Hawkesbury City Council

ordinary meeting business paper

date of meeting: 28 March 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.

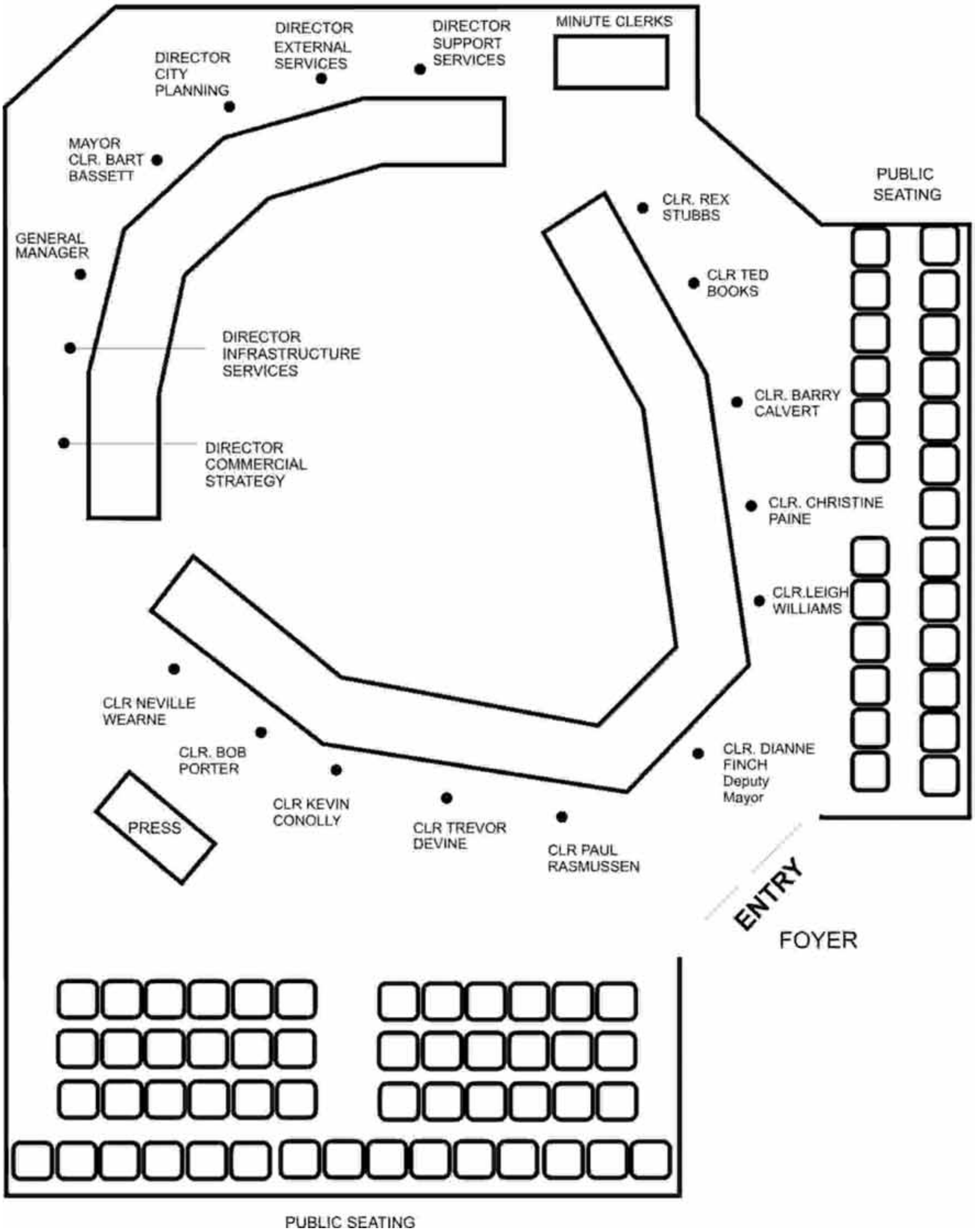
Website

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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GENERAL MANAGER

Item: 57 GM - Report Pusuant to Clause 2.2.2 (2) of Code of Meeting Practice - (79351, 80106)

REPORT:

Clause 2.2.2 (2) of Council's Code of Meeting Practice states:

> *" 2) The General Manager must not include in the agenda for a meeting of the Council any business of which due notice has been given if in the opinion of the General Manager, the business is (or the implementation of the business would be) unlawful. The General Manager must report (without giving details of the item of business) any such exclusion to the next meeting of Council.*

On 21 February 2006 at 10:22pm a Notice of Motion was forwarded by Councillor Rasmussen for consideration at the Ordinary Council Meeting.

On 24 February 2006, the General Manager advised Councillor Rasmussen that in the General Manager's opinion, and following legal advice obtained, the Notice of Motion could not be considered as part of the Business as it would breach the provisions of Clause 10.9 of Council's Code of Conduct.

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

There are no funding implications for this item.

RECOMMENDATION:

That Council note the General Manager's determination on the matter and this information provided pursuant to Clause 2.2.2 (2) of Council's Code of Meeting Practice.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 58 **GM - The Australian Local Government Women's Association (NSW) 2006 Conference, 4 - 7 May, 2006 in Coonabarabran - (79351, 95655)**

REPORT:

The Local Government Women's Association (NSW) 2006 Conference will be held 4 - 7 May 2006 in Coonabarabran, NSW.

The Theme for the 2006 Conference is "Women in Leadership Reaching for the Stars". The conference program has a very practical focus and includes presentations from key people involved in Local Government, community and business as well as an address by Robbie Sefton, a former Australian Rural Woman of the Year. The keynote speaker is Senator Judith Troeth.

Cost of attendance at the Local Government Women's Association (NSW) 2006 Conference to be held 4 - 7 May 2006 in Coonabarabran, NSW is $1,410.00 plus petrol expenses per delegate.

Budget for Delegate Expenses - Payments made

- Total Budget for Financial Year 2005/2006 $44,481.30
- Expenditure to date $24,990.00
- Budget Balance as at 15 March, 2006 $16,491.00

Conformance to Strategic Plan

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

> *"Investing 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 of nominated Councillors at the Local Government Women's Association (NSW) 2006 Conference to be held 4 - 7 May 2006 in Coonabarabran, NSW at a cost of $1,410.00 plus petrol expenses per delegate be considered.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 59 **GM - The Third International Local Government Asset Management Conference 2006, 26 - 27 April 2006 in Melbourne - (79351)**

REPORT:

The Third International Local Government Asset Management Conference 2006, will be hosted by the Municipal Association of Victoria (MAV) on behalf of Local Government nationally. The conference will be held Wednesday, 26 and Thursday, 27 April 2006 in Melbourne, Victoria.

The Third International Local Government Asset Management Conference acknowledges that, although Local Government has made big strides in asset management in recent years, many Councils still face a number of challenges. The 2006 Conference features:

- A number of highly relevant case studies from across Australia and New Zealand focussing on key asset management directions including the establishment of service standards, identifying good practice and responsibility for asset management.
- Tendering for asset management systems
- The real story with PPP's in Local Government
- The perspective of the Auditor-General on Local Government asset management
- The IGA process delivering future dollars to Councils in return for…..?
- Identifying what the community really wants.
- The Advanced Step Asset Management Program now spreading across Australia

Cost of attendance at the Third International Local Government Asset Management Conference 2006 to be held 26-27 April 2006 in Melbourne will be approximately $1,545.00 per delegate. Please note that this amount has been calculated with the inclusion of a fully flexible priced airfare to Melbourne. Costs may reduce if delegates elect to drive to Melbourne.

Budget for Delegate Expenses - Payments Made

- Total Budget for Financial Year 2005/2006 $44,481.30
- Expenditure to date $24,990.00
- Budget Balance as at 15 March, 2006 $16,491.00

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 of nominated Councillors and staff as considered appropriate by the General Manager, at the Third International Local Government Asset Management Conference 2006 to be held 26-27 April 2006 in Melbourne, Victoria at an approximate cost of $1,545.00 per delegate be approved.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

CITY PLANNING

Item: 60 **CP - Heritage Advisory Committee and Local Heritage Assistance Fund - (95498, 80242)**

REPORT:

Previous resolution of Council

On 14 June 2005 Council considered a report regarding Council's Local Heritage Assistance Fund. One of Council's resolutions was that:

> *Staff will review the criteria and role of [the] Committee and report back to Council before the next round of Heritage Grants*

Local Heritage Assistance Fund

Background

The aim of the fund is to encourage the retention and conservation of heritage items within the Hawkesbury through the provision of funds for conservation works.

Each year Council writes to owners of heritage items inviting applications for grants. Funding guidelines and application forms are available from Council's office in Windsor, via the post upon request, and on Council's website.

The funding guidelines identify the eligible proposals and assessment criteria. These have remained substantially unchanged since the inception of the grant program and generally follow the NSW Heritage Office template.

The time between the invitation and the closing date for applications is generally 2 - 3 months.

All applications are considered at once, by the Heritage Advisory Committee. The process typically involves elimination of proposals, which are considered to be inappropriate and/or beyond the scope of the fund, followed by a merits based assessment of the relative importance, priority and value of the remaining applications. The recommendations of the Committee are then reported to Council for adoption.

The grant program started in the late 1980s and has been conducted on a regular basis from 1996. Since 1996, 85 grants have been offered, representing a total $148,198.50 grant monies being offered.

Grants are typically offered for relatively small-scale works such as roof and gutter replacement, painting, verandah repairs, foundation repairs, damp proofing, fencing, and conservation management plans. Grants generally range between $500 and $3000.

In response to Council's resolution 14 June 2005 of the following funding options were presented to Council's Heritage Advisory Committee on 28 July 2005.

Option 1 - Change Nothing

Maintain the current system. All owners of heritage items except for government departments are eligible to apply for funding.

The guidelines state:

> *"Only projects involving appropriate conservation works will be eligible for assistance. Appropriate conservation works includes work involving the repair, maintenance or reinstatement of missing items on heritage buildings and items in the City. Examples of appropriate conservation work include traditional fences, verandahs, roof cladding and decorative detail.*
>
> *Projects not eligible for assistance include the purchase of a building, the relocation of a building, new additions or extensions or unsympathetic work. Assistance will generally not be provided where funding is reasonably available from another source, where assistance has been previously provided or where another project is yet to be completed."*

Priorities for funding are not identified within the current guidelines.

Advantages

Potential for a wide variety of applications to be considered on a merit based approach.

Disadvantages

No readily identifiable priorities for funding or rationale for distribution of funds. Decisions from year to year can be inconsistent.

Option 2 - Restriction Approach

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

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

Nominate a maximum (or fixed) grant amount eg Parramatta City Council adopts a maximum of $1000 and Baulkham Hills Shire Council adopts a maximum of $2000 - their grants are however available to all owners of heritage items except for government departments.

A number of options are available for a maximum/fixed grants program, eg 10 grants @ $2000 each, 5 grants @ $4000, 2 grants @ $10,000 each etc. The Committee will need to consider the relative merits of providing a few grants with a relatively substantial financial contribution from Council versus a larger number grants with a relativity small financial contribution from Council.

Advantages

Readily identifiable eligible applicants, priorities for funding and rationale for distribution of funds. Decisions from year to year should be consistent.

Disadvantages

Will limit type of applications to be funded and may preclude Council from providing funding to other worthwhile projects.

Option 3 - Flexible Approach

Option 2 with a separate amount be set-aside for special purposes at the discretion of the Committee.

The amount to be set aside could be determined after the initial round of fixed grants. The fund has a budget of $20,000 for 2005/2006. Any monies not allocated in the normal round of grants could be set aside in a special resource account and allocated on a needs basis for other worthwhile (but ordinarily ineligible) proposals that may arise from time to time. Examples of this might be assisting with urgently needed repairs to heritage items as a result of storm damage, flood and bushfires.

<u>Advantages</u>

As per Option 2 and will allow funding of other worthwhile projects.

<u>Disadvantages</u>

Will require additional explanation and promotion of special purposes grants. Special purpose projects would be assessed in isolation of other special purpose projects and may give rise "first in first served" distribution of funds.

Option 4 - Scorecard Approach

Upon agreement on priorities in relation to ownership, use of land, and type or works, applications could be then assessed relative to a scorecard. Below is a sample scorecard in which the applications with the highest combined score would be funded first.

Points	Ownership	Use of Land	Proposed Works
4	Private individuals, couples or groups	Owner/occupied residential, rural and environmental protection land	Structural stabilisation (eg repairs to footings, piers, and walls)
3	Churches, communities groups	Tenanted residential, rural and environmental protection land Agricultural Church, community use, cemetery	Weather protection (eg roof repairs, gutter and downpipe replacement
2	Trustees, companies, non government institutions	Retail Commercial Tourist	Repair of existing fabric or replacement of missing fabric (eg repair/replacement of deteriorated verandah flooring, weatherboard, chimneys)
1	Other	Other	Other (eg painting)

Three sample projects and their respective scores are provided below.

Application A - Pier repairs at an owner occupied residential property - 12 points

Application B - Stabilisation of a slab barn on a farm in company ownership - 9 points

Application C - Painting of a commercial property owned by a company - 5 points.

Hence, assuming that all project were considered to be appropriate projects they would be funded in the order of A (1st), B (2nd) and C (3rd).

As stated in Option 2, a maximum dollar amount could also be included with this option.

Advantages

Potential for a wide variety of applications to be considered on a merit based approach. Readily identifiable eligible applicants, priorities for funding and rationale for distribution of funds. Decisions from year to year should be consistent.

Disadvantages

Scorecard approach may be seen as unnecessarily complex.

Committee's Preferred Option

Whilst the Heritage Advisory Committee had insufficient members to form a quorum at their meeting of 28 July 2005, the members present favoured option 3 subject to the following being added:

> *Restrict applicants to only owner/occupied heritage listed residential, rural and environmental protection properties.*
>
> *Restrict eligible proposals to a limited range of priority works such as structural stabilisation, weather protection, and slab barns.*

Preferred Funding Option For 2005/2006 LHAF Grants Program

Given the above identified advantages and disadvantages it is considered that Option 3 - Flexible Approach represents the best option in terms of simplicity and clarity.

The recommended restrictions and priorities are as follows:

Ownership and Lands Use: Funding only available to owner/occupied heritage listed residential, rural and environmental protection properties.

Priorities of Funding: A. Structural stabilisation, B. Weather protection, C. Repair of existing fabric or replacement of missing fabric, D. Other

Maximum funding: $2500 (dollar for dollar)

Unallocated funds: Any monies not allocated in the usual round of grants be set aside in a special resource account and allocated on a needs basis for other worthwhile proposals (including ordinarily ineligible proposals) that may arise from time to time.

It is recommended the above approach be adopted for the 2005/2006 grants program and that the effectiveness of this approach be assessed at the completion of the 2005/2006 grants program.

Grant letter will be sent to heritage-listed addresses immediately following the resolution of Council on this matter.

Conformance to Strategic Plan

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

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

Funding

No impact on funding.

RECOMMENDATION:

That:

1. The preferred funding option, as detailed in the report be adopted for the 2005/2006 LHAF grants program, be:

    - Ownership and Lands Use: Funding only available to owner/occupied heritage listed residential, rural and environmental protection properties.

    - Priorities of Funding: A. Structural stabilisation, B. Weather protection, C. Repair of existing fabric or replacement of missing fabric, D. Other

    - Maximum funding: $2500 (dollar for dollar)

    - Unallocated funds: Any monies not allocated in the usual round of grants be set aside in a special resource account and allocated on a needs basis for other worthwhile proposals (including ordinarily ineligible proposals) that may arise from time to time.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 61 **CP - Comments on Social Impact Assessments (SIA's) for Gaming Machines - (95498, 96737)**

REPORT:

This report is to recommend that requests for comments on SIA's for Gaming Machines (Cat. 2) be referred to Council's Community Planning Advisory Committee for comment (as per Community Planning Advisory Committee meeting of 16 March 2006).

Since April 2002 the NSW Department of Gaming and Racing have introduced a more detailed Social Impact Assessment (SIA) requirement for Hotels and Registered Clubs wishing to increase the number of gaming machines in their venues (Gaming Machine Act 2001 and Clauses 33 to 40 of the Gaming Machine Regulation 2002).

Clubs submitting applications for additional gaming machines to the Liquor Administration Board (NSW Department of Gaming and Racing) are required to complete SIA's.

There are two classes of SIA's - Class 1 SIA's are for increases of 10 or less gaming machines in a 10 year period; Class 2 applications are for all other cases and require a more detailed SIA process. Class 2 applications must provide gaming statistical information and other demographic information on the area and the club/hotel is generally required to determine that:

> *"the overall economic and social impact of granting the application will not be detrimental to the community (ie. The people living in the LGA in which the venue is situated)."*

Class 2 applications require that a copy of the SIA must be provided to the local council (and other key social/health agencies) to provide them with the opportunity to comment. The SIA must also be exhibited by the hotel/club and advertised for a 30 day period to allow any written submissions to be made.

The Hotel/Club's application and SIA are forwarded to the Liquor Administration Board to review any submissions, assess the application against their eligibility requirements, and make a decision. It is the responsibility of the Liquor Administration Board to approve, amend or deny any applications - Council's role is limited to 'comment only' on the SIA and does not have any role/responsibility for determining the outcomes of applications.

In the last year Hawkesbury City Council staff have been asked to comment on a number of SIA's that have been submitted to the NSW Department of Gaming and Racing by registered clubs in the Hawkesbury area. To date Council staff have only commented on one Class 2 application for an additional 30 poker machines in North Richmond. The community consultations for this application indicated that there were no supporting stake-holders for this application and that all stakeholders indicated that problem gambling was increasing in the community. Stake-holders also listed a range of social impacts, issues, and other concerns including: increased gambling addiction; increased poverty; increased pressure on families (particularly children); increased incidents of homelessness, domestic violence, and an increased need for counselling/support services (family, youth and financial). For this reason Council staff did not support the submission.

Currently Council have been informed that a Class 2 SIA is being conducted for an additional 50 poker machines in the Richmond area. Initial responses are being sought and a survey is being conducted by the club. This information (when collated) will form an SIA document, which will be on display for 30 days for comment. Council staff have requested a copy of this report. Council staff have also identified a number of deficiencies in the information currently provided by the club's consultants.

The Liquor Administration Board considers the local council's are a valuable source of information for Social Impact Assessments through their social planning processes - providing statistical data, local knowledge and community connections, and consultation with disadvantaged groups and the general community.

The issues of SIA's on Gaming Machines was discussed at the February 2006 meeting of the WSROC Social Planners Committee. Based on the practice and experience of other Council's present it was agreed that best practice would be to develop a process where requests for comments on SIA's for Gaming Machines be referred to a relevant committee of council for a response.

Hawkesbury City Council's Community Planning Advisory Committee has adopted as part of its Constitutional objectives:

(2.b) "to provide advice and guidance to Hawkesbury City Council staff on equity & access issues including the review of publicly exhibited planning documents to ensure that Council programs address the social, economic and environmental needs of residents in the City of Hawkesbury;"

(2.c) "to provide advice and guidance to Hawkesbury City Council staff on social issues impacting on residents of the City of Hawkesbury and, where required, to recommend actions for Council's consideration in relation to these matters;'

As the requests for comments on SIA's for Gaming machine are not a regulatory requirement it is recommended that Council adopt a procedure for commenting on SIA's from Hotel & Clubs to the Liquor Administration Board and that this be in consultation with Council's Community Planning Advisory Committee (CPAC).

At its meeting on 16 March 2006, Council's Community Planning Advisory Committee agreed to make the following recommendations to Council regarding its role in assessing SIA's for Cat. 2 applications for gaming machines to NSW Department of Gaming & Racing.

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 for the City's Future in consultation with our community, and coordinating human and financial resources to achieve this future."*

Funding

No impact on funding.

RECOMMENDATION:

That:

1. Requests for comments on SIA's for Category 2 applications to the Liquor Administration Board (NSW Dept. Gaming & Racing) for Gaming Machines applications in the Hawkesbury area be referred to the Community Planning Advisory Committee.

2. The Community Planning Advisory Committee be requested to develop procedures for addressing requests for comments on SIA's for Category 2 applications to the Liquor Administration Board (NSW Dept. Gaming & Racing) for Gaming Machines applications in the Hawkesbury area.

3. That Council to write to the Minister of Local Government, requesting that consideration be given with regards to Council being more actively involved in the final outcomes of SIA applications submitted to the NSW Department of Gaming and Racing, for determination.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 62 **CP - Hawkesbury Futures Demographic Study - (95498)**

REPORT:

At Council's Ordinary Meeting of 28 February 2006, Council resolved to retain the allocation of $20,000 for the Heritage Grants Program rather transfer these funds to Social Planning - to fund the full cost of the Hawkesbury Futures Demographic Study.

The full cost of the Demographic Study by the preferred applicant (Census Applications Pty. Ltd.) was $31,200. The allocated budget for social planning is $10,000.

This item was reported to Council's Community Planning Advisory Committee on 16 March 2006.

The committee would like to recommend to Council that some aspects of the study be undertaken by Council staff with the purchase of relevant demographic software. The committee also recommended that the consultant may be willing to undertake the more complex aspects of the study within the current budget and work closely with council staff in collating and analysing the findings.

COMMITTEE RECOMMENDATION:

That:

1. Council staff discuss with the preferred consultant what can be achieved within the current budget of $10,000 and their willingness to work with Council staff on analysing and collating the study.

2. Council purchase the relevant software to undertake some aspects of the study 'in-house'.

3. Council staff review and provide to Committee members any available regional data, to obtain comparisons between LGAs.

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 for the City's Future in consultation with our community, and coordinating human and financial resources to achieve this future."*

Funding

Current budget remains at $10,000.00.

RECOMMENDATION:

That only the $10,000.00 allocated within the current budget be expended on the Hawkesbury Futures Demographic Study, including the purchase of appropriate software.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 63 **CP - 203 Cattai Road, Pitt Town - Amendment 145, Hawkesbury Local Environmental Plan - (95498, 7972)**

REPORT:

Council has received a request from Mr P Dunesky on behalf of his father, concerning their property at 203 Cattai Road, Pitt Town and it's partial inclusion in Amendment No. 145, where part of the property will be zoned Rural Housing. This matter has been reported to Council as requested via email transmission received from Councillor Rasmussen on 17 March 2006.

Council received an email transmission from Mr Dunesky on 20 February 2006, which was responded to on 24 February 2006. Both these items of correspondence are attached. Further correspondence was received at Council on 16 March 2006, a copy has also been attached.

The primary point of the first letter was to request Council to remove the property from the effects of Amendment No. 145 to the Hawkesbury Local Environmental Plan, which would rezone part of the land to Rural Housing as part of the Pitt Town rezoning. An extract of the map associated with this draft plan is attached.

Mr Dunesky was advised that in light of Council's previous resolutions on matters such as this, it is unlikely that this would proceed and should he wish to essentially rezone the property on the assumption of Amendment No. 145 would be gazetted, then Council's normal rezoning application fee would apply. He was also informed of the fact that the Director General of the Department of Planning would prefer Council to concentrate on its comprehensive review rather than carrying out spot rezonings.

Council's previously dealt with a request by Mr Tim Elliot, with regards to his property being excluded from the Amendment, however Council resolved no to do this but did resolve to remove Mr Elliot's land from the Development Control Plan. Mr Dunesky's land is affected by lot averaging provisions to the corner of his property, as per Amendment No. 145. The recently adopted charges for stormwater and the associated Water Management Plan indicate that a wetland detention basin located on this land would serve both Mr Dunesky's land and the land to the south owned by the Weller brothers.

Mr Dunesky reiterates his objections to the construction of a wetland on his property. It should be noted, as was advised to him, that should he or his father not wish to proceed with development of their property there is no obligation for the construction of a wetland to take place unless it is associated with development in accordance with the Amendment. The need to construct a wetland arises directly from the application to develop the land for housing blocks, as envisaged by the draft Amendment. If Mr Dunesky does not wish to proceed with the wetland then the associated property adjacent that needs the wetland, would have to find alternative arrangements.

The letter then addresses the question of: 'existing use rights' and when they might apply. In respect of Rural Housing, the most likely circumstances where 'existing use rights' may apply, is to do with intensive agriculture. If Mr Dunesky can establish that he had intensive agricultural activities on his land prior to 1998 when Council amended the LEP, and the land is zoned Rural Housing, then he may well have 'existing use rights' for that activity. However, unless all these circumstances can occur, then 'existing use rights' as defined in the EP&A Act would not arise.

Mr Dunesky appears to be concerned with whether Council will take action to ensure that his current agricultural activities can continue unhindered by the adjacent residential development. Council has been informed on many occasions that this is not possible, and that anyone can take action under their common law rights to prevent a nuisance being incurred by themselves from adjacent land use, notwithstanding whether or not Council has or has not given consent to that land use. This was an issue that was canvassed in the preparation of Amendment No. 145, and Council resolved not to instigate any buffer zones to help alleviate this situation.

Finally, Mr Dunesky raises the issue of the quality of the stormwater being discharged to his property, from the surrounding development. Council will recall that the standards for discharge were set by the Department of Environment and Conservation, and it is these standards that led to the design of the wetland system that Councillors recently adopted fees and charges for. It is assumed that provided Council meets these discharge standards, then on the authority of the Department of Environment and Conservation this stormwater should be suitable for use downstream. It was not Council that set the standards for discharge, but the DEC. It will be a matter of fact on the performance of the wetlands, whether or not these standards have been met and Council will be clearly obliged to ensure that these standards are fulfilled in it's operation of these wetland detention basins.

In summary, Mr Dunesky has been a consistent opponent to the rezoning of the land at Pitt Town. Part of his father's land will be zoned for Rural Housing, and the remainder will remain in the same zone. If he, or his father does not wish to participate in the zoning's potential, then no development will take place. There is no compulsion on him to carry out the construction of a wetland proposed on his land until such time as it's need arises from the development of his land. It should be noted that funds have been allocated in the fees and charges for the development of a wetland system to compensate Mr Dunesky and other landowners for the land that will need to be transferred to Council, but this is purely voluntary and does not occur unless Mr Dunesky wishes for it to take place.

In view of Council's previous decision on Mr Elliot's land, it is assumed that Council will not be seeking to amend Amendment No. 145 and Mr Dunesky should be advised accordingly.

Conformance to Strategic Plan

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

> *"Objective: Identify and implement appropriate actions to protect and rehabilitate the natural environment."*

Funding

No impact on funding.

RECOMMENDATION:

That Council advise Mr Dunesky that in view of the fact it has sent Amendment No. 145 to the Minister for gazettal, it is not going to withdraw it and amend it at this late stage.

ATTACHMENTS:

AT - 1 Emailed correspondence received from Mr P Dunesky - 20 February 2006.

AT - 2 Correspondence received from Mr P Dunesky concerning the rezoning of 203 Cattai Road, Pitt Town - 16 March 2006.

AT - 3 An extract of the map associated with draft Amendment No. 145 to the Hawkesbury Local Environmental Plan.

AT - 1 Emailed correspondence received from Mr P Dunesky - 20 February 2006.

Hawkesbury City Council

366 George Street

Windsor

NSW 2756
20th. February 2006

Dear Mr. Faulkner

I write to you on behalf of my father, Mr. George Dunesky, owner of the land at 203 Cattai Road, Pitt Town. He requires a reversal of the proposal to rezone his land within the investigation area and site a detention basin on his land that is outside the investigation area.

We find it necessary to make this request due to the fact that a detention basin is still shown in the Pitt Town Water Management Plan, 30th November 2005, Revision 2, which has just been released and which we understand is the final version of this plan.

A detention basin was first indicated on his land in the Pitt Town Local Environmental Study, Stormwater Management Principles, Figure 5.1. It is also noted that " this network will only be required for the High Growth Scenario". The present proposal of 631 lots is well below the high growth scenario of 1405 lots.

You would remember that Hawkesbury City Council resolved not to compulsorily acquire any land within Pitt Town, where the landholder was not agreeable to such an arrangement

At no time throughout the current rezoning process has my father been notified by Council that his land would be needed to site any type of stormwater device as shown in the studies and plans.

Neither has he indicated that he would be in agreement to such an arrangement.

What is also disturbing is that the detention basin indicated on his land is retaining stormwater runoff from the proposed subdivision of an adjoining neighbour's land. This detention basin should be sited on that neighbour's land as part of his subdivision proposal

As well Council has not notified him if there will be any easements across his land. Can you confirm what is proposed in this respect?

You should also be aware that under the current Environment Protection Zoning this property is still used for farming and any impacts brought about by the proposed rezoning could adversely affect its continued use. Will Council provide a buffer zone that affords adequate protection from any adverse impacts that might occur from the proposal to rezone adjoining farmland for residential use? Will our existing use rights be supported and protected by Council?

Further, we ask you to advise what the impacts on the non permanent creek that runs through the property will be. Will we be expected to accommodate increased water flows from adjoining properties (unacceptable), will this water be safe for our stock to drink, have our down stream neighbours been advised of any impacts on their properties?

I ask that you please reply to our concerns as soon as possible and confirm that the appropriate changes and amendments will be carried out before final decisions are made.

Yours Sincerely

Mr. P. Dunesky

203 Cattai Road

Pitt Town

AT - 2 Correspondence received from Mr P Dunesky concerning the rezoning of 203 Cattai Road, Pitt Town - 16 March 2006.

To view this image please refer to the separate Attachments document

To view this image please refer to the separate Attachments document

AT - 3 An extract of the map associated with draft Amendment No. 145 to the Hawkesbury Local Environmental Plan.

To view this image please refer to the separate Attachments document

oooO END OF REPORT Oooo

COMMERCIAL STRATEGY

Item: 64 CS - Webcasting of Council Meetings (95497, 91367, 79352)

Previous Item: NM, Ordinary (26 July 2005)

REPORT:

At the Ordinary Meeting held on 26 July 2005, Council resolved:

> *"That Council:*
>
> 1. *Investigate the feasibility of placing video files obtained from recording and direct web-casting of Council meetings on the Council web site.*
>
> 2. *Investigate placing audio recordings of Council meetings on Council's web site in MP3 format".*

Webcasting, i.e, the broadcasting of video footage via the Internet, has been investigated on several occasions over recent years. The above resolution arose from a Notice of Motion to which Council was advised that the cost of this initiative would be upwards of $20,000 and would possibly increase Council's risk profile by incorporating unrestricted net/broadcasting into the Chamber.

Council's information technology officers have recently completed an evaluation of certain web-casting products, which included demonstrations of a "live-feed" system within the Chamber. A quotation has confirmed a minimum implementation cost of $18,000 plus costs associated with the reconfiguration of Council's web site, firewall and compression software. Some additional work would also be required from Council's IT and communications staff, taking the establishment costs to around $21,000. Ongoing costs would be in the order of $10,600 per annum with these costs being inclusive of annual software licensing, technical support, additional storage and system administration.

A *minimum* standard system would include 4 x cameras, recording system, installation and training. Existing microphones would be used. Camera views might cover the Mayoral table, Councillors left, Councillors right and the podium. The system evaluated incorporates "smart" technology, which enables the cameras to automatically switch between the covered zones at the time of the recording, without human intervention. A similar type of system is used in courts of law and some other authorities. A member of staff would be required to turn on the system at the start of the meeting, monitor during the meeting (hopefully without intervention), save the data at the end of the meeting and turn the system off. The file would then have to be bookmarked for referencing.

Current Practice

Audio recordings of Council meetings have taken place for many years. Initially, recordings were made in cassette tape format, but now are recorded in MP3 format on Councils' hard drive for later processing onto compact disk (CD) if required. Each agenda item is bookmarked for easier reference.

With the introduction of Privacy legislation in recent years the electronic recording of public meetings is a concern that has been raised by Privacy NSW. As a result of this, Council's Code of Meeting Practice has been framed as follows:

> *For the purpose of compiling the minutes of Ordinary Meetings, each meeting, except for "Confidential matters" will be recorded. The recordings will be destroyed after the adoption of the minutes by Council or three (3) months after they were created (whichever is the later). Appropriate signs will be displayed in the Council Chambers and at the entry of the*

Chambers. The Mayor will inform the public that the meeting is being recorded at the commencement of the meeting.

Feasibility of Webcasting

It is technically feasible to place links on Council's web site with storage of audiovisual files on Council's central server. Audio recordings are already being made in MP3 format, a common standard that is used on most personal computers (PCs) and portable devices such as iPods and mobile phones. However, the utility of this service is questionable given the size of these recordings, with audio files alone being in excess of 150Mb per meeting, this would create difficulties for members of the public trying to access these files unless they had access to broadband facilities.

Council's information technology staff already field complaints from the public about the size of Council's Ordinary Meeting Business Paper and associated attachments with these files sometimes taking a long time to download or open for viewing purposes, even when customers have broadband or fast internet access already installed.

Experiences of Other Councils, Advantages and Disadvantages of Webcasting

Research of publicly available information indicates that the use of webcasting by Local Government is not widespread. Council's within Australia reportedly using this technology are:

1. Wellington Shire Council - Victoria
2. City of Greater Dandenong – Victoria
3. Botany Bay Council – NSW
4. Warringah Council - NSW
5. Marrickville City Council – NSW

Non-Australian Local Governments include:

1. City of Vancouver – Canada
2. Lancashire County Council – England

Council officers contacted a number of these authorities and compiled the following feedback.

- The typical number of people accessing a LIVE webcast (ie, AV data stream) ranges from as little as five to a maximum of 80 visitors to the web site during a Council meeting, representing approximately 0.013% to 0.222% of the quoted local populations respectively.

- The typical number of people accessing an ARCHIVED AV data stream (eg, podcast) ranges from 20 to 50 visitors to the web site, per month. (Wellington Shire Council - see further below)

- The threat of litigation arising from the use of webcasting technology is of apparent concern. Accordingly, NSW Councils such as Botany and Warringah prefer not to maintain any archival footage of council meetings on their web sites to reduce the risk of any defamatory action. Furthermore, Botany Council incorporates a 15 second delay to effectively edit potentially defamatory material from their webcasts. (This type of system incurs a higher operating cost than a system requiring no human intervention). Members of the public are also requested to leave the gallery if they do not wish their picture taken during filming of the proceedings. This sometimes causes unrest when members of the public who do not wish their picture to be broadcast also wish to remain present in the Chambers and/or address Council.

Note: Wellington Shire Council has been providing live webcasts of its council proceedings since February 2002, however following advice from its insurers, has now suspended this service. (See attachment). This action also applies to the use of audio recordings for public purposes.

The cited advantages and disadvantages include:

Advantages of Webcasting	Disadvantages of Webcasting
• Provides convenient public access to the decision-making processes of Council. • Can be extended to enable Council meetings to be held remotely (on-line) or used for other activities such as Gallery exhibits, book readings and for training purposes. • Allows the community to verify for themselves the veracity of local media reporting. • Can improve the manner in which meetings are held, eg, greater adherence to Codes of Meeting Practice.	• Upfront and additional operating costs, eg, additional administrative, technical and maintenance work. • Privacy considerations for public attending meetings. • Potential for increased litigation, eg, defamation proceedings. • Equity issues arising from members of the community with little or no access to computer technology and/or no broadband facilities. • Higher cost of risk transfers, eg, higher insurance premiums and/or reduced coverage. • Marginal public benefit/utility.

Proposal

In light of the above analysis it is proposed that Council not pursue the use of webcasting technology for Council meetings.

Conformance to Strategic Plan

Not applicable.

Funding

Not applicable.

RECOMMENDATION:

That the privacy concerns and legal implications being experienced by Local Government authorities that incorporate the use of webcasting into public meetings be acknowledged and Council abandon further consideration of the issue at this time.

ATTACHMENTS:

AT - 1 Gibbsland Times Article regarding Wellington Shire Council Thursday 23 February 2006.

AT - 1 Gibbsland Times Article Regarding Wellington Shire Council Thursday 23 February 2006.

Gippsland Times Article
Council dumps webcasts
David Braithwaite
Thursday, 23 February 2006

BUREAUCRACY gone mad has forced Wellington Shire Council to temporarily cease webcasting its meetings.
Council's award winning internet service allowing ratepayers in the shire's distant towns to watch and respond to council meetings has been pulled from the internet.

After receiving advice from insurers last week that they would remove protection for slander and defamation, council decided to stop webcasts of meetings for the time being.

Council spokesman Mark Vitlin said council, as the publisher of the material through the webcast, was advised it would be liable for defamatory statements made by members of the public gallery at meetings.

"If that goes to air we're the ones that'll get hit," he said.

"The world of litigation has caught up with us.

"We're looking at our options."

Confusing matters even further are new privacy laws requiring people at public events to be notified that their photo could be taken.

Members of the public gallery at Tuesday night's council meeting were also asked to leave the room if they objected to having their picture taken.

Meetings are still being recorded, but council is still to decide if, and how, that record will be made available for public viewing.

Mayor Malcolm Hole said it was sad council had to take this course of action.

"We find that many people across the countryside are watching meetings. As this is an initiative for local government for reaching out into the community, we're very disappointed we've had to go this way," he said.

Council meetings had been broadcast through its website since 2002 to allow as many residents to view them without travelling to Sale.

It is understood that outer metropolitan Cardinia Shire Council had looked at installing webcasting equipment for its meetings, but dropped those plans due to similar litigation fears.

Original article at:
http://sale.yourguide.com.au/detail.asp?story_id=461169

oooO END OF REPORT Oooo

Item: 65 **CS - E-Commerce/Markets Advisory Committee - (95497, 91367)**

REPORT:

Reference is made to the minutes of the meeting of Council's E-Commerce/Markets Advisory Committee (Committee) that was held on 2 March 2005, as included elsewhere in this Business Paper. Outlined below are the Committee's recommendations for consideration by Council.

1. Item 1 - Hawkesbury Business Christmas Decorations Competition 2005 – Progress Report

The Committee considered a progress report on the Competition and in particular considered the aim of the program to encourage businesses to better promote themselves in the lead up to Christmas and for the community to share in the festive spirit through the enjoyment of decorations in the commercial centres. Approximately 60 businesses participated in the competition as part of 32 entries comprising both individual and group entries. A variety of Christmas festive season decorations themes were used in 5 commercial centres in the area (Clarendon, Glossodia, north Richmond, Richmond and Windsor). A summary of the outcomes is tabulated below.

Table 1 - Prizes, Winners and Sponsors of Hawkesbury Christmas Decorations Competition 2005

Prize Category	Prize	Winner	Sponsor	Decoration Theme
Overall	1st $8,000	Studio 206 (Hairdresser) 1/206 George Street, Windsor	Council	Spirit of Fantasy Wonderland
	2nd $5,000	Hawkesbury City Realty 1/340 Windsor Street, Richmond	Council	Make Your Dreams Come True
	3rd $3,000	Glossodia Shopping Centre Golden Valley Drive, Glossodia	Council	Have a Jolly Xmas
Best-in Location	North Richmond $5,000	North Richmond Florist 3/35 Bells Line of Road, North Richmond	Valad Property Group	Fantasies with Flowers for Xmas
	Windsor $5,000	Mortgage Choice 1/180 George St, Windsor	Dunnet Properties	Eight Possums Playing

The competition successfully attracted private business investment of around $90,000 including sponsored prizes that increased the pool of total prize money available by over 62%. The Committee agreed that the competition performed well for its first year and that the program should run over several more years in order to attract the support necessary to sustain the program over the long-term. The Commercial Response Unit has also undertaken a survey of local businesses to gain feedback on the competition. After receiving responses from 22 businesses comprising both entrants and non-entrants, (ie, a 14.6% response rate), almost 55% indicated that they thought the competition to be a success with 50% further indicating their intention to participate in the competition if it were held again. Survey results are outlined in the attachment to this report. The Committee will consider the survey in more detail at a future meeting.

Committee Recommendation to Council:

That Council:

1. *Receives the information.*

2. *Extends congratulations to the winners of the Hawkesbury Business Christmas Decorations Competition 2005.*

3. *Circulates letters of thanks to Valad Property Group and Dunnet Properties P/L for their sponsorship support.*

4. *Continues to run the Hawkesbury Business Christmas Decorations Competition for 2006 and considers funding in the next budget process.*

2. Item 2 - Glossodia and Wilberforce Businesses Plans

The Committee considered a report that provided an update on Council's resolution of its Special Meeting on 28 June 2004 (about the Adoption of the 2004/2005 Management Plan), in part, being:

(a) That …..Council allocates $10,000 (ten thousand dollars) for:

- *the development of business plans for the commercial sectors of Glossodia and Wilberforce - $4,000 (four thousand dollars);*

- *the identification of Tourism/Infrastructure projects within the commercial sectors of Glossodia and Wilberforce - $6,000 (six thousand dollars)*

Liaisons with the businesses of Glossodia and Wilberforce since then have indicated that there is very little interest in pursuing the development of business plans and that both precincts would prefer the monies to be spent on improving the directional signage located adjacent to the commercial centres.

The Committee agreed that if the businesses of Glossodia and Wilberforce saw the directional signage as a better investment, then the shopping centre signs and the shop directory sign, at each centre should be upgraded to support the wishes of these businesses.

<u>Committee Recommendation to Council</u>:

That Council:

1. *Receives the information.*

2. *Use the funds previously allocated by Council for the business plans and the tourism/infrastructure projects in the commercial areas of Glossodia and Wilberforce for the renewal of the pole sign and directional board sign at each location.*

3. *Advises the business operators in the commercial areas of Glossodia and Wilberforce of 2 above and the roll out of these signs.*

3. Item 3 - e-Enabling the Hawkesbury - Information Technology Review

The Committee considered an independent report of Council's information technology facilities and systems by Consult Point PTY LTD (Consult Point) arising from the resolution of Council at its Ordinary Meeting held on 8 March 2005, where Council resolved in part:

1. *Council support the recommendation of the E-Commerce/Markets Advisory Committee as set out below.*

2. *A review is undertaken of Council's existing IT-IS capabilities, using external consultants as required, with a view to identifying and acting upon opportunities that may better position the organisation:*

   (a) To gain benefit from emerging technologies in areas such as customer service and workplace productivity;

(b) To take a leadership role in the education and implementation of IT infrastructure, and;

(c) To develop commercial offerings that enhances the competitiveness of local industry and business.

The consultants conducted an extensive review of Council's IT operations despite the limitations of the budget. A copy of the final report was circulated to Councillors at the time the Committee's Business Paper was distributed. A summary of the key recommendations and management's comments are tabulated below.

Recommendations		Comment
1.	**A procurement strategy** that changes the current policies of leasing to save Council some $780,000 every 3 years to a potential of more than $1,000,000 if a combination of partnerships and rationalisation occurs.	Reductions in the leasing per pc & unit pricing may be possible after further analysis. Council uses NSWG tender pricing already.
2.	**The merging of IT and Communications** to form an ICT (Information Communication Technology) group that will focus at delivering a whole of Information and Communication strategy.	This requires structural change. A more integrated approach is increasingly common as technologies merge.
3.	**As part of the E-enablement strategy** it is recommended that HCC takes a community partnership approach to develop both the content and hosting deployment of the HCC website.	Whilst technically possible, this requires further cost-benefit analysis given certain commonality of platforms with other Councils.
4.	**An appointment of a business champion** that looks at ICT governance and information management from an enabling point of view but is driven by business needs and innovation.	There is a lack of IT alignment with business strategy. IT staff have left the organisation in recent times and have not been replaced due to current financial constraints.
5.	**The Development of a steering group** that is managed by either a CIO or Business Development/Analyst.	An IT Committee does exist and could be better assisted with appropriate resources.
6.	**The development of Service Level Agreements** with vendors. HCC has a number of vendors supplying the same services and there should be proper KPIs established to monitor vendor performance.	SLAs will be reviewed.
7.	**The development of a Total Asset Management system** to replace the number of different asset management systems.	Council has now employed a Strategic Asset Planner and IT will liaise accordingly to pursue.
8.	**The development of a complete helpdesk service** with software that can track jobs, have a knowledgebase of ICT issues, workflow for proper project management of key projects and asset management. Resources and funding will be required	This is a resourcing issue and will require further investigation.
9.	**Development of a complete Disaster Recovery Plan** and procedures	Existing Disaster Recovery Plan is being reviewed. A resourcing issue.
10.	**Move away from the main networking environment from Novell to Microsoft** to eliminate additional license costs and improve corporate integration. This should be done in line with the purchase of new PC's to minimise deployment time and use of IT resources.	A recognised improvement area with project planning already underway. This will offer new opportunities to increase customer service through improved mobility.
11.	**Development of a CRMS** (Customer Relationship Management System) that is business driven and as a primary communication tool that can allow HCC to send a consistent message to its stakeholders.	This has already been recognised as a necessary information management system as part of Council's Customer Service Strategy. This has as a resource implication.

Recommendations		Comment
12.	**To extend the online/CDROM literature of the library** to incorporate self paced learning modules from various ICT vendors to other government agency certification/license modules e.g. RTA, Waterways, OH&S.	This requires further investigation.

The committee unanimously supported its recommendations to Council and commended the high quality of the review that was undertaken, which supports the evolution of e-commerce in the Hawkesbury.

Committee Recommendation to Council:

That Council:

1. *Receives the report by Consult Point Pty Ltd dated 16 December 2005.*
2. *Gives in-principle support to the recommendations arising from the information technology review (IT Review) and that the necessary operational plans and capital requirements be considered as part of the 2006/7 budget process and incorporated into Council's Management Plan as appropriate.*

Proposal

It is proposed that Council endorse the recommendations of the e-Commerce/Markets Advisory Committee.

Conformance to Strategic Plan

This proposal conforms to the objectives as set out in Council's Strategic Management Plan:

- *"Establish strategic events program - Christmas marketing program initiated"*
- *"Maintain and reinforce positive brand and community image - Roll out Signposting Strategy" - [Glossodia and Wilberforce Businesses Plans]*
- *"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

Where it is applicable, funding for these initiatives has been incorporated into the approved budgets for local economic development programs.

RECOMMENDATION:

That:

1. The minutes of e-Commerce/Markets Advisory Committee of the meeting held on 2 March 2006 be received.
2. In relation to the Hawkesbury Business Christmas Decorations Competition:
   (a) Congratulations are extended to the winners of the Hawkesbury Business Christmas Decorations Competition for 2005.

(b) Letters of thanks are sent to Valad Property Group and Dunnet Properties P/L for their sponsorship support.

(c) Funding for the Hawkesbury Business Christmas Decorations Competition for 2006 is considered as part of the budget approval process for the upcoming financial year.

3. Funds previously allocated by Council for the development business plans and tourism/infrastructure projects in the commercial areas of Glossodia and Wilberforce (an amount of up to $10,000) be used for the renewal of the main centre sign and directional board sign at each commercial centre, in accordance with the wishes of the local businesses in those areas.

4. In-principle support is given to the recommendations arising from the information technology review undertaken by Consult Point Pty Ltd as outlined in their report dated 16 December 2005, and that the necessary operational plans and capital requirements be considered as part of future budget approval processes and incorporated into Council's Management Plans as appropriate.

ATTACHMENTS:

AT - 1 Survey on Hawkesbury Christmas Decorations Competition 2005 - *(to be distributed at the meeting)*

oooO END OF REPORT Oooo

INFRASTRUCTURE SERVICES

Item: 66 IS - Staffing Levels of Richmond Pool - (3343, 79354)

REPORT:

The operations of a swimming centre are governed by two (2) sets of guidelines, Practice Note 15 - Water Safety, and the Royal Life Saving Guidelines for Safe Pool Operations. These guidelines outline the minimum requirements for staffing levels of a swimming centre, with the Royal Life Saving Guidelines stating "a minimum of two people should be on duty at any one time". Practice Note 15 does not place a minimum number required for pool supervision, but refers to the Royal Life Saving Guidelines and applies a risk management strategy. It also makes reference that "the limitations of one person being on duty should be carefully considered".

Richmond Swimming Centre has had two lifeguards on duty for the majority of the 2005/06 swimming season to conform with the guidelines and to ensure that patron safety is of the upmost importance. A risk assessment highlights that operating only one lifeguard can put both the public and staff member at risk.

Currently the Richmond Swimming Centre is faced with the issue that an unexpected number of staff have resigned as we come towards the end of the season, leaving the pool without an adequate number of staff to achieve the staffing levels required.

The process of recruiting new staff is not seen as a viable option due to the recruitment process taking a number of weeks and as such will not solve the immediate staffing problem. The swimming season is scheduled to finish after Easter Monday, 17 April 2006.

During the month of April the patronage of Richmond Pool is quite low, which is mainly due to the decreasing water temperature, completion of the school carnival season and learn to swim program. Visitation levels, based on last years figures are approximately 10-15 patrons per day for this month. The cost to Council of running the Swimming Centre for April is estimated to be a loss of approximately $13,000 with an income of approximately $1,269. As such it is proposed that the end of the swimming season be brought forward to Sunday, 2 April 2006.

This cost does not include weekend loading, or any other expenditure at the pool, such as chlorine. All learn to swim programs and Hawkesbury Amateur Swimming Club activities have finished by 2 April 2006, and any outstanding 2005/2006 visit passes can be used at Oasis, with Richmond Pool paying for this fulfillment.

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

Funding is currently provided for the full season.

RECOMMENDATION:

That the Richmond Pool swimming season cease after Sunday, 2 April 2006.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 67 **IS - Road Naming Proposal - Subdivision Lot 2, DP814567 - No. 703 Blaxlands Ridge Road, Kurrajong - Proposed Kirkwood Road - (95495, 79346)**

Previous Item: 325, Ordinary (1 November 2005)

REPORT:

Council at its meeting held on 1 November 2005 resolved that public comment be sought regarding naming of the public road incorporated within subdivision of Lot 2, DP814567, No. 703 Blaxlands Ridge Road, Kurrajong as Kirkwood Road.

Public comment was sought by way of advertisement in the local press and correspondence addressed to statutory authorities/organisations/proximate residents. The public comment period expired on 6 January 2006 with the following results:

1. No Objection - 2 (Department of Lands/Rural Fire Service)
2. Objection - 6 (Local Residents)

Local residents have requested either "Ironbark Ridge Road" or "Ironbark Road". The bases of objection devolve to use the name "Ironbark" locally for at least 50 years and resident expectation that the name would be used when purchasing lots.

Guidelines issued by the Geographical Names Board of New South Wales state that name duplication within a Local Government area should be avoided as well as names comprised of two or more words.

An Ironbark Drive, Wilberforce, exists.

Given the above mentioned guidelines and to alleviate any confusion in relation to emergency services response times, it is felt that the name "Kirkwood Road" should be adopted.

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 current budget.

RECOMMENDATION:

That the public road within the subdivision of Lot 2, DP814567 - No. 703 Blaxlands Ridge Road, Kurrajong be named as Kirkwood Road.

ATTACHMENTS:

AT - 1 Plan - Proposed Kirkwood Road

AT - 2 Previous Report to Council Meeting of 1 November 2005

AT - 1 Plan - Proposed Kirkwood Road

To view this image please refer to the separate Attachments document

AT - 2 Previous Report to Council Meeting of 1 November 2005

ITEM: 325 IS - Road Naming Proposal - Subdivision Lot 2 DP814567, Blaxlands Ridge Road, Kurrajong - (95495, DA1208/03)

REPORT:

Incorporated within a three lot rural subdivision of Lot 2 DP814567, 703 Blaxlands Ridge Road, Kurrajong is a public road running in a generally north west direction from Blaxlands Ridge Road. This public road was originally a Crown Public Road. The transfer of the Crown Public Road to Council was Gazetted of 24 March 2005.

The plan of subdivision, was registered by the Land Titles Office as DP1082298 on 24 May 2005.

No suggested names have been put forward by the developer. In accordance with the guidelines set down by the Geographical Names Board of NSW and the requirements of the Road Act 1993, the Hawkesbury Historical Society and Council's Library Historian were approached to ascertain names for this new public road. The following information as provided is listed below.

> **Hawkesbury Historical Society** recommends the name "Trafalgar". The Bicentenary of this battle falls on the 21 October 2005.
>
> On receipt of the news of Nelson's victory the Bowman Flag was designed and flown in the Hawkesbury. The flag was the first flag designed in this country and was the first flag to include the kangaroo and emu, which are now part of the Australian Coat of Arms.
>
> **Hawkesbury City Council Library Historian** advises the following suggestions:
>
> - Ironbark Ridge - The name of the ridge at Blaxlands Ridge.
> - Mitchell - Name of the first title holder of the land through which the road runs.
> - Kirkwood - Lillian Kirkwood was a nurse and midwife who attended to the health needs of the "Ridge" for many years from 1930s.
> - Connor - Nora Connor was a teacher at the school from 1930s and her home still stands a short distance from the school.
> - Tierney - One of the families who lived on the "Ridge" for many years.
> - Hennessey - (need to check exact spelling) another of the families who lived on the "Ridge" for many years.
> - These are all names drawn from the local area.

With regard to "Trafalgar", the significance of this event in establishing British Maritime hegemony is recognised; however, the name/event is of singular import to the British nation. Evidence by the fact that Nelson's flagship, "Victory", is still maintained as a fully commissioned warship of the British Navy.
It is felt that the Australian National identity has emerged sufficiently to recognise its own citizenry/event/milestones.

To this end it is suggested that the name "Kirkwood" be allocated to this road on the following bases:

a) Lillian Kirkwod was a local identity within the Blaxlands Ridge community, she was a nurse/midwife.
b) As nurse/midwife, Lillian Kirkwood fulfilled a crucial role within, at that time, a relatively isolated community requiring independent and self-reliance in serving the various needs of the community.

Conformance to Strategic Plan

The proposal has no linkages to the objectives set out in Council's Strategic Plan.

Funding

Funding is available within the current budget.

RECOMMENDATION:

That public comment be sought regarding naming of the proposed public road within the subdivision of Lot 2, DP814567 Blaxlands Ridge Road Kurrajong as "Kirkwood Road".

oooO END OF REPORT Oooo

Item: 68 **IS - James Hardie Products - (95495, 94476)**

Previous Item: 60, Ordinary (8 March 2005)

REPORT:

Council at its meeting held on 8 March 2005 tabled correspondence received from James Hardie FRC Pipes on 31 January 2005 regarding a Heads of Agreement signed 21 December 2004, between the Australian Council of Trade Unions (ACTU), Unions New South Wales, asbestos support groups and the New South Wales Government. The aim of the agreement is to provide long-term funding of asbestos related personal injury claims against the former James Hardie Industries NV (JHINV) companies.

As a result of the signing of the Heads of Agreement Council recommended that the use of James Hardie products on projects and maintenance activities be permitted. Council resolved that the matter be deferred pending further information.

Further correspondence has been received from the Local Government Association of NSW, dated 23 February 2006, indicating that following the recent agreement between the NSW Government and James Hardie Industries, the ACTU has called on the community to lift any remaining bans on James Hardie products.

The ACTU have indicated that they will be monitoring the finalisation of the agreement reached with James Hardie, including the endorsement of the agreement with the James Hardie shareholders. The Association encourages all Councils to remove any remaining restrictions on the purchase of James Hardie products.

Conformance to Strategic Plan

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

> *"Objective: Invest in technological and engineering innovation to improve the safety, accessibility and value of public infrastructure."*

Funding

No funding implications arising from this report.

RECOMMENDATION:

That as a result of correspondence received from the Local Government Association of NSW, no bans on the use of James Hardie products be implemented by Council.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

SUPPORT SERVICES

Item: 69 SS - Monthly Investments Report - February 2006 - (96332)

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 February 2006. All investments have been made in accordance with the Act, Regulations and Council's Investment Policy.

February 2006

Investment Type	Balance B/fwd		Deposits	Withdrawals	Accrued Interest Reinvested	Balance End of Month	
Managed Funds	$18,928,301.38	*	$4,173,737.24	-$4,173,737.24	$81,380.69	$19,009,682.07	**
On Call Funds	$3,150,000.00		$3,350,000.00	-$1,650,000.00		$4,850,000.00	
Term Investments	$930,000.00					$930,000.00	
TOTAL	$23,008,301.38		$7,523,737.24	-$5,823,737.24	$81,380.69	$24,789,682.07	

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

Investment Commentary

The investment portfolio increased by $1.78 million during February 2006. The increase is largely attributed to rate instalments being received in February 2006.

Managed Fund performance exceeded the benchmark (UBS Australia) Bank Bill Index in February 2006 with an average return after fees of 6.12 %, compared with the index of 5.76%. The managed funds portfolio has achieved a return after fees for the past 12 months of 6.18%, which outperformed the (UBS Australia) Bank Bill Index of 5.8% for the corresponding 12 month period.

Official cash interest rates have remained unchanged at 5.50%.

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: 70 **SS - Proposed Acquisition by RTA for Road Widening - Lots 1 & 3, Section K, DP 759096 (Windsor Catholic Cemetery) - (95496, 96333, 33305)**

REPORT:

In association with the construction of the Windsor Flood Evacuation Route, the Roads and Traffic Authority (RTA) proposes to undertake road works to upgrade Richmond Road. They have advised that this will necessitate the acquisition of part of the Roman Catholic Burial Ground, being Part of Lots 1 & Lot 3, Sec K, DP 759096 located on the corner of Richmond Road and Macquarie Street, Windsor. The total area of the subjects lots is 2395.7m2.

In a Deed dated 4 July 1969 the Trustees of the Roman Catholic Church and Council agreed to vest the care, control and management of the Cemetery in Council. This was subsequently notified in the Government Gazette of 17 July 1970. Accordingly, the RTA have sought Council's consent to acquire a portion of the land being approximately 980m2 by compulsory acquisition. A diagram of the area to be acquired is attached.

The RTA commissioned Archaeological & Heritage Management Solutions Pty Limited of Annandale to assist in the management of the exhumation and reinterment process, which is separate from the land acquisition process.

The Crown Solicitors has confirmed that to effect the acquisition of the exclusive rights of burial and to carry out the exhumation and reinterment of human remains, it will be necessary to enact an Act of Parliament.

The RTA proposes to base the new Act on the previous examples where Acts of NSW Parliament have been used for this purpose by the RTA's predecessor, the Department of Main Roads; in particular, the Campbelltown Presbyterian Cemetery Act 1984.

On that basis, it is proposed that the new Act will provide that, subject to preconditions:

a) The cemetery land may be compulsorily acquired by the RTA for the purposes of public road;

b) The RTA may arrange and carry out the exhumation and reinterment work;

c) The property adjustment works (including the relocation of monuments) are to be in accordance with agreements between the parties (being the Crown, Council, Diocese of Parramatta and RTA) and as approved by the NSW Heritage Council and NSW Department of Health; and

d) Such works are to constitute the full compensation under the Act and that no monetary compensation is payable.

These provisions are generally in accordance with the Campbelltown Presbyterian Cemetery Act 1984.

It is considered that, as minimal maintenance and improvement of the land has been undertaken by Council and as Council are not the owners of the land, a claim for compensation is considered unreasonable.

The RTA now seek the concurrence of Council, as Trustee of the Cemetery, to the acquisition of the required part of the cemetery by the proposed Act. The RTA has also written to the Crown and the Diocese of Parramatta requesting their consent in this matter.

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 including road closures /opening, easements acquisitions, etc."*

Funding

No effects on current funding

RECOMMENDATION:

That:

1. Council acknowledge the compulsory acquisition of Part of Lots 1 & 3, Sec K, DP 759096, being approximately 980m2 of Windsor Catholic Cemetery by the Roads and Traffic Authority in association with construction of the Windsor Flood Evacuation Route.

2. Council concur to the compulsory acquisition of Part Lot 1 & 3, Sec K, DP 759096, being 980m2 of Windsor Catholic Cemetery, subject to the enactment of an Act of parliament that provides for the preconditions a) to d) in the report and the concurrence of the Crown and the Diocese of Parramatta.

3. That all necessary documents, associated with this matter, be signed under the Seal of Council.

ATTACHMENTS:

AT - 1 Diagram of proposed area to be acquired.

AT - 1 Diagram of proposed area to be acquired.

To view this image please refer to the separate Attachments document

oooO END OF REPORT Oooo

CONFIDENTIAL REPORTS

Item: 71 SS - WSROC Office Supplies Tender - (95496, 96333, 74251) 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 public. Specifically, the matter is to be dealt with pursuant to Section 10A(2)(c) of the Act as it relates to details concerning tenders for the supply of goods and/or services to Council 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.*

Item: 72 **SS - Property Matter - Lease Agreement - Shop 4, McGraths Hill Shopping Centre - (10912, 9587, 94161) 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)(d) of the Act as it relates to an existing lease agreement and the information is regarded as being commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, confer a commercial advantage on a competitor of the council, or reveal a trade secret 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 - Community Planning Advisory Committee - 15 September 2005 - (96737, 95498)

The meeting commenced at 9:30am.

Present:	Councillor Rex Stubbs Councillor Barry Calvert Mr Mike Wildman Ms Faith Christie Ms Lyn Saville Mr Nick Sabel Ms Fiona Luckhurst-Khan Ms Tracy Leahy
Apologies:	Ms Trish Oxford Mr Roger Packham
In Attendance:	Mr Michael Laing

REPORT:

RESOLVED on the motion of Councillor Rex Stubbs and seconded by Councillor Barry Calvert that the apology be accepted.

CONFIRMATION OF MINUTES

RESOLVED on the motion of Ms Faith Christie and seconded by Tracy Leahy that the Minutes of the Community Planning Committee held on the 15 September 2005, be confirmed.

Item: 2 Re-appointment of a Deputy Chairperson

RECOMMENDATION TO COMMITTEE:

That:

1. The Committee determine the position of Deputy Chairperson, of the Committee.

MOTION:

RESOLVED on the motion of Ms Faith Christie, seconded by Ms Fiona Luckhurst-Khan.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

1. Councillor Barry Calvert be appointed to the position of Deputy Chairperson, of the Committee.

Item: 3 Hawkesbury Community Plan 2005

DISCUSSION:

- Council staff clarified the relationship between the Hawkesbury Community Survey 2004 and the Hawkesbury Community Plan 2005-2010, with regards to recommendations (1) and (2).
- Council staff tabled a two-page introduction, in response to the Household Survey feedback.
- Committee consensus was that ‘and Torres-Strait Islanders’ be included in the Hawkesbury Community Plan, Page 7 where it says ‘Aboriginal Australian’.

RECOMMENDATION TO COMMITTEE:

That:

1. Committee members be thanked for their comments/consideration of the Draft Hawkesbury Community Plan 2005.

2. Issues and comments contained within the Final Draft of the Community Plan 2005 are consistent with the Hawkesbury City Council's Community Consultations.

3. Staff to provide further clarification to the Committee on parameters of feedback/comments - particularly in Council's Community Consultations and Strategic Directions.

4. Staff to investigate the inclusion of more in-depth information on targets, progress indicators, accountability measures, responsibilities, results/outcomes, documentation; particularly in reporting to the Community through Council's Management Plan and Strategic Objectives.

MOTION:

RESOLVED on the motion of Councillor Barry Calvert, seconded by Ms Tracy Leahy.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

1. ‘Part A - Hawkesbury City Council’s Strategic Plan to 2009’ of the Draft Hawkesbury Community Plan 2005, include the following amendments:
   a. Two page ‘Introduction’ underneath heading ‘Part A - Hawkesbury City Council’s Strategic Plan to 2009’, as follows:

      ‘This is the summery that outlines the different strategic goals Council will work toward - broadly - over the next four years. It states Council's vision and briefly describes the strategic directions that Council will work towards. Specific strategies will be reported

against annually and will be linked to key projects (and resources) in Council's Management Plan and Annual Plan.

Planning

Investigating and planning the City's future in consultation with our community, and co-ordinating human and financial resources to achieve this future. This can be achieved by the implementation of five main strategic directions:

1. *Investigate and document the impact of population growth to identify future requirements for land, employment, human services and infrastructure.*
2. *Develop and implement communication strategy to educate and inform community and business about future needs.*
3. *Establish processes and develop flexible plans that will enable the City to respond to change.*
4. *Develop partnerships and regional networks and implement strategies for community engagement.*
5. *Establish mechanism to ensu*re strategic directions are reflected in operational plans.

Community/ Lifestyle

An informed community working together through strong local and regional connections. This vision can be determined by:

1. *Establish processes that build community capacity to identify and respond to diversity and difference.*
2. *Build community connections by supporting information linkages, life-long learning and access to local meeting spaces.*
3. *Work in partnership with community and government to implement community plans to meet the social, health, safety, leisure and cultural needs of the City.*

Infrastructure

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. Four main strategic directions will be adhered to:

1. *Establish a framework to define and equitably manage the infrastructure demands of the City.*
2. *Implement processes to identify and respond to the infrastructure requirements (information, access and mobility) of groups with special needs.*
3. *Implement infrastructure strategy to underpin the social, cultural and commercial development of the City.*
4. *Invest in technological and engineering innovation to improve the safety, accessibility and value of public infrastructure.*

Business Development

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. The broad strategic directions to move towards Council's objectives are as follows:

1. *Define attributes that distinguish the City and identify opportunities for growing and creating new niche industries.*
2. *Implement business strategy for the City to generate employment opportunities consistent with the Hawkesbury mission.*

Environment

Sustainable and livable communities that respect, preserve and manage the heritage, cultural and natural assets of the City. Council's objectives can be implemented by:

1. *Develop a land use planning strategy for sustainable development and protection of important cultural, heritage and natural assets.*
2. *Implement plans and controls to manage and reduce waste and promote the environmental health of the City.*
3. *Identify and implement appropriate actions to protect and rehabilitate the natural environment.*

Community Priorities

*Pages 10 to 15 reflect the broad strategies (by key liveability indicators) identified through extensive community consultation with mandated target groups and the general community (**Hawkesbury Community Survey 2004** - including the Hawkesbury Household Survey 2003):*

Transport & Access
Economic Development
Environment
Community Safety
Community Facilities
Information & Education
Public Health
Accommodation & Housing
Sport & Recreation
Community & Cultural Development

*The **main target groups** are: children; young people; older people; Aboriginal and Torres Strait Islander Australians; people with a disability; people from culturally & linguistically diverse (CALD) back-grounds; women; other disadvantage groups; and the general community (GC).*

b. Page 7, last paragraph - The **main target groups** are: children; young people; older people; Aboriginal, and Torres Strait Islander Australians; people with a disability; people from culturally and linguistically diverse (CALD) backgrounds; women; other disadvantaged groups; and the general community (GC).

2. That the Draft Hawkesbury Community Plan 2005-2010, be accepted and forwarded to Council for adoption.

Item: 4 Hawkesbury Futures Demographic Study - Draft Terms of Reference

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RECOMMENDATION TO COMMITTEE:

That:

1. The Hawkesbury Futures Demographic Study - ‘Draft Terms of Reference’ be adopted.

MOTION:

RESOLVED on the motion of Councillor Barry Calvert, seconded by Ms Lyn Saville.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

1. The Committee adopt the 'Draft Terms of Reference' for the production of the Hawkesbury Futures Demographic Study, (as shown below), with the inclusion of the following wording:

"***that the Study be consistent with the vision for the Hawkesbury and current plans***".
Terms Of Reference:

The Study will provide detailed maps and information (at suburb level) about future trends and infrastructure requirement to 2031, by projecting:

- *changes in population by age, social profile and location.*
  - *identifying trends for all population groups and locality projections.*
- *changes in the economic profile by work-force, industry base, and location.*
  - *identifying changes in workforce, current and emerging industries (by location).*
- *changes to future housing requirements by living arrangement, size, type and location.*
  - *identifying trends in family/house-hold size matched to future housing types.*
- *future social and physical infrastructure requirements by type and location.*
  - *identify gaps in essential services matched to social profiles and location.*

Other Planning Processes

The Study will need to inform and complement the following strategic tasks:

1. *Risk Strategy Paper on appropriate physical and social infrastructure requirements.*
   - matching gaps to future needs.
2. *Asset Management Program for existing (and future) infrastructure.*
   - ensuring sustainability of identified infrastructure needs.
3. *Objectives for all Directorates, linked to the Hawkesbury Social Plan 2005-2010.*
   - applying community consultation outcomes to operational planning & strategies.
4. *Liveability Index Equation (and calculation).*
   - matching levels of liveability with future social and physical infrastructure needs.
5. *Civic Index/Diversity Index equations (and calculation).*
   - linking to diversity and civic indicators.
6. *Future stages (1-3) of the Community Indicators Project.*
   - benchmarking standards of "community/life-style" indicators.
7. *Strategy document identifying state, regional and other infrastructure that will compliment the City's needs and reflect social and cultural requirements.*
   - Linking demographic trends to state & regional service & infrastructure provision.

Additional Benefits

- *Demographic 'maps' showing detailed trends for future planning.*
- *Ability to identify future infrastructure (physical and social) needs.*
- *Detailed information driving 'best-practice' and localised planning.*
- *Cost-effective planning: matching funding to specific infrastructure needs.*
- *Whole of local government planning approach / integration of processes.*

Item: 5 Copy of Report to the SPC Meeting - 'Strategic Task - Identify Objectives for all Directorates that arise from the Hawkesbury Social Plan 2005 - 2010'

RECOMMENDATION TO COMMITTEE:

That:

1. That the information be received.

MOTION:

RESOLVED on the motion of Ms Fiona Luckhurst-Khan, seconded by Mr Nick Sabel.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

1. That the following information be received:

'As an integral part of Council's social planning process, all directorates are required to identify objectives (from the broad objectives identified through Hawkesbury Social Planning process - Hawkesbury Community Plan 2005-2010) and identify strategies to address these objectives. The identified objectives and strategies will be included in Council's (annual) Management Plan - and reported against in Council's Annual Report.

Terms of Reference for Social Planning objectives/strategies for all directorates:

1. *Strategies need to be linked to broad objectives in the Hawkesbury Social Plan (Hawkesbury Community Plan 2005-2010).*
2. *Strategies need to identify the directorate responsible for implementing and monitoring the strategy.*
3. *Strategies need to be measurable and include timeframes and outcome measures.*
4. *Strategies needs to be consistent with Council's Strategic Directions and Annual Budget for each directorate (strategies not budgeted for need to identify alternative sources of funding and a business plan).'*

GENERAL DISCUSSION:

- Interest was expressed in strategies relating to Affordable Housing - Council staff to report back to the Committee with regards to the development of an 'Affordable Housing Kit' issued by The University of Sydney.
- An application is being submitted this month to the National Crime Prevention Program (Australian Attorney General's Department). The purpose of the submission is to address Council's City Planning Divisions 'Strategic Task - Comprehensive audit of Crime Prevention by environmental design and behavioural factors that can be changed.'
- Group consensus was that a component of the application includes a complete 'Crime Prevention Plan' for the Hawkesbury Region, as this would add strength to the submission. The Committee will be advised of the progress of the application to the National Crime Prevention Program.

The meeting terminated at 10:50am.

oooO END OF REPORT Oooo

ROC - E-Commerce/Markets Advisory Committee Minutes - 2 March 2006 - (91367)

Minutes of the Meeting of the E-Commerce/Markets Advisory Committee held in the Committee Rooms, Windsor, on 2 March 2006, commencing at 7.00pm.

ATTENDANCE

Present:	Councillor Bart Bassett Councillor Trevor Devine Councillor Neville Wearne Mr Graeme Faulkner Mr Stephen Phillips Ms Fiona Mann Ms Janette Fairleigh Mr Rob Ewin Mr Zac Hope Mr Peter Hudson Mr Justin Melton
Apologies:	Councillor Barry Calvert Councillor Rex Stubbs Mr Barry Crockford
In Attendance:	Ms Jan Readford (Minute Secretary)

Mr Justin Melton welcomed Mr Rob Ewin as the new member of the E-Commerce/Markets Advisory Committee.

RESOLVED on the motion of Councillor Bassett and seconded by Councillor Devine that the apologies be accepted.

SECTION 1 - Confirmation of Minutes

1. ROC - E-Commerce/Markets Advisory Committee Minutes - 10 November 2005 - (91367)

MOTION:

RESOLVED on the motion of Mr Stephen Phillips, seconded by Councillor Devine.

Refer to RESOLUTION

RESOLUTION:

RESOLVED on the motion of Mr Stephen Phillips and seconded by Councillor Devine that the Minutes of the E-Commerce/Market Advisory Committee held on the 10 November 2005, be confirmed.

SECTION 2 - Review of EMAC Business Plan

EMAC Business Plan Update

Action 1.1 - Committee Represented at Business Breakfast Meetings hosted by Commercial Strategy Division

- Business breakfast program to continue over the next few months.
- E-Commerce/Markets Advisory Committee members will continue to be invited on a rotational basis.

Action 2.1 - Roll-Out of New Signage Policy

- LGA signs implemented.
- Signage layout has been reviewed for the 4 Macquarie Towns and 12 other towns where there is a business presence and will be rolled out in the coming weeks.
- Gateways - Ms Mann has been working closely with Lithgow Council. Quotations for flags for Lithgow/Hawkesbury route of travel will be obtained by Lithgow Council prior to both Council meeting on 23 March 2006.
- Public Domain signs - two locations are under review for directional indicator signage, including maps, to local attractions and businesses ie bed'n'breakfasts, restaurants, wineries. Shingles on infrastructures are to be sponsored by the relevant businesses. Signage is expected to roll out over the next 6-12 months.
- Graffiti on signage on Northern Rd and Putty Rd can be removed easily as signs are already sprayed with anti-graffiti agent. The graffiti at Richmond Pool and the Windsor Fire Station has been photographed and provided to police to check graffiti signature for further action with perpertrators. Councillor Devine agreed to follow up with police on outcome. A report will be prepared on the outcome and proposed actions to the Mayor.

Action 3.1 - Regular Reporting of High Speed Broadband Rollout

- Mr Melton advised that Telstra has rolled out ADSL capability for Sackville Reach, Maroota South, Maroota, Turnbull, and Cattai. However Colo, Colo Heights and St Albans do not have ADSL capability. A registered threshold is to be set for St Albans to enable involvement. Telstra has requested Federal funding for wireless broadband and mobile coverage which can be covered by threshold sites.
- Telstra is currently investing $3 billion to improve technology with a proposed rollout scheduled for October/November 2006. The entire national network covering 98% of the population ie 5,000 stations will be covered bringing high speed data connection to each station. Some far reaching Hawkesbury sites will struggle.
- Broadband penetration across the Hawkesbury rates at 30% in terms of services ie 20% households. This is only a couple of points ahead of the national average.

Action 4.1 - Identify Space for Technology Park

- Council resolved at the Ordinary Meeting held on 17 November 2005 that a strategic alliance be sought with the University of Western Sydney (UWS) for the purpose of evaluating integrated working arrangements with the Department of Defence and to conduct a master plan for a technology-business park precinct. As a result, Council has set aside from the Local Economic Development budget an amount of up to $40,000 to conduct the masterplan.

Action 4.2 - Identify Potential Development Partners for Technology Park

- Mr Phillips and Ms Mann met with Kevin Sproates, Executive Director of Infrastructure, UWS responsible for University lands. UWS are excited about the opportunity. Land in question backs onto Clarenden. Its close proximity to RAAF base make is an attractive proposition. The Technology Park would support the RAAFand the location would align with the Windsor by-pass - as traffic will enter the Hawkesbury next to Clarendon resulting in a busines gateway to the Hawkesbury and Sydney.

- Next step is to provide a concept brief to UWS.

- Council will seek to develop a formal working relationship in terms of a Memorandum of Understanding with UWS.

- Discussions has taken place with the RAAF on how their role is to be played in concept.

Action 5.1 - Mentors for Business Skills Program

- Note: this item was discussed in Item 6.

Action 6.1 - Bridge to Bridge Marketing Campaign

- The Mayor met recently with members of the Power Boat Association, Ski Racing NSW and the Hawkesbury Ski Association to discuss the Bridge to Bridge event. Council expression of interest in developing an icon event has brought out members of community who are interested in working together on this event.

- A Steering Committee is to be formed with the various Associations to develop a festival theme. Over time the event can be developed further with corporate sponsorship.

- Progressing with limited resources.

Action 6.2 - Support Christmas Competition to provide incentives to Local Business

- Note: this matter was discussed in Item 1.

Action 7.1 - Tourism Co-operatives with Industry and Local Government Partners

- Developing working relationship wih Hawkesbury Tourism.

Action 8.1 - Establishment of M-Commerce Business Directory

- Mr Melton advised that the proposed workshop was postponed, and will be re-scheduled at a later date.

Action 9.1 - Facilitate Partnerships that Aggregate Demand for New Technology

- Note: this matter was discussed in Item 3.

Action 10.1 - Facilitate Development of Major Employment Precints

- This item links to Item links to the Action 4.1 re Technology Park.

SECTION 3 - Reports for Determination

Item: 1 EMAC - Hawkesbury Business Christmas Decorations Competition 2005 – Progress Report (91367)

DISCUSSION:

- The competition successfully attracted private business investment of around $90,000 including sponsored prizes that almost doubled the total prize money available.
- Councillor Bart Bassett commented that without business participation, Council would not have been able to achieve the same outcome across the Hawkesbury region.
- A survey to gauge community opinion is in progress and a report will be provided to Council.
- It was agreed that the overall success of the competition should be measured by conducting again in 2006, with promotion of the event to increase motivation to commence earlier.

MOTION:

RESOLVED on the motion of Councillor Devine, seconded by Councillor Bassett.

Refer to COMMITTEE RECOMMENDATION TO COUNCIL

RECOMMENDATION TO COUNCIL:

RESOLVED on the motion of Councillor Devine, seconded by Councillor Bassett.

That Council:

1. Receives the information.
2. Extends congratulations to the winners of the Hawkesbury Business Christmas Decorations Competition 2005.
3. Circulates letters of thanks to Valad Property Group and Dunnet Properties P/L for their sponsorship support.
4. Continues to run the Hawkesbury Business Christmas Decorations Competition for 2006 and considers funding in the next budget process.

Item: 2 EMAC - Glossodia and Wilberforce Businesses Plans (95497)

DISCUSSION:

- Mr Graeme Faulkner indicated that without community support, Council was unable to execute the proposed business plans for Glossodia and Wilberforce.
- In response to the requests by business operators in Glossodia, shopping centre signage is to be updated with funds re-allocated for this purpose.

- The Signposting Working Party has agreed on designs and signage is to be rolled out shortly once layouts are approved. FM will go back to community to advise outcome.

MOTION:

RESOLVED on the motion of Councillor Wearne, seconded by Councillor Mr Peter Hudson.

Refer to COMMITTEE RECOMMENDATION TO COUNCIL

RECOMMENDATION TO COUNCIL:

RESOLVED on the motion of Councillor Wearne, seconded by Councillor Mr Peter Hudson

That Council:

1. Receives the information.

2. Use the funds previously allocated by Council for the business plans and the tourism/infrastructure projects in the commercial areas of Glossodia and Wilberforce for the renewal of the pole sign and directional board sign at each location.

3. Advises the business operators in the commercial areas of Glossodia and Wilberforce of 2 above and the roll out of these signs.

Item: 3 EMAC - e-Enabling the Hawkesbury - Information Technology Review - (91811, 91367, 79352)

DISCUSSION:

- Mr Phillips advised that Council's Information Services has been reviewed in conjuction with the ConsultPoint report and structural changes will be made in line with budget process.

- Ms Fairleigh and Mr Melton believe the ConsultPoint report includes excellent e-commerce initiatives commenting that well known models and methodologies have been implemented.

- Mr Hudson commented that e-commence education for the community should be included to enable process understanding, application to individual businesses, and the ability to take advantage of the process.

- Mr Phillips advised that Council can in time develop a commercial offering involving the use of e-technology for business customers.

- It was noted that on-line DA's are currently not avaiable through Council.

- The committee supported the recommendations by S.Phillips and commended the quality of the report which supports the evolution of e-commerce in the Hawkesbury.

MOTION:

RESOLVED on the motion of Ms Janette Fairleigh, seconded by Councillor Wearne.

Refer to COMMITTEE RECOMMENDATION TO COUNCIL

RECOMMENDATION TO COUNCIL:

RESOLVED on the motion of Ms Janette Fairleigh, seconded by Councillor Wearne

That Council:

1. Receives the report by Consult Point Pty Ltd dated 16 December 2005.

2. Gives in-principle support to the recommendations arising from the information technology review (IT Review) and that the necessary operational plans and capital requirements be considered as part of the 2006/7 budget process and incorporated into Council's Management Plan as appropriate.

SECTION 4 - Reports for Information

Item: 4 EMAC - Developing Capital Markets - Hawkesbury Stock Exchange - Update - (95497)

DISCUSSION:

- The Newcastle Stock Exchange (NSX) believes that there is a market in the Hawkesbury for a stock exchange.
- A Hawkesbury Stock Exchange information session will be held on 16 March 2006 targeting all Legal and Accounting professionals in the Hawkesbury. The strategy being that Accountants and Lawyers will be the advisers to the community.
- The members of the E-Commerce/Markets Advisory Committee will be invited to attend.
- The committee noted that Penrith Council contacted NSX within 2-days after they heard that Hawkesbury City Council has commenced discussions.
- Mr Phillips advised that a large local employer has now been sold. The Managing Director advised Council that if the HSX has been running a year ago the company might have benefited by having an ability to list on a public exchange. Many local companies are entering a generational change which will require exit strategies.
- Targeted businesses to list on the HSX will be top 20 Hawkesbury businesses along with any recommendations from the legal profession.

MOTION:

RESOLVED on the motion of Councillor Bassett, seconded by Councillor Devine.

Refer to RESOLUTION

RESOLUTION:

RESOLVED on the motion of Councillor Bassett, seconded by Councillor Devine.

That the information be received.

Item: 5 EMAC - Hawkesbury City Business Advisory Centre (Div. of PC&D BAC Ltd) - (95497)

DISCUSSION:

- Ms Mann is a Board member representing Hawkesbury City Council on the Penrith City and District Business Advisory Centre Committee (PC&D BAC Ltd). The Committee is primarily funded with State and Regional Development funding provided to business centres in the super regions, with their main office in Penrith and satellite offices in the Hawkesbury and Blue Mountains.
- The PC&D BAC Ltd provides feedback on businesses in the area, activity that leads to the establishment of businesses, business programs, and incubator spaces in Penrith ie businesses moving on and retained space.

- Hawkesbury City Council provides support to the PC&D BAC Ltd. Ms Mann will monitor Council's return on investment and ensure that Council is kept up to date.

MOTION:

RESOLVED on the motion of Councillor Wearne, seconded by Councillor Bassett.

Refer to RESOLUTION

RESOLUTION:

RESOLVED on the motion of Councillor Wearne, seconded by Councillor Bassett

That the information be received.

Item: 6 EMAC - Young Achievements Australia - Hawkesbury Business Skills Program 2006 - (95497)

DISCUSSION:

- Council will run the Hawkesbury Business Skills Program in 2006. High School students who are high achievers will develop a concept, manufacture and market the concept, run the business, and then close it down, distributing dividends, all in a 6 months cycle. The program is designed to provide a link for a future business network by encouraging the students to look a business studies which may well lead them to becoming future business entrepreneurs.

- YAA currently have 13 students ready to commence. However 15-25 students are needed for the program to be successful.

- It is essential that the local business sector provides a mentoring role to the students. Students will encounter all the issues of running a business - hard decisions, human behavioural issues etc and the knowledge and expertise of experienced business mentors will help them with a commonsense approach to business.

- Mentors will be required to meet with students every week initially on a Monday night, on a rotational basis during the market development stage, and then for the last 4 weeks for the wind down of the business.

- Council currently has 2 mentors ready to start. The EMAC is requested to provide at least two mentors and volunteers should advise Ms Mann of their availability.

- Ms Mann will discuss with YAA next week the proposed students, mentors and target dates.

MOTION:

RESOLVED on the motion of Mr Justin Melton, seconded by Councillor Wearne.

Refer to RESOLUTION

RESOLUTION:

RESOLVED on the motion of Councillor Mr Justin Melton, seconded by Councillor Wearne.

That the information be received.

GENERAL BUSINESS

1. Business Plan 2006-2007

The Committee is requested review the current Business Plan and to provide thoughts on fundamentals elements to be included in the 2006-2007 Business Plan to Stephen Phillips over the next 6 weeks. A draft Business Plan 2006-2007 will be prepared for the next Committee meeting for consideration.

2. Mayoral Reception - Welcome to Business

The Mayoral Reception - Welcome to Business 2006 will be held on 20 July 2006. The Commercial Response Unit is curently finalising arrangements. The Committee will be advised on required involvement.

The meeting terminated at 8.15pm.

Submitted to and confirmed at the meeting of the E-commerce/Markets Advisory Committee held on 2 March 2006.

oooO END OF REPORT Oooo

ordinary

meeting

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business
paper

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