 - representing 50% of the rental charge for the property.

At the subsequent Council meeting held on 15 November 2005, a report was prepared for Council advising that there was a shortfall in the Community Donations and that sufficient funds were not available to meet commitments within the Community Donations Program. Council subsequently resolved to transfer funds from the Cultural Diversity and Community Harmony Program (which were allocated to support a number of community events including Youth Week, NAIDOC week, Seniors Week and Disability Awareness Day) to cover the shortfall in the Community Donations budget.

The 2006/2007 adopted budget did not contain provision for enhancements to the Community Donations budget. The 2006/2007 draft allocation for community donations was based on the assumption that all current programs and donations would be maintained at historic levels (with CPI adjustment). Previous to 1 November 2005, the Women's Cottage rental subsidy was based on 50% of an agreed amount (it should be noted that this negotiated amount is significantly below the market rental return which Council could derive from the property). Accordingly, funds allocated to the Community Donations budget were based on the requirement to cover 50% of the rental charges levied on the Women's Cottage.

Council's resolution of 1 November 2005, did not specify a time frame for the payment of a 100% rental subsidy. It was assumed that Council's intent was for the payment to revert back to the 50% subsidy, which had been in force prior to 1 November 2005. At the time Council was considering this matter, the Management Committee of The Women's Cottage had advised Council that a rental contribution of 50% of the current rental could reasonably be accommodated by their organisation.

Current Situation

Following the adoption of the 2006/2007 budget, Council staff have nominally allocated funds from within the community donations budget to meet the ongoing commitments within the program. Council will be aware that the community donations program is under review and a discussion paper has been placed on public exhibition. During the review period, Council has determined to maintain current commitments within the Community and Cultural Grants and Donations Program in the 2006/2007 financial year.

Extending the 100% rental subsidy for the Women's Cottage for the 2006/2007 financial year will require Council to identify a offset reduction of $6,000 within the community donations program. As a result, Council would not be in a position to maintain current commitments within the Community and Cultural Grants and Donations Program in the 2006/2007 financial year. Alternatively, Council would be required to re-allocate $6,000 from approved funds to support Youth Week, NAIDOC week, Seniors Week and Disability Awareness Day activities.

To resolve this situation, Council staff have liaised with the Women’s Cottage. The Women’s Cottage have indicated that they are in a position to meet 50% of the rental charges for the Bosworth Street property. The Women's Cottage has confirmed this advice in a letter to Council dated 16 August 2006 (Attachment 1).

The Management recommendation to provide an operating subsidy to the Women's Cottage (equivalent to 50% of the rental charges levied by Council) has been made in view of Council's previous resolution to financially support the Women's Cottage. Council should be aware that Council's continued financial support of the Women's Cottage effectively means that Council is subsidising the operation for this state funded agency.

Conformance to Strategic Plan

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

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

Funding

No impact on budget. The recommendation will enable Council to meet current commitments within the community donations and cultural diversity and community harmony programs.

RECOMMENDATION:

That Council endorse the negotiated agreement with the Women’s Cottage for the level of rental subsidy for the property at 22 Bosworth Street, Richmond, to be set at 50% of the rental charge, under the current lease, currently $120 per week, as from 1 September 2006.

ATTACHMENTS:

AT - 1 Letter received from the Women's Cottage dated 16 August 2006

AT - 1 Letter received from the Women's Cottage dated 16 August 2006

17.AUG.2006 10:00 0245782480 THEWOMENSCOTTAGE #0699 P.002 /002

The Women's Cottage

Hawkesbury Area Women's & Kids Services Collective Inc.

22 Bosworth Street (P.O. Box 305) Richmond NSW 2753
Phone: **02 4578 4190** Fax: 02 4578 2480
Email: womcot@pnc.com.au

16/8/06

Dear Joseph

Re :Recommendation for the Women's Cottage Rent to be set at 50% of the rental charge.

This is in response to the copy of the council report that was faxed to the cottage 10/8/06 with a recommendation that the Women's Cottage pay $120.00 per week from the 1st September 2006.

HAWKS management collective met on 14th August and agreed to the recommendation.

We would however request that this reduction be ongoing and that our rent be set permanently at $120.00 per week.

A permanent reduction would allow the organisation to pass on permanent benefits to Hawkesbury women and children who use our service, particularly in the area of domestic violence education, information counselling and support.

A decision to make this a permanent reduction by Hawkesbury Councillors would be a decision to support vulnerable women and children of the Hawkesbury area.

Yours sincerely

SPayne

Sharon Payne Women's Cottage Co-ordinator

On behalf of the Hawkesbury Area Women and Kids Service Collective

This Service is funded by the Dept. of Community Services
ABN: 12 756 046 044

oooO END OF REPORT Oooo

INFRASTRUCTURE SERVICES

Item: 205 **IS - Proposal for Improvements to Stormwater Drainage - No. 6 Florence Avenue, Kurrajong - (79344)**

REPORT:

The storm event in October 2005 caused a substantial amount of localised flooding, particularly in the Kurrajong area.

It can be appreciated that when the magnitude of a storm event exceeds the design capacity of a drainage system flooding will occur. Upgrading, the entire drainage system is not considered necessary, however, when dwellings are threatened some consideration needs to be given to drainage improvements. The dwelling at No 6 Florence Avenue, Kurrajong, was subject to a 500 mm wall of storm water against its garage wall. The owners are obviously very concerned and have appealed to Council for assistance.

A detailed investigation indicates that the construction of a piped drainage system in front of the subject property will divert a significant proportion of stormwater away from the dwelling. This project is estimated to cost approximately $24,500.

Funding for this project is to be secured from the Kerb and Gutter Reconstruction Budget within the current Capital Works Programme.

Conformance to Strategic Plan

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

> *"Objective: A network of towns, villages and rural localities connected by well-maintained public and private infrastructure, which supports the social and economic development of the City."*

Funding

Funding to be provided from the current Capital Works Programme.

RECOMMENDATION:

That:

1. Approval be given to construct a stormwater drainage system in front of No 6 Florence Ave, Kurrajong to alleviate localised flooding.

2. Funding in the amount of $24,500 be provided from the Kerb and Gutter Reconstruction Budget within the current Capital Works Programme.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

SUPPORT SERVICES

Item: 206 SS - Monthly Investment Report - July 2006 - (95496, 96332, 207)

REPORT:

The Local Government (Financial Management) Regulation requires that each month, details of all money that has been invested under section 625 of the Local Government Act, 1993 be reported to a meeting of Council.

The following tables outline the investment portfolio held by Council as at the end of July 2006. All investments have been made in accordance with the Act, Regulations and Council's Investment Policy.

July 2006

Investment Type	Balance B/fwd		Deposits	Withdrawals	Accrued Interest Reinvested	Balance End of Month	
Managed Funds	$21,373,734.17	*		-$2,000,000.00	$103,395.78	$19,477,129.95	**
On Call Funds	$3,100,000.00		$4,230,000.00	-$4,410,000.00		$2,920,000.00	
Term Investments	$930,000.00					$930,000.00	
TOTAL	$25,403,734.17		$4,230,000.00	-$6,410,000.00	$103,395.78	$23,327,129.95	

* Actual
** Anticipated closing balance. This may vary slightly depending upon final interest return advice.

Investment Commentary

The investment portfolio decreased by $2.08 during July 2006. The decrease is mainly due to no rates instalment being due during July and end of year payments being processed. Total income received during July amounted to $2.28m compared to expenditure of $4.63m in the same period.

Managed Fund performance was marginally better than the benchmark (UBS Australia) Bank Bill Index in July 2006 with an average return after fees of 5.99%, compared with the index of 5.83%. The managed funds portfolio has achieved a return after fees for the past 12 months of 6.05%, which outperformed the (UBS Australia) Bank Bill Index of 5.77% for the corresponding 12 month period.

Official cash interest rates remain unchanged as 5.75%.

The investment portfolio is diversified across a number of investment types. This includes a number of managed funds, term deposits and on-call accounts.

The investment portfolio is regularly reviewed in order to maximise investment performance and minimise risk. Comparisons are made between existing investments with available products that are not part of Council's portfolio. Independent advice is sought on new investment opportunities.

Conformance to Strategic Plan

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

"Objective: Maximise return on Council's investment portfolio"

Funding

Funds invested with the aim of achieving budgeted income in 2005/2006.

Lisa Desmond
Responsible Accounting Officer

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 207 **SS - June Quarterly Review - 2005-2006 Management Plan - (96332)**

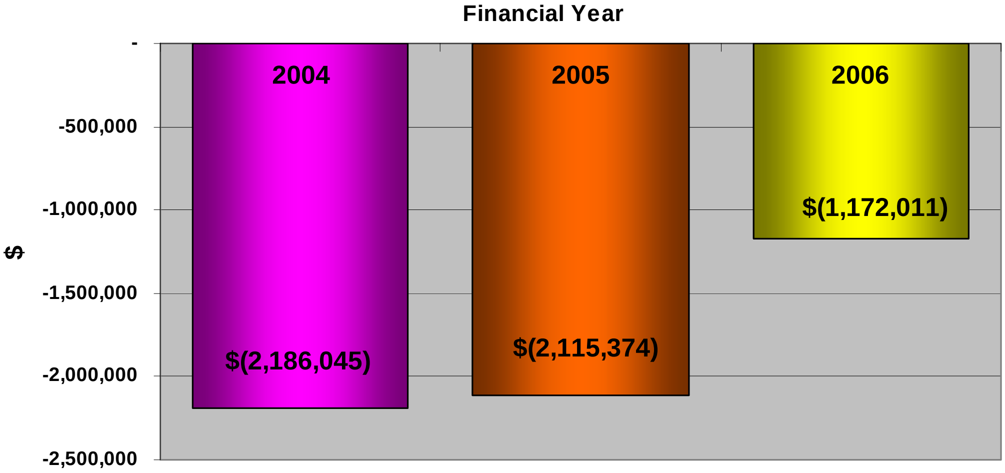
REPORT:

The June Quarterly Review of the 2005-2006 Management Plan is reported to Council in accordance with the requirements of the Local Government Act 1993 as amended. The review for the period ending 30 June 2006 has been completed and reports an estimated year-end surplus position of $234,000 subject to final audit.

This is largely attributed to better than expected rental returns based on business profit turnover and a late increase in building activity leading up to the end of the financial year. However, it should be noted that although this is a positive result for the June quarter, this additional revenue offsets previous quarterly review reductions in revenue of $355,000 bringing the net reduction in revenue for the year to $120,000.

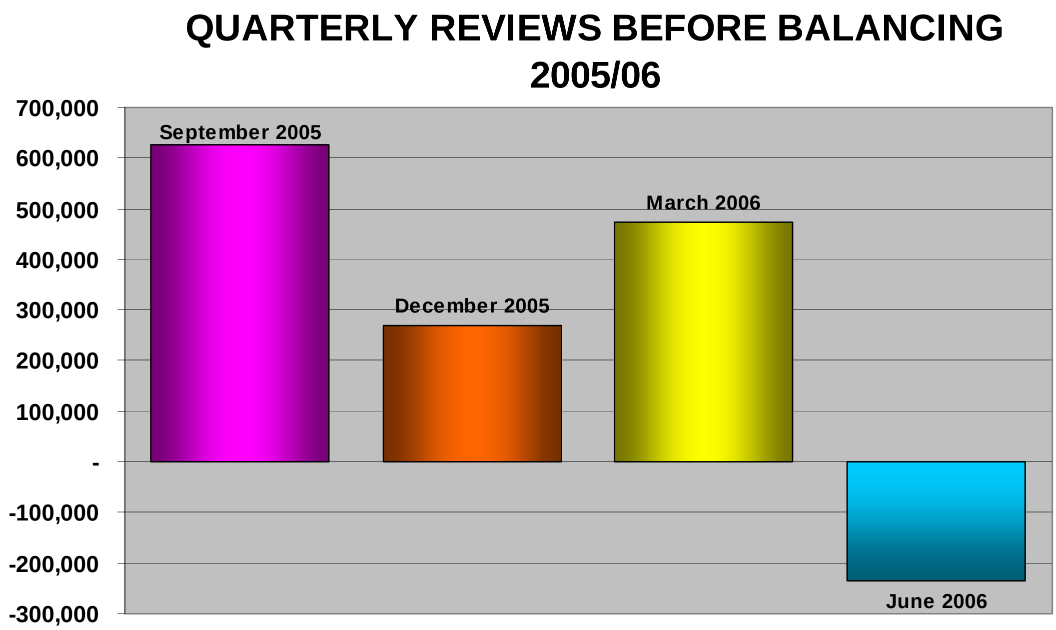
Although the total unfavourable adjustments for the 2005/2006 year before balancing the budget total $1,172,000, this equates to an overall reduction in unfavourable adjustments of $943,000 or 45% when compared with previous financial years where unfavourable adjustments in both the 2003/2004 and 2004/2005 year totalled over $2 million each year. This has been achieved as a result of Management implementing various cost reduction strategies during the year, by scrutinising budget estimates and implementing performance monitoring systems to maintain a balanced budget.

YTD ANNUAL POSITION BEFORE BALANCING



Although the year-end projected position results in a minor surplus of $234,000, it should be noted that this offsets previous quarterly deficit positions before balancing.

The major contributing factors to previous quarterly consecutive deficits this financial year is the reduction in revenue streams and increased operational expenditure against budget projections requiring capital works reductions to balance the budget.



The table summarises below the total reduction in revenue streams for the financial year of $218,000, which has been the result of a culmination of factors including:

- the continued downturn in the building and construction industry,
- a reduction in animal control fees the result of reduced income from life time animal registrations as the introduction of these fees taper off,
- a reduction in sewerage management fees, the direct result of insufficient resourcing to undertake inspections,
- a reduction in rental income projections due to property vacancies and initial leasing arrangements, and
- a reduction in interest earnings due to reduced levels of cash and property sales not eventuating to repay the internal loan.

Income	**Original Budget 2005/06**	**Actual 2005/06**	**Reduction $**	**Reduction %**
Building & Development Income	$ 1,331,430	$ 1,270,951	$ 60,479	5%
Animal Control	$ 400,841	$ 358,368	$ 42,473	11%
Sewerage Management	$ 185,824	$ 132,142	$ 53,682	29%
Rental Income	$ 1,488,622	$ 1,437,841	$ 50,781	3%
Interest	$ 1,196,034	$ 1,185,067	$ 10,967	1%
Total	**$ 4,602,751**	**$ 4,384,369**	**$ 218,382**	**5%**

This significant reduction in revenue streams throughout the year has been offset by reduced employee costs resulting from the implementation of a staff freeze for the majority of this financial year and the redundancy of staff positions.

In addition to this it has been necessary during the year to reduce capital works by $225,085 to balance the previous quarterly deficits. Although this strategy will alleviate short-term financial deficits, the continued implementation of this strategy i.e diverting funding from capital to meet operational requirements, will further compound the impact that limited funding has on the condition of Council's infrastructure.

Whilst Management has endeavoured to ensure that unfavourable adjustments do not continue in the 2006/2007 year 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.

Given the latest release of CPI data (4.00%) and Road Cost data (4.10%) and the continued pressure on maintaining an appropriate income vs. cost containment mix it is recommended that a Contingency Reserve be established and any available surplus after the final audit be transferred to that reserve. This will assist alleviating any potential unfavourable quarterly adjustments in the 2006/2007 year, including the estimated decrease in the Financial Assistance Grant.

Although, significant advances have been made to reduce operational costs in the short-term, this is not a sustainable strategy without future reviews on:

- Service level requirements;
- Capital works programming, prioritisation and rationalisation;
- Internal and external borrowings;
- Revenue generation; and
- Rates modelling and future rate increases.

to ensure the future sustainability of Council's infrastructure and long term financial position.

Carry Forward Projects

Council manages and maintains in excess of $357 million worth of assets and to date has spent $7.42 million of a $16.91 million capital budget with expenditure on the cultural precinct, road construction, fleet replacements, footpath and cyclepath replacements and parks furniture replacements. Based on the amount of outstanding capital works, it is estimated that $9.9 million worth of works will be carried forward, this represents 59% of the estimated capital works expenditure.

This figure includes a number of major projects which have not commenced due to funding shortfalls including the Museum $2.06 million and South Windsor family centre $0.54 million and projects recently programmed to commence early in the new financial year including extractive industry road works $0.94 million, roads to recovery $1.47 million, road construction and ancillary services $1.38 million, park facilities $1.12 million and community buildings $0.79 million.

The following table provides details on adjusted carry-forward amounts taking into consideration those major projects which have commenced in the 2005/2006 financial year but not due for completion until 2006/2007:

	Total Carryforward	Works Commenced	Works Not Commenced
Amount $	$9,948,331	$5,548,914	$4,399,417
% Carryfoward of Total Capital Budget	58.83%	32.81%	26.01%

A detailed list of the carry-forward projects are contained within the documents detailed as attachments to this report.

Conformance to Strategic Plan

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

> *"Preparation of quarterly reviews of management targets and financial information"*

RECOMMENDATION:

That:

1. The quarterly review of the 2005-2006 Management Plan and Financial Statement for the period ending 30 June 2006 be adopted, including the carry-forward projects.

2. A Contingency Reserve be established with any available surplus being transferred to this reserve to fund any future unforeseen budget adjustments or emergency expenditure.

ATTACHMENTS:

AT - 1 2005-2006 Management Plan Review - June Quarter - *(distributed under separate cover)*

oooO END OF REPORT Oooo

Item: 208 **SS - Richmond Golf Club - Execution of Legal Documents - (95496, 38630, 96333)**

Previous Item: 66, Ordinary (8 March 2006)

REPORT:

Council is the trustee of the Richmond Golf Course Reserve Trust (R81554), which is occupied by the Richmond Golf Club.

At the Ordinary Meeting of 8 March 2005, Council considered various issues regarding the lease and resolved in part, as follows:

> *"That:*
>
> *3. Council pursue the extension of the lease of the Richmond Golf Course by Richmond Golf Club Limited with the Department of Lands by way of either variation of the existing lease or the cancellation of the existing lease, and a fresh lease on the basis of the terms of either option, not exceeding the permissible 20 (twenty) years from the date upon which they become effective, with Council expressing its preference for a new lease of 20 (twenty) years".*

In relation to the abovementioned resolution, the matter was pursued with the Department of Lands which has subsequently agreed to a new lease of 20 years between Council (as the Richmond Golf Course Reserve Trust Manager) and the Richmond Golf Club Limited.

The lease was prepared by Council's Solicitors and subsequently approved by the Department of Lands and executed by the Director of the Richmond Golf Club Limited. It is now appropriate for the lease documentation to be executed by Council as the Richmond Golf Course Reserve Trust Manager.

To finalise the signing of the documentation in this matter, a resolution of Council is required to execute the subject documentation under the Seal of Council.

Conformance to Strategic Plan

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

> *"Objective: Processing of miscellaneous property matters, etc."*

Funding

No funding is required.

RECOMMENDATION:

That authority be given for any documentation associated with the lease of Richmond Golf Course, by Richmond Golf Club Limited, to be executed under the Seal of Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

CONFIDENTIAL REPORTS

Item: 209 **SS - 242 Windsor Road, Mulgrave - Lease to McDonalds Properties (Australia) Pty Limited - (95496, 96333, 33695) CONFIDENTIAL**

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 meeting

end of business paper

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