Hawkesbury City Council

ordinary meeting business paper

date of meeting: 10 October 2006
location: council chambers
time: 5:00 p.m.

mission statement

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

How Council Operates

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

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

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

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.

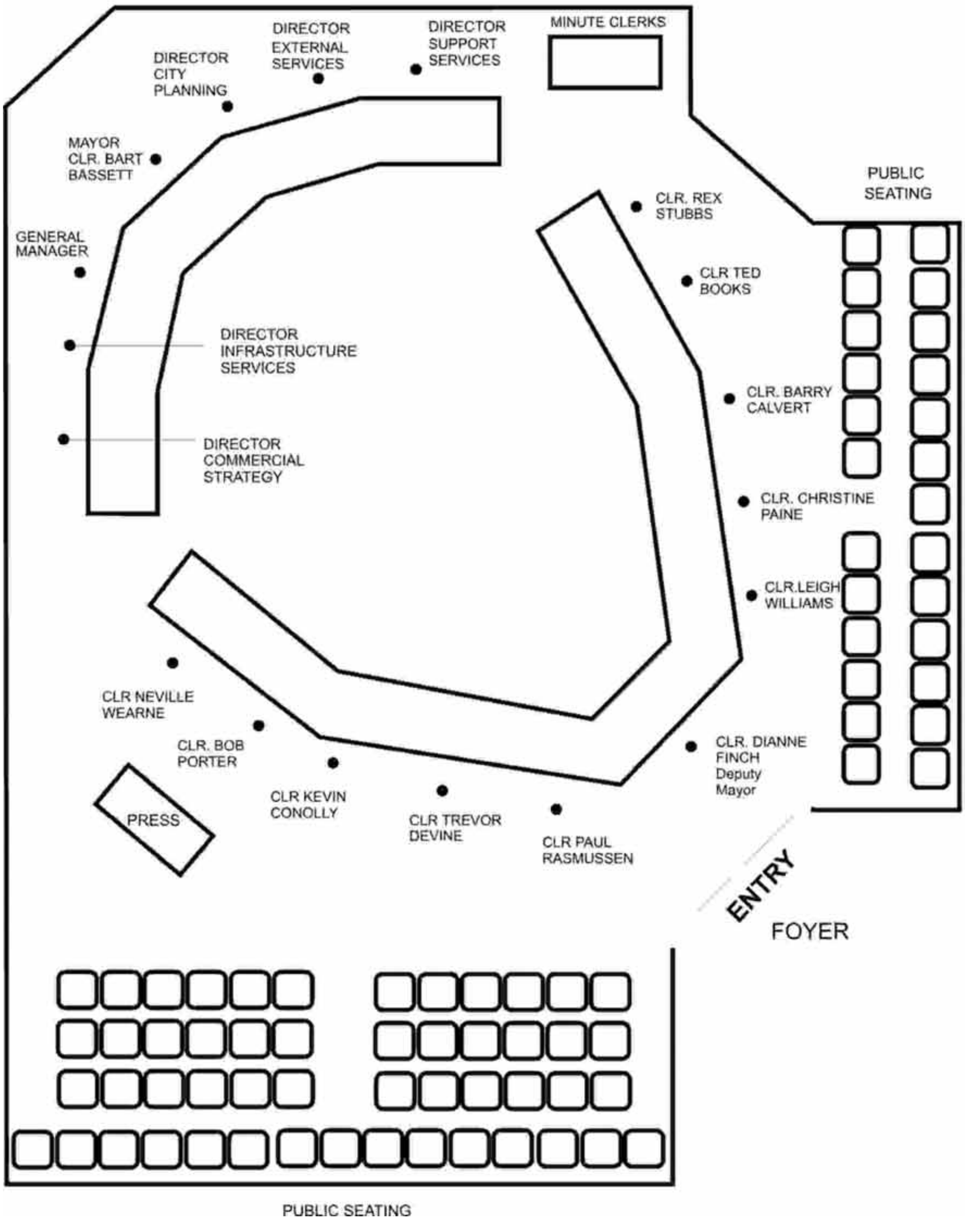
Website

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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ORDINARY MEETING

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section 1

confirmation of minutes

SECTION 1 - Confirmation of Minutes

QUESTIONS WITH NOTICE

Question With Notice - Tinda Creek Sandmine - (80105, 95498, 95495)

Submitted by: Councillor L Williams

I would be pleased if you could arrange for me to receive answers for the following:

1. Is it a fact that Birdon Contracting Pty Limited is operating "out of Area"?

2. Is it a fact that Birdon commenced operations, and continues to operate, without an Erosion and Control Plan being submitted as required by their consent?

3. If 1. and 2. is in fact true, should Council require Birdon to cease operations?

4. Has Council investigated the complaint of Mr Danny Pullicin of 15 May 2006, where Mr Pullicin complains that Tinda Creek was ceased to flow, and the subsequent environmental damage which could occur from such an event?

5. Is it a fact that Birdons operations have caused the water table to drop markedly, the aquifer to be pierced, or the drying up (or re-routing) of Tinda Creek to occur?

6. If any of 5. is correct, should Council require Birdon to cease operations and rectify the situation?

NOTE BY MANAGEMENT:

Where possible, a response to the above questions will be tabled at the meeting.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF NOTICE OF MOTION Oooo

ordinary

section 4

reports

for determination

SECTION 4 - Reports for Determination

GENERAL MANAGER

Item: 238 GM - Industrial Relations: Request from Ministers of Local Government and Industrial Relations regarding Workchoices - (79351, 79355, 84718, 83254)

REPORT:

The Federal Government's WorkChoices legislation came into effect on 27 March 2006 and consequently is now law. Some question still remains over the applicability of the legislation in a number of areas, which are currently the subject of deliberation of the High Court of Australia, which is considering a 'constitutional challenge' to the legislation mounted by a number of State Governments and various union representative bodies.

In early 2006 the NSW Ministers of Local Government and Industrial Relations wrote to all NSW Councils (attachment 1) seeking their consideration of entering into 'contractual' arrangements with employees such that on matters relating to 'disputes' between employers and employees, and 'unfair dismissals', that the parties agree to appoint the NSW Industrial Relations Commission to act as the determining party for such matters.

Management has delayed considering this matter until the outcome of the constitutional challenge with the High Court is known. However, there is no guarantee that the matter will be determined in the near future, hence the matter is presented to Council for its consideration now.

Whilst it is recognised that the motivation for the WorkChoices legislation arose from a perceived need to increase labour flexibility in a context of increased competitive pressure for organisations in an increasingly 'globalised' marketplace, there is still some question as to whether or not the concept of a 'trading corporation' as defined in the legislation will apply to Local Government.

Notwithstanding the above, it can be argued the NSW Industrial Relations commission has served the NSW Local Government industry well during its reign, and while, as in most cases, there may have been decisions Council may not have agreed with, on balance the Commission has been successful in assisting with the majority of disputes put forward by Local Government generally.

Additionally, the continued role of the Commission is consistent with two fundamental philosophical positions that have underpinned the Australian Industrial Relations Systems for decades, viz

- equity in bargaining, and
- the 'fair go all round' principle

Equity in Bargaining

This principle supports the observation that there is greater moral persuasion for parties to abide by agreements negotiated when both parties have negotiated with each other on an equitable basis to reach the agreed outcome. If agreement has not been achieved through an equitable process, then one or other party may feel less than morally bound to abide by it with consequences arising for such an agreement in the longer term.

'Fair Go All Round'

This principle is very much a product of our Australian culture and is a concept that is enshrined in our Industrial Relations System. The process of procedural fairness derives from the concept.

The NSW Industrial Relations Commission has, during the course of its tenure, underwritten the application of both concepts through its participation as "Independent Umpire" as it deliberates on matters of dispute from an objective perspective based on principle and legislation, rather than the subjective viewpoint of either employer or employee.

It is suggested that in the context of Local Government only, because that is our field of experience, the role of the NSW Industrial Relations Commission as independent umpire on matters of dispute has provided a form of protection for employees and employers alike, insofar as it has maintained the integrity of an Industrial Relations System based on equity in bargaining and the 'fair go all round' principle.

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 achieving this future"*

Funding

The are no additional funding implications

RECOMMENDATION:

That Council formally responds to the NSW Ministers for Local Government and Industrial Relations indicating that, subject to

(i) the finalisation of the constitutional challenge to the WorkChoices legislation in the High Court and;

(ii) Council being legally able to enter into the agreements outlined in the Ministers' correspondence of 23 March 2006,

Council intends to enshrine the principles of equity in bargaining and 'fair go all round' into contracts of employment and/or Workplace Agreements with its employees and recognises that the NSW Industrial Relations Commission is one vehicle that can assist in the facilitation of such an approach.

ATTACHMENTS:

AT - 1 Letter dated 23 March, 2006 from Minister for Industrial Relations, Mr John Della Bosca MLC and Minister for Local Government, Mr Kerry Hickey MP.

AT - 1 Letter dated 23 March, 2006 from Minister for Industrial Relations, Mr John Della Bosca MLC and Minister for Local Government, Mr Kerry Hickey MP.

**To view this image,
Please refer to the separate
Attachments Document (Maps)**

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Attachments Document (Maps)**

oooO END OF REPORT Oooo

CITY PLANNING

Item: 239 **CP - Hawkesbury Development Control Plan - Part E Chapter 6 - Bligh Park Neighbourhood Business Precinct - (95498)**

Previous Item: 34, Ordinary (28 February 2006)
139, Ordinary (13 December 2005)

REPORT:

Background

Council at its meeting of 28 February 2006 resolved to amend the draft Development Control Plan (DCP) for the Bligh Park Neighbourhood Business Precinct and place the DCP on public exhibition. In accordance with the Council resolution, the DCP was amended to provide:

- 750sqm of commercial area;
- Provision for a maximum of 1500sqm should the North Bligh Park/South Windsor extension be developed for residential purposes; and
- Remainder of the site used for housing and provide pedestrian access from Porpoise Crescent.

The purpose of this report is to advise Council of the public exhibition of the DCP.

The DCP was placed on public exhibition for a period of 32 days from Tuesday, 8 August 2006 until Friday, 8 September 2006. Advertisements were placed in the Hawkesbury Independent. Copies of the DCP were available at Council's Enquiries Counter and on Council's website. Approximately 58 adjoining owners and residents were also notified.

Submissions

Two submissions were received. Council resolved at its meeting of 28 February 2006 that a workshop be held following the exhibition of draft DCP. Given the limited community response, it is considered appropriate for Council to consider the public submissions at this meeting.

The details of each submission are summarised below.

Mrs R Coutts - 134 Colonial Drive, Bligh Park

This submission sought answers to a number of questions about the future tenancy of the proposed commercial component of the DCP, including whether there would be a post office and hours of operation for the shops and delivery to shops. The submission also requested the avoidance of graffiti attracting fences, the protection of as many shade trees as possible and traffic calming devices in the vicinity of the laneway.

Concern was expressed about the types of businesses proposed, as there may be the potential for anti social behavior and noise or odour problems.

Traffic and road safety issues were also raised including a request for traffic calming measures to be introduced along Rifle Range Road in the vicinity of the laneway. Concern was expressed about the obstruction of view from the driveway of No.134 and the proposed entry (via a roundabout) to the subject land. A suggestion of parking restrictions along some sections of Colonial Drive was made.

Comments:

Many of these comments relate to the operational issues of the commercial areas and at this stage no final uses of the shops have been contemplated. The DCP does contain general principles to encourage a range of shops and services that are appropriate and convenient to the local needs. This would be a matter for consideration of the development application stage.

The landscaping component of the draft DCP requires the existing remnant vegetation to be incorporated, particularly in the car parking area and communal open space area.

In relation to traffic and road safety, the concerns are noted and the DCP requires the development to incorporate safe, effective and convenient provision for servicing, parking and pedestrian/vehicular access and movement. Any future Development Application for the land would need to comply with this requirement and appropriate traffic arrangements made, including the consideration of no parking areas and traffic calming of this section of Colonial Drive.

Pirasta Pty Ltd

The submission from Pirasta questions the effectiveness of the DCP as it does not appropriately contemplate the economic impact on existing retail precincts. The issues are summarised as follows:

- The commercial component should be restricted to a maximum of 750sqm and this would allow for higher residential yields to be achieved.
- Further development in North Bligh Park would contain a commercial component and therefore is not required on this site.
- No provision has been made for loading and unloading.
- At peak times vehicular traffic conflicts would arise between residential and other vehicular movements.
- The residential component is not effectively assimilated into the precinct of proposed commercial use and existing community facilities.
- Integration of the cycle way and pedestrian access has a likelihood of undermining general neighbourhood and creating anti social behaviour

A new plan was submitted for consideration including a residential component of a total of 39 dwellings and restricting the commercial development to a 750sqm. It also provides for a loading/unloading area. It is suggested that the residential layout has a more controllable vehicular access whilst providing all the characteristics of a possible secure estate.

Comments:

The exhibited draft Local Environmental Plan for North Bligh Park did not contain a retail/commercial component as land had already been provided in Bligh Park. The subject land was designed to provide adequate commercial land for the locality should North Bligh Park be developed.

The first draft of the chapter of the DCP provided for an area for loading and unloading of deliveries vehicles. Following Council's resolution on 28 February 2006, the commercial floor area was significantly decreased and it was therefore considered that there would be adequate area in the car park for delivery vehicles given the small scale of the development.

An important component of the DCP was to ensure that a clear system of pedestrian and cycle circulation within the site to link adjoining residential areas, the community centre and the open space in this locality. It is therefore considered that this component should be retained in the DCP.

The revised plan submitted by Pirasta does not comply with the current provisions of the Hawkesbury Development Control plan in relation to residential development. The notion of a secure estate is noted however is inconsistent with integrating the residential, community and commercial uses of the site.

Conclusion

The DCP does not require modification as a result of the submissions and it is therefore recommended that the DCP be adopted and finalised for inclusion in the Hawkesbury Development Control Plan.

Conformance to Strategic Plan

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

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

Funding

Funding has been utilised from the Property Reserve for this work. When the land is sold, then the Property Reserve will receive the funds.

RECOMMENDATION:

That the Draft Part E, Chapter 6 - Bligh Park Neighbourhood Business Precinct be adopted and finalised in accordance with the provisions of the Environmental Planning and Assessment Act 1979.

ATTACHMENTS:

AT - 1 Chapter 6 - Bligh Park Neighbourhood Business Precinct - *(Distributed Under Separate Cover)*

oooO END OF REPORT Oooo

Item: 240 **CP - Hawkesbury Development Control Plan - Part E - Windsor Chapter - (95498)**

Previous Item: 77, Ordinary (11 April 2006)
392, Ordinary (13 December 2005)

REPORT:

Background

The draft Windsor Masterplan was finalised in May 2004 and was exhibited from July to October 2004. Council at its meeting of 13 December 2006 considered a report in relation to the draft Windsor Masterplan and resolved to defer the matter to a Council Workshop.

The matter was last reported to Council on 11 April 2006 and it was resolved that the Windsor Masterplan and Windsor Development Control Plan (DCP) be deferred until the 2006/2007 financial year. The purpose of this report is to further the progress of the Windsor Master Plan by incorporating the private works into a new chapter of the Hawkesbury DCP.

Windsor Masterplan

Substantial public works were proposed as part of the Windsor Masterplan and were to be funded as part of the Infrastructure Improvement Program. As a result of the program being rejected the funds are now not available for public works.

The Windsor Masterplan also outlined principles for the development of private land and there is still a need for controls to guide development on private land. This component can be accommodated for in a new chapter of the Hawkesbury DCP for Windsor. The new chapter would cover the same area of the Masterplan and be based on the principles of the Masterplan.

It is therefore recommended that a new chapter for the DCP be prepared based on the principles of the Windsor Masterplan to future development in Windsor.

In relation to the public domain works for the beautification of Windsor Town Centre it is recommended that a further report be prepared on the proposed public works including what public infrastructure could be available for planning agreements. An example may be the use of planning agreements for pavement work or street trees.

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

At this stage there are no funding implications.

RECOMMENDATION:

That:

1. A Development Control Plan be prepared in accordance with the provisions of the Environmental Planning and Assessment Act and Regulation for Windsor Town Centre, based on the principles for private land in the Windsor Masterplan.

2. A further report be prepared for Council's consideration on public infrastructure requirements available for inclusion in planning agreements.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 241 CP - Strategic Planning Committee Resolutions - 31 August 2006 - (95498, 91368)

REPORT:

The Strategic Planning Committee at its meeting on 31 August 2006 dealt with several items that require recommendations to Council.

Item 1 Developing an Asset Management Program for Existing Infrastructure and Lobby for Increased Funding.

The Committee received a report on the Asset Management Program which recommended a slight change in direction for this program. Council will recall that previously there were recommendations from the Strategic Planning Committee to establish an Asset Management Program and to allocate funding for a consultant to carry out a ‘gap analysis’. The Asset Management Team has been established with representatives from the Asset Managers, Strategic Planner, Finance and IT Managers but recent events have recommended a slight change in direction. Council is now able to participate in alliance with other Councils to pool resources to carry out a development of Asset Management Plans which will also include a high level gap analysis. A report to the Committee recommended that the funding allocation for the gap analysis be redirected to develop these asset management plans. Currently, $25,000 is allocated to this task from within the City Planning budget. Additional funds of $17,000 will be required from other asset management funds.

Item 2 Update on Strategic Tasks

The Committee received an update on the strategic tasks and their progress to date and the Committee resolved that:

1. The correct wording in reference to the Strategic Plan to “Masterplan” should be changed to “Windsor Masterplan”.

Item 3 Strategic Business Plan

There was discussion of the need to review the Strategic Business Plan and such issues as urbanisation, development west of the river and three town sewerage and development Bligh Park/South Windsor, all issues which need to be addressed. There was also some discussion on the land use tables contained in the new standard template for Local Environmental Plans will also need to be understood precisely to ensure that appropriate flexibility is given in their interpretation. The Committee recommendation was

That Council:

1. Review the state direction from a land use point of view.
2. Review state plan.
3. Develop a corporate plan based on the customer service communication strategy.
4. Develop Key Performance Indicators.
5. Review entire direction by April 2007.
6. Continue development of key projects in train, including the RAAF.

Item 4 Equine Industry

There was some general discussion concerning the Equine Industry and the direction that Council should take to facilitate and enhance the effect this industry is having on the local economy. The recommendation from the Committee was that the issue of the Equine Industry should be referred to the E-Commerce and Markets Advisory Committee.

Conformance to Strategic Plan

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

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

Funding

There is no impact on the current budget, funds are already allocated for this task.

RECOMMENDATION:

That:

1. The current funding of the $25,000 allocated to Gap Analysis be redirected to the Comprehensive Set of Asset Management Plans.

2. Additional funding of $17,000 be allocated from the funds associated with Building Services, Waste Water, Roads, Parks and Storm Water at $3,000 each and $2,000 from Financial Planning.

3. The wording in the Strategic Plan referring to “Masterplan” should be altered to read “Windsor Masterplan”.

4. Review the State Government direction as set out in the Metropolitan Strategy from a land use point of view and its impact on this Local Government area.

5. Review the State Plan.

6. Develop Key Performance Indicators for the Strategic Plan.

7. Review entire direction of the Strategic Plan by April 2007.

8. Continue development of key projects in train, including the RAAF.

9. That the E-Commerce and Markets Advisory Committee approach the Equine Industry to see what opportunities are available.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

COMMERCIAL STRATEGY

Item: 242 **CS - Young Achievements Australia - Hawkesbury Business Skills Program 2006 - Mentor Gratitude - (95497)**

REPORT:

The Council sponsored Young Achievements Australia's – Hawkesbury Business Skills Program 2006 (Program) which kicked-off on 11 April 2006 with the first meeting involving high school students and mentors. The Program has progressed well with students forming a company under the name of Happy Aquador and creating a mobile phone sock, which is branded as a "Phondom". Sales have enabled a substantial return-on-investment to be achieved and as a result shareholders will receive a healthy dividend. Outcomes of the Program will be further reported to Council after the completion of the Program and the closing of the company books on 31 October 2006.

For the Program to be successful, it has relied on Mentors drawn from our local business community to provide guidance to the students throughout the Program. The mentors are a good mix of local business operators and workers who come from a variety of different backgrounds and career paths, which has greatly assisted the student-company. The mentors are listed in Table (1) below.

Table 1 - YAA - Hawkesbury Business Skills Program 2006 - Mentors		
Business Person		
1.	Alan Blake	Director, Blakes Marine
2.	Rachel Goldsworthy	Rachel Goldsworthy Realty
3.	Sorcha Daynes	Bubba Moe Baby Slings
4.	Christopher Veitch	Millennium Accounting Solutions
Council Committee representative/ Business Person		
5.	Peter Hudson	E-commerce/ Markets Advisory Committee; E- Business Consultant; Café operator
6.	Alan Eagle	Strategic Planning Committee; Business Consultant
Council Officers		
7.	John Munns	Manager Building Support, Infrastructure Support Division
8.	Stephen Phillips	Director Commercial Strategy Division
9.	Fiona Mann	CRU, Commercial Strategy Division

The company tasks including company meeting procedures and ethics, a finance plan, a marketing plan (and sales training), purchasing procedures, manufacturing procedures (and training and OH&S) and not least the company annual report could not have been achieved without the guidance of the mentors who were able to provide business work-life experience for the students to learn from. The involvement of the Mentors to the Program cannot be underestimated, including:

- attending weekly meetings with the company-students over the last six months,
- providing advice on managerial areas to company-students on demand and for specific tasks,

[inc. marketing strategies; sales avenues, targets and incentives; finance and budget spreadsheets and measures; annual report set up and content]

- undertaking a sales training workshop for company-students,
- auditing the company, at key accounting stages,
- undertaking sales along side company-students at Windsor Mall Craft Markets on weekends,
- stocking and undertaking sales of the product via their marketing channels eg. shop front, Websites,
- attending the mandatory Trade Day at Miranda Fair on a weekend,
- organising presentations by company-students for key business and community groups to promote Program (and sales points) eg. Rotary Windsor and Hawkesbury, the Chamber of Commerce,
- attending trade stalls at company-students schools,
- promoting the Program to fellow business people,
- providing in-kind contribution, including printing costs, e-banking facilities, production materials and access to manufacturing infrastructure (industrial sewing machines), and
- providing incentives, including Awards (monetary, and gifts of approximately $200.00) eg. top sales person, learning outcomes.

As with any partnership program, which involves Council and the community, it relies on the interest and commitment of volunteers, and in the Program's case, the mentors who have business experience. Importantly, such volunteers have a willingness to support the learning opportunities of the next generation of business leaders, owners and workers. It is always encouraging to experience this willingness to be involved in Council sponsored programs especially as people lead busy lives.

The commitment of the Mentors to the Program was recognised by the E-Commerce / Markets Advisory Committee (ECMAC) at its meeting on 29 June 2006, when considering a progress report. Members felt it would be appropriate for Council to consider how it might express its gratitude to the Mentors.

Proposal

That Council’s gratitude towards the Mentors, in particular local business personas and Council Committee representatives for being involved in the Program be shown by:

- Hosting a luncheon for the Mentors after the completion of the Program, extending invitations to the EMAC members; and
- Sponsoring interested Mentors (and partners) to attend the Program's YAA 2006 Awards Evening on Friday, 10 November 2006 ($70.00 per head). The Awards Evening is the celebratory activity of the Program, which will give Mentors an opportunity to meet other mentors and to promote the Program in Western Sydney.

A budget of $1,200 is considered to be sufficient for planning costs associated with the luncheon and Awards Evening and this amount is available from approved budgets in the Commercial Strategy Division.

Conformance to Strategic Plan

This proposal is deemed to conform to the objectives as set out in Council’s Strategic Plan, viz:

> "Help ensure a stable employment base - *Discussions with Registered Training Organisations (RTOs) to identify skills and training gaps"*

Funding

All costs will be met from approved budgets for local economic development.

RECOMMENDATION:

That:

1. Council extends its gratitude to the mentors for their involvement and support of the Young Achievements Australia's Program.

2. An amount of up to $1,200 be allocated for the attendance of the mentors at the Young Achievements Australia's Awards Evening and a Council luncheon.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 243 **CS - Economic Impact and Technology Park Study - Richmond RAAF - (95497, 91811, 81055)**

Previous Item: 189, Ordinary (14 December 2004)
367, Ordinary (29 November 2005)

REPORT:

At the Ordinary Meeting held on 29 August 2006, Council resolved to:

1. *Endorse the "stay" option and formally communicate this position to the consultants and Department of Defence and publicly advocates this position.*

2. *Make available to the consultants all available information relating to the social and economic contribution made by RAAF Richmond to the Hawkesbury.*

3. *Alert Regional Councils, agencies and community organisations to the study being undertaken.*

This resolution was made in relation to the awarding of a tender by the Department of Defence to conduct a study to assess the economic impact of operating scenarios concerning the Richmond RAAF Base and the feasibility of establishing a technology business park to support base operations.

Members of Council's RAAF Working Party recently met with representatives of the Department of Defence to clarify the conduct of the study and the consultation process involved. Council also had the opportunity to discuss its own submission with the consultants who indicated that there were many issues to be considered from the details contained within the submission.

It became apparent to the officers present at the meeting that there had been some delays in establishing the consultation process and that perhaps Council should seek an extension of the consultation period in order for the consultants to fully appraise themselves of the submissions received. The consultation period will currently run from Tuesday, 3 October to Wednesday, 25 October 2006.

Proposal

It is proposed that Council seek an extension of the public consultation period to ensure that adequate consideration is given to the submissions received.

Conformance to Strategic Plan

Not applicable.

Funding

Not applicable.

RECOMMENDATION:

That a request be made in writing to the Local Federal Member Mr Kerry Bartlett, to seek an extension of the public consultation period, as part of the study being undertaken by the Department of Defence into the future of the Richmond RAAF Base and feasibility of establishing a technology business park, by two months.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

INFRASTRUCTURE SERVICES

Item: 244 IS - Road Naming Proposal - Henderson/Forest Place, South Windsor - (79346)

REPORT:

Incorporated within a 12 lot residential subdivision of Lot 1, DP 847804, Woods Road, South Windsor undertaken by Landcom, is a public road running in a generally north-east direction from Woods Road.

The plan of subdivision bearing the designated name of "Forest Place", allocated by the developer, was registered by the Land Titles Office as DP1065214 on 6 May, 2004.

This method of road naming did not comply with either the Roads Act, 1993 nor the Roads (General) Regulation which stipulate that road naming can only be undertaken by the appropriate road authority, in this case being Council not Landcom.

1) Background

a) Ordinary Meeting, 8/6/2004 - in response to a report recommending that the name "Forest Place" be adopted as it was felt that the matter had progressed beyond established administrative procedures given registration of the Linen Plan, it was resolved that public comment be sought regarding that name;

b) General Purpose Committee, 2/11/2004 - in response to a report advising the result of the public comment process and recommending that the name "Forest Place" be adopted, it was resolved to recommend to Council that the road be named "Robert Dick Place";

c) Ordinary Meeting, 9/11/2004 - in response to the General Purpose Committee recommendation of 2/11/2004, it was resolved that Council choose a name and re-advertised the naming of this public road;

d) General Purpose Committee, 30/11/2004 - in response to the Ordinary Meeting resolution of 9/11/2004 and following recommendation by the Hawkesbury Historical Society, it was resolved to recommend to Council that the road be named "Ben Richards Place";

e) Ordinary Meeting, 14 December, 2004 - it was resolved that public comment be sought from property owners and residents within a 750 metre radius of the road regarding naming of the road as "Henderson Place"

2) Current Public Comment

a) Public comment in relation to the name "Henderson Place" was sought by way of advertisement in the Hawkesbury Independent as well as correspondence forwarded to 1293 property owners/residents within a 750 m radius of the road;

b) The public comment period closed on 15/9/2006 with the following result:

i) no objection - 2 (Department of Lands, NSW Police Service)

ii) in favour - 6 (Mrs Y Waters, Mr B Stewart, Mrs P Howlett, Mr L Ernst, Ms F Welsh; Mr M & Mrs C Edwards)

iii) objection - 3 (Mr R Hutton, Mrs Y Meyer, Mr M Geake)

iv) miscellaneous - 1 (City Mutual Home Loans)

3) Comment

a) Comment by the NSW Police Service was received on 28 September 2006, after expiration of the public comment period; late submission notwithstanding, comment by the Department of Lands and the NSW Police Service satisfy statutory/procedural requirements and have no bearing on the issue at hand in terms of community expectation; for the purposes of this report, comment by these organisations will be disregarded - it should be noted that each organisation had no objection to use of the name "Forest Place";

b) Comments in favour of "Henderson Place" were essentially brief and may be summarised as "appropriate in honouring the memory of the Henderson family" (Mrs Y Waters), "tasteful and thoughtful gesture to a significant local family" (Mr B Stewart), and "the Henderson family was a local business as distinct from Ben Richards who established the Riverstone Meatworks…but Riverstone is not in our area but in the Blacktown City Council area" (Mrs P Howlett); the balance of representations indicated preference without supporting comment;

c) Significantly, no person making representation in favour of the name "Henderson Place" lives, or owns property, in the subject road;

d) Objection to the name "Henderson Place" was received from two owners/residents of three properties in the road and 1 other party; objection centred on retention of the name "Forest Place" based on the following reasons:

i) "Forest Place" was the designated name upon registration of the Linen Plan at the Land Titles Office and local residents and owners of property within the road have always known the road as that name;

ii) Pleasing aspect to the name "Forest Place" and taken into consideration on purchase of lots;

iii) "Forest Place" is now registered with mapping organisations and starting to appear in street directories;

iv) Whilst known as "Forest Place" since development, there has been difficulty in establishing utility/business/personal mail delivery, including cost/time in adjusting all personal data across a range of service providers. This will now be repeated should the road be re-named "Henderson Place";

v) Concern that should the name of the road be altered to Henderson Place that insurance policies may be void, particularly in relation to buildings under construction;

vi) Appealing for the wishes of the owners of properties within the road to be the determining criteria, being the most directly affected and having to bear any costs associated with any name change;

e) Comment listed as Miscellaneous at Item 2(b)(iv) above was submitted by City Mutual Home Loans on behalf of 5 property owners within the road in its capacity as Mortgage Originator and Manager for Perpetual Trustees Victoria Limited (Perpetual) - this comment did not express any comment either in favour or disfavour of a road name but did advise the following costs to be incurred by those property owners in amending records:

i) Amended Valuation Report - $440.00

ii) Solicitor's fee for preparation/execution of mortgage Documents - $434.50

iii) Production fee to obtain existing mortgages held in trust - $99.50

f) as stated, City Mutual Home Loans submitted comment on behalf of five property owners, two of whom had made written submission (Mr R Hutton/ Mrs Y Meyer); the remaining three property owners, whilst not making direct written submission to Council, appear to support retention of the name of "Forest Place" in having a third party advise costs that they would incur.

g) By extension, six respondents are in favour of "Henderson Place", with six in favour of retention of "Forest Place";

h) On balance, and having regard to the wishes of residents of this road, being the persons most directly affected both in terms of the road name itself as well as costs/time associated with alteration of records, it is felt that the name of this road should be retained as "Forest Place".

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

No impact on current budget.

RECOMMENDATION:

That the public road bounded by Lots 1 -9, 11 -12 DP 1065214 and extending in a generally north easterly direction from Woods Road, South Windsor be named "Forest Place".

ATTACHMENTS:

AT - 1 Sketch Plan - Locality of Public Comment received for Forest Place, South Windsor

AT - 1 Sketch Plan - Locality of Public Comment received for Forest Place, South Windsor

**To view this image,
Please refer to the separate
Attachments Document (Maps)**

oooO END OF REPORT Oooo

Item: 245 **IS - Bridge Naming Proposal - Windsor Road, McGraths Hill - (79346, 73625)**

Previous Item: 135, Ordinary (27 June 2006)

REPORT:

Council at its meeting held on 27 June 2006 considered a report in relation to the naming of a bridge on Windsor Road, McGraths Hill. The original report is attached.

Council at that meeting resolved:

> *"That the Roads and Traffic Authority be advised that Council has no objection to naming the subject bridge as 'Ashley's Bridge'."*

Further correspondence has been received from the Roads and Traffic Authority to advise that it is the Authority's preferred position to have strong community support where a public asset is to be dedicated to the memory of a member of the local community. The Authority advises that is has received a request from the family, endorsement from a local doctor and an objection to the proposed naming, and have requested confirmation that the naming of 'Ashley's Bridge' has broad community support prior to the RTA making a recommendation on this issue.

It should be noted that an employee of a contractor was killed at this location when the previous timber bridge was being constructed and a motorist died on the South Creek Bridge in 2004.

This is an emotive issue and it would be prudent to liaise with the RTA to develop a protocol in relation to the naming of structures prior to further consideration of 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: 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

No impact on current budget.

RECOMMENDATION:

That the formulation of a protocol in relation to naming structures be undertaken in consultation with the Roads and Traffic Authority and be reported to Council for consideration.

ATTACHMENTS:

AT - 1 Ordinary Report of 27 June 2006

AT - 1 Ordinary Report of 27 June 2006

ITEM **IS - Bridge Naming Proposal - Windsor Road, McGraths Hill - (79346, 73625)**

REPORT:

Correspondence has been received from the Roads and Traffic Authority seeking Council's consideration and concurrence to naming of the bridge over the un-named creek, Windsor Road, McGraths Hill, as 'Ashley's Bridge'. This bridge is located approximately 230 metres north-west of intersection of Pitt Town Road and Windsor Road.

Twenty year old Ashley Morris was struck by a car and fatally injured whilst crossing this un-named bridge in October 2005. In Ashley's short life he was involved in many local sporting, scouting and community organisations. Ashley was highly respected by his friends, community leaders and work colleagues.

Under the Roads Act, 1993, the Roads and Traffic Authority is the naming authority for classified main roads and associated infrastructure and this application appears to be part of the community consultation process.

As Windsor Road is a classified main road, this naming proposal is essentially a matter for the Authority to determine.

The potential for extension of this principle to bridges on local roads within the Hawkesbury Local Government Area, and for which Council is the naming authority, is of concern having regard to costs associated with administration and erection and maintenance of signage.

Conformance to Strategic Plan

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

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

Funding

No impact on current budget.

RECOMMENDATION:

That:

1. The Roads and Traffic Authority be advised that Council has no objection to naming the subject bridge as 'Ashley's Bridge'; and,

2. As a matter of policy, that bridges on local roads under the control of Council not be named.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 246 **IS - Native Title Determination Application NG6061/698: Darug People - (79354, 27333)**

REPORT:

Correspondence has been received from the Department of Lands in relation to the lodgement of native title determination application NG6061/98 by the Darug People in 1997. The boundaries of this claim stretch approximately from the Colo River in the north, to Appin in the south, and from Mount Victoria in the west to the coastline of NSW between the southern shore point of Port Jackson and the northern shore of Botany Bay in the east.

Officers of the Department of Lands are currently negotiating with the Darug People in an attempt to achieve the settlement of the claim by way of an Indigenous Land Use Agreement (ILUA). Council have been invited to become involved in the ILUA negotiations, with a view to negotiate input by the Darug People into the management of Crown land under the care, control and management of Council. The subject areas are located within what has become known as the 'Agreement Area' of the claim, as shown on the map in Attachment 1. A map of Crown land under the care, control and management of Council will be displayed at the meeting.

The Department has also inquired as to whether Council has a formal or informal mechanism in place to deal with consultation with Aboriginal people regarding the management of lands within the Hawkesbury local government area. Whilst input is sought from the local Aboriginal groups as part of the classification process of Council owned public reserves, there is no process required to classify crown reserves under Council's care and control.

It is felt appropriate that at this stage Council indicate it is willing to participate in the negotiation of the ILUA.

Conformance to Strategic Plan

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

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

Funding

No impact on current funding.

RECOMMENDATION:

That the Department of Lands be advised that:

1. There is currently a formal mechanism whereby Aboriginal people are consulted in relation to the Plan of Management process of Council owned reserves, but not Crown reserves.

2. Council is willing to participate in the negotiation of an Indigenous Land Use Agreement.

ATTACHMENTS:

AT - 1 Native Title Determination Application - NSD6061/98 - "Agreement Area"

AT - 1 Native Title Determination Application - NSD6061/98 - "Agreement Area"

To view this image,
Please refer to the separate
Attachments Document (Maps)

oooO END OF REPORT Oooo

SUPPORT SERVICES

Item: 247 SS - Payment to Hawkesbury Sports Council Inc. - (107, 96332, 95496, 73611)

REPORT:

Set out below are the summarised financials as at 30 June 2006, of Hawkesbury Sports Council Inc. (HSCI) that Council resolved to allocate funds for 2005/2006.

Organisation		Income	Expenses	Surplus (Deficit)
Hawkesbury Sports Council Inc.	Operating	$677,037.03	$561,786.84	$115,250.19
Hawkesbury Sports Council Inc.	Capital	$267,242.73	$44,122.49	$223,120.24
TOTAL SURPLUS / (DEFICIT)		**$944,279.76**	**$605,909.33**	**$338,370.43**

HSCI has reported a surplus for the period ending 30 June 2006 of $338,370.43 . HSCI continues to maintain, manage and improve Council's sporting facilities including mowing, cleaning, repairs and security as well as collecting fees from users of the facilities.

Council's funding allocation for 2005/2006 to HSCI was $765,000.00 which included $215,000.00 for Capital expenses.

* Operating surplus of $115,250.19 from HCC will be required to help fund running costs for the first quarter of 2006/2007 financial year.

HSCI's report to HCC is as follows:

"Over the last 12 months the following Capital Works projects have been undertaken by Hawkesbury Sports Council:

1. *Construction of canteen facilities at Colbee Baseball fields.*
2. *Construction of amenities building at Colbee Baseball fields.*
3. *Extensions to amenities building at McQuade Park*
4. *Floodlighting of Deerubbin Park.*

In addition, the following maintenance works have been completed:

1. *Resurfacing and multi-purposing of Turnbull Netball / Tennis*
2. *Fencing of Mileham Street at South Windsor Netball Complex.*
3. *Relocation of Mileham Street bollards to rear of Mileham Street Netball Complex*
4. *Installation of 6 x 18 metre aluminium seats at Mileham Street Netball Complex.*
5. *Fencing of King Road at Woodlands Reserve.*
6. *Broad leaf and bindi spraying of all Parks and Reserves.*
7. *Extensions to irrigation systems at Bensons Lane Sporting Complex.*
8. *Earth works at Colbee BMX track.*
9. *Slicing and fertilising of all playing fields.*
10. *Rye grassing of McQuade Oval, Berger Road playing fields and Turnbull Oval.*
11. *Installation of ambulance entrance at Mileham Street Netball courts."*

* The comments below provide an explanation for the current surplus in Capital works:

"Development Applications have now been approved for the following:

1. Extensions to the amenities building at Woodbury Reserve.
2. Partial fencing of playing fields at Icely Park.

It is envisaged that both of the works will be completed in 2006/2007 financial year.

Development Applications have also been requested for the following works:-

1. Floodlighting of 2 main fields at Berger Road playing fields.
2. Construction of a roller storage shed at McQuade Park.

It is envisaged that both of the works will be completed in the 2006/2007 financial year."

(Information supplied by Anne Neal from HSCI)

Conformance to Strategic Plan

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

> "Provide efficient allocation of financial and physical assets for the Hawkesbury Sports Council."

Funding

No effect on current funding.

RECOMMENDATION:

That the information be received.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

Item: 248 **SS - Pecuniary Interest Returns - Councillors and Designated Persons - (79337)**

REPORT:

Section 450A of the Local Government Act, 1993 requires all Pecuniary Interest Returns lodged by Councillors and Designated Persons to be tabled at a Council Meeting.

In this regard, the following Section 449(3) Returns (Annual Returns) for the period ending 30 June 2006 have been lodged by Councillors and Designated Persons:

Councillor	Return Period	Date Lodged
Bart Bassett	1/7/05 - 30/6/06	27/7/06
Henry Books	1/7/05 - 30/6/06	8/8/06
Barry Calvert	1/7/05 - 30/6/06	26/9/06
Kevin Conolly	1/7/05 - 30/6/06	8/9/06
Trevor Devine	1/7/05 - 30/6/06	27/9/06
Dianne Finch	1/7/05 - 30/6/06	15/9/06
Christine Paine	1/7/05 - 30/6/06	26/9/06
Robert Porter	1/7/05 - 30/6/06	19/9/06
Paul Rasmussen	1/7/05 - 30/6/06	19/9/06
Rex Stubbs	1/7/05 - 30/6/06	8/8/06
Neville Wearne	1/7/05 - 30/6/06	26/9/06
Leigh Williams	1/7/05 - 30/6/06	26/9/06

Position	Return Period	Date Lodged
Manager Design & Mapping Service	1/7/05 - 30/6/06	20/9/06
Chief Information Officer	28/6/06 - 30/6/06	21/9/06
Manager Regulatory Services	1/7/05 - 30/6/06	27/7/06
Waste Management Officer	1/7/05 - 30/6/06	28/9/06
Building & Development Officer	1/7/05 - 30/6/06	21/8/06
Strategic Planner, City Planning	1/7/05 - 30/6/06	9/8/06
Director Infrastructure Services	1/7/05 - 30/6/06	24/7/06
Chief Financial Officer	13/4/05 - 30/6/06	28/7/06
General Manager	1/7/05 - 30/6/06	21/7/06
Financial Operations Co-ordinator	28/6/06 - 30/6/06	21/9/06
Manager Risk Management	1/7/05 - 30/6/06	26/7/06
Construction / Maintenance Engineer	1/7/05 - 30/6/06	22/9/06
Financial Planning Co-ordinator	28/6/06 - 30/6/06	25/7/06
Director External Services	1/7/05 - 30/6/06	27/7/06
Design Supervisor	1/7/05 - 30/6/06	24/7/06

Position	Return Period	Date Lodged
Town Planning Co-ordinator	1/7/05 - 30/6/06	18/8/06
Town Planner	1/7/05 - 30/6/06	22/9/06
Subdivision & Development Engineer	1/7/05 - 30/6/06	23/8/06
Museum / Gallery Manager	28/6/06 - 30/6/06	22/8/06
Environmental Health Officer	1/7/05 - 30/6/06	29/9/06
Director, Support Services	1/7/05 - 30/6/06	21/7/06
Compliance Enforcement Officer	2/5/06 - 30/6/06	24/8/06
Strategic Planner, City Planning	1/7/05 - 30/6/06	5/9/06
Executive Manager Community Partnerships	1/7/05 - 30/6/06	23/8/06
Supply Co-ordinator	1/7/05 - 30/6/06	7/8/06
Strategic Planner	1/7/05 - 30/6/06	31/7/06
Senior Environmental Health Officer	1/7/05 - 30/6/06	22/6/06
Librarian, Information Services & Lending	1/7/05 - 30/6/06	29/8/06
Manager Corporate Services & Governance	6/9/05 - 30/6/06	2/8/06
Building & Development Officer	1/7/05 - 30/6/06	24/8/06
Manager Building Services	1/7/05 - 30/6/06	26/7/06
Senior Town Planner	14/6/06 - 30/6/06	25/9/06
Building Co-ordinator	1/7/05 - 30/6/06	2/8/06
Senior Town Planner	1/7/05 - 30/6/06	25/9/06
Librarian, Local Studies & Community Outreach	1/7/05 - 30/6/06	28/9/06
Publishing Manager	1/7/05 - 30/6/06	31/7/06
Corporate Communications Manager	1/7/05 - 30/6/06	28/8/06
Manager Land Management	1/7/05 - 30/6/06	4/9/06
Director Commercial Strategy	1/7/05 - 30/6/06	8/8/06
Strategic Planner, City Planning	1/7/05 - 30/6/06	26/9/06
Strategic Planner, Asset Management	6/9/05 - 30/6/06	11/9/06
Building & Development Officer	1/7/05 - 30/6/06	7/8/06
Director City Planning	1/7/05 - 30/6/06	3/8/06
Environmental Health Officer	13/12/05 -30/6/06	8/8/06
Property Officer	1/7/05 - 30/6/06	21/7/06
Strategic Planner, City Planning	1/7/05 - 30/6/06	23/8/06
Manager Construction & Maintenance	1/7/05 - 30/6/06	8/9/06
Human Resources Manager	1/7/05 - 30/6/06	28/7/06
Building Services Supervisor	1/7/05 - 30/6/06	11/9/06
Environment Health Officer	1/7/05 - 30/6/06	30/8/06
Environmental Health Officer	27/6/06 - 30/6/06	20/9/06
Design Engineer	1/7/05 - 30/6/06	27/9/06
Administration Officer (Purchasing)	1/7/05 - 30/6/06	27/7/06

Position	Return Period	Date Lodged
Manager Water Management	1/7/05 - 30/6/06	21/7/06

In addition, the following Section 449(1) Returns (Initial Returns) have been lodged by Designated Persons:

Position	Return Date	Date Lodged
Mgr - Corporate Services & Governance	5/9/05	30/11/05
Strategic Planner - Asset Management	5/9/05	4/12/05
Environmental Health Officer	12/12/05	10/3/06
Compliance Enforcement Officer	1/5/06	31/7/06
Senior Town Planner	13/6/06	25/7/06
Environmental Health Officer	26/6/06	20/9/06
Chief Information Officer	27/6/06	21/9/06
Museum/Gallery Manager	27/6/06	22/8/06
Financial Operations Co-Ordinator	27/6/06	21/7/06
Financial Planning Co-Ordinator	27/6/06	25/7/06

All Councillors and Designated Persons have lodged their Returns prior to the respective due dates required by the Act for the receipt of the Returns. Also, all Returns are kept in a Register of Returns as required by the Act.

The above details are now tabled in accordance with the relevant provisions of the Act and are available for inspection if requested.

Conformance to Strategic Plan

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

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

Funding

Not applicable.

RECOMMENDATION:

That the information be received and noted.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

CONFIDENTIAL REPORTS

Item: 249 **ES - Tender 001FY07 - Garbage Collection Vehicle Tender Evaluation Report - (79348)**

Reason for Confidentiality

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

Specifically, the matter is to be dealt with pursuant to Section 10A(2)(c) of the Act as it relates to details concerning 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.

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 - Strategic Planning Committee Minutes - 31 August 2006 - (95498, 91368)

The meeting commenced at 7:12pm in the Council Committee Rooms

Present:	Mr Graeme Faulkner Mr Stephen Phillips Mr Malcolm Ryan Mr Alan Eagle Mr Robert Woog Councillor Bart Bassett Councillor Di Finch Ms Denise Handcock Councillor Kevin Conolly Councillor Rex Stubbs Councillor Neville Wearne
Apologies:	Brian Lindsay Barry Calvert Councillor Trevor Devine
In Attendance:	Robyn Kozjak - (Minute Secretary)

RESOLVED on the motion of Councillor Conolly and seconded by Councillor Stubbs that the apologies be accepted.

REPORT:

CONFIRMATION OF MINUTES

Councillor Conolly noted for recording purposes, Item 3, No. 3 of the previous Minutes was not discussed.

RESOLVED on the motion of Councillor Stubbs and seconded by Mr Alan Eagle that the Minutes of the Strategic Planning Committee held on 15 June, 2006 be confirmed, inclusive of the notation in relation to Item 3 raised by Councillor Conolly.

SECTION 2 - Reports for Determination

Item: 1 Developing an Asset Management Program for Existing Infrastructure and Lobby for Increased Funding

DISCUSSION:

- Very beneficial to have strategic alliances with other Councils.
- Asset management of sewerage system to be taken into account.

- It was noted the timeframe for completion of the Asset Management Plan is not included in the recommendation.

RECOMMENDATION TO COMMITTEE:

That:

1. The Committee note the establishment of the Asset Management Team consisting of relevant Asset Managers, Strategic Asset Planner, Finance and IT Managers.
2. The Committee is provided with a progress report on Asset Management Plan development every three months.
3. Funding of $25,000 allocated for 'gap analysis' be redirected to develop asset management plans.

MOTION:

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

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

1. The Committee note the establishment of the Asset Management Team consisting of relevant Asset Managers, Strategic Asset Planner, Finance and IT Managers.
2. The Committee is provided with a progress report on Asset Management Plan development every three months. It is envisaged the Asset Management Plan be completed in eleven months time.
3. Funding of $25,000 allocated for 'gap analysis' be redirected to develop a comprehensive set of asset management plans.

SECTION 3 - Reports for Information

Item: 2 Update on Strategic Tasks

DISCUSSION:

- A concern was raised in regard to the current position of Draft Communication Strategy. It was advised the Communication Strategy is to be amalgamated with the Customer Service Strategy.
- It is envisaged preparation of DCP for public exhibition will be completed in October and will go to Council in November.
- It is noted the following tasks have not been completed and are ongoing:
    - *regional solution for Hawkesbury/South Creek in place*.
    - *complete review of all relevant natural environment policies for Council, including regulatory, purchasing and operations*.

- An issue was raised regarding wording re fifth task outlined on page 18 of the business paper ie "*commence phase 2 of town centres master plans (Windsor Richmond and North Richmond*). It is recommended "*Windsor*" precede "*Master Plan*".

RECOMMENDATION TO COMMITTEE:

That the information be received.

MOTION:

RESOLVED on the motion of Councillor Finch, seconded by Councillor Stubbs.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That:

1. The information be received.

2. The correct wording be reinstated into the Strategic Plan when referencing "Master Plan". The wording should read "Windsor Master Plan".

SECTION 4 - General Business

Item: 3 Strategic Business Plan

DISCUSSION:

- It is essential we review our direction, from now, till April, of the Strategic Business Plan. Issues such as urbanisation, development West of the river, 3 towns sewerage and development in South Windsor/Bligh Park are all strategic issues which need to be addressed.

- Briefing on Metropolitan Strategy. Need to work on land use within the zonings that currently exist gives more flexibility.

- Aging population and tourists travelling around Australia. Feasibility of exploring how we can assist those people to move to the Hawkesbury on a temporary basis.

MOTION:

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

That Council:

1. Review the state direction from a land use point of view.

2. Review state plan.

3. Develop a corporate plan based on the customer service communication strategy.

4. Develop Key Performance Indicators.

5. Review entire direction by April 2007.

6. Continue development of key projects in train, including the RAAF.

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That Council:

1. Review the state direction from a land use point of view.

2. Review state plan.

3. Develop a corporate plan based on the customer service communication strategy.

4. Develop Key Performance Indicators.

5. Review entire direction by April 2007.

6. Continue development of key projects in train, including the RAAF.

Item: 4 Equine Industry

DISCUSSION

- Hawkesbury is a key area for the equine industry and has the potential to expand in this area.
- It is recognised people move from interstate to the Hawkesbury district to pursue their interest in the equine industry.

MOTION:

RESOLVED on the motion of Councillor Rex Stubbs, seconded by Councillor Di Finch.

That the equine industry should be taken up by the E-commerce/Market Advisory Committee (EMAC).

Refer to COMMITTEE RECOMMENDATION

COMMITTEE RECOMMENDATION:

That the equine industry should be taken up by the E-commerce/Market Advisory Committee (EMAC).

The meeting terminated at 8.20pm

Submitted to and confirmed at the Ordinary meeting held on 23 November 2006 at 7.00pm.

oooO END OF REPORT Oooo

ROC - Local Traffic Committee - 20 September 2006 - (80245, 95495)

Minutes of the Meeting of the Local Traffic Committee held in the Large Committee Room, Windsor, on Wednesday, 20 September 2006, commencing at 3.00pm.

ATTENDANCE

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

SECTION 1 - Minutes

ITEM 1.1 Minutes of Previous Meeting

The Minutes of the meeting held on 16 August 2006 were confirmed.

ITEM 1.2 Business Arising

LTC - 20 September 2006 - Item 1.2 - Proposed Alterations and Additions to North Richmond Shopping Village, 16 Riverview Street, North Richmond - DA1100/05 (Hawkesbury) - (79346)

Previous Item: Item 2.5, Local Traffic Committee (16 August 2006)

REPORT:

In consideration of this matter at its meeting held on 16 August 2006, the Committee resolved to recommend to Council:

"That:

1. *the application be supported, in principal, for the proposed car parking and access changes to the north Richmond Car Park, located at 6-16 Riverview Street, North Richmond.*
2. *the applicant address the issues raised by Mrs J Ross in total with a co-ordinated response to address points 3, 5, 7, 9 & 10.*
3. *a co-ordinated response be provided to Mrs J Ross by Council's Town Planning Section addressing the 10 points of issue raised.*
4. *the matter be further reported to the Local Traffic Committee to seek approval outlining the issues raised by Mrs J Ross."*

In consideration of this recommendation, and following an address and tabling of written response in relation to Item 2 above by Mr J Egan (Dataworks Doc No. 2334472), Council at its meeting held on 12 September 2006 resolved:

"That:

1. *the application be supported, in principal, for the proposed car parking and access changes to the North Richmond Car Park, located at 6-16 Riverview Street, North Richmond.*

2. *a co-ordinated response be provided to Mrs J Ross by Council's Town Planning Section addressing the 10 points of issue raised."*

Copies of the document tabled by Mr J Egan at the Ordinary Meeting held on 12 September 2006, as well as representations dated 15 August 2006, by Mrs J Egan (Dataworks Doc No. 2328277) are attached.

The Chairman orally advised that Council's resolution of 12 September 2006 resulted from contact being made with Mrs J Ross in the period between 16 August and 12 September 2006 with the following issues resolved:

i. confusion as to location of the loading dock being shown at the southern end of the development on earlier plans to those currently under consideration by Council showing the loading dock being retained in its location; and

ii. other issues were not generated by the proposed development rather being related to traffic management on Bells Line of Road which were currently under discussion with the Roads and Traffic Authority.

RECOMMENDATION:

That the information be received.

APPENDICES:

AT - 1 Address to Council and Written Response by Mr J Egan (Dataworks Doc No. 2334472)

AT - 2 Representations received by Mrs J Ross (Dataworks Doc No. 2328277)

APPENDIX 1 - Address to Council and Written Response by Mr J Egan

To view this image,
Please refer to the separate
Attachments Document (Maps)

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APPENDIX 2 - Representations received by Mrs J Ross

To view this image,
Please refer to the separate
Attachments Document (Maps)

**To view this image,
Please refer to the separate
Attachments Document (Maps)**

SECTION 2 - Reports for Determination

ITEM 2.1 LTC - 20 September 2006 - Item 2.1 - Mileham Street, South Windsor - Traffic Calming - (Hawkesbury, Londonderry) - (80245)

REPORT:

Representations have been received from residents of Mileham Street, South Windsor, in the vicinity of Rifle Range Road to Bell Street, raising the following traffic issues:

- vehicles travelling at excessive speed,
- motorists using Mileham Street as a major thoroughfare route to avoid the speed camera in George Street, north of Rifle Range Road as well as traffic lights on George and Macquarie Streets, and
- pedestrian safety.

Mileham Street is a local distributor road which extends from Day Street, Windsor to Rifle Range Road, South Windsor. The section of Mileham Street referred to is between Bell Street and Rifle Range Road, South Windsor, which is approximately 2.4 kilometres in length. Mileham Street runs generally in a north/south direction and is severed by the Blacktown to Richmond Railway Line, north of Bell Street.

This section of Mileham Street intersects 13 local roads. The average width of the carriageway between the kerbs is 12.2 metres. The current regulatory speed limit is 50 kph. There are predominantly residential properties on both sides of the road with a mix of Light Industry and Sporting Reserve.

The wider appearance and the straight alignment of Mileham Street tends to promote both excessive vehicular speeds and overtaking of vehicles. Traffic calming on this road currently includes Stop signs at the Argyle Street and Woods Road intersections, with a roundabout at the Drummond Street intersection.

The RTA Accident Database indicates 13 injury accidents and 28 minor accidents during the period from January 2001 to December 2004. These accidents are widely spread over this section of Mileham Street with concentrations at the intersections of Argyle Street and Drummond Street. The Drummond Street intersection was upgraded in 2006 with a roundabout as a result of Federal Black Spot Funding in the 2005/2006 budget year.

Existing Traffic conditions on Mileham Street are outlined in the table below.

Table 1:

Road Section (chainage in metres)	ADT	85^{th} % Speed	Sight Distance	Existing Traffic Calming Devices/Controls
Rifle Range Road to Woods Road (0 - 573)	2776 (TC1)	67 kph	▪ Good sight distance ▪ Site distance extends over this section	▪ T Junction: Mileham Street at Rifle Range Road ▪ Stop signs in Mileham Street at Woods Road, enhanced with Stop signs in the centre median islands
Woods Road to James Street (573 - 1488)	3385 (TC2)	64 kph	▪ Good sight distance ▪ A minor dip and a rise	▪ Stop signs in Mileham Street at Woods Road, enhanced with stop signs in the centre median islands ▪ Roundabout at Mileham Street and Drummond Street, constructed in 2006

James Street to Bell Street (1488 - 2400)	1993 (TC3)	62 kph	▪ Due to the dip and rise from Campbell Street to Argyle Street the site distance is not satisfactory	▪ Stop signs in Mileham Street at Argyle Street

The 85th percentile speed recorded in the January 2005 traffic counts are higher than the current regulatory speed of 50kph at all three locations. The speeds are in the range of 12kph and 17 kph at the respective locations. These figures are considered to be higher than the acceptable limits.

As part of a Local Area Traffic Management Plan, it would be appropriate to mark barrier lines and edge lines with RRPMs to establish 3.0 metre wide parking lanes on both sides of Mileham Street, between Rifle Range Road and Bell Street. This will create the perception of a narrow travelling lane (approximately 3.0m wide) for motorists, which will discourage speeding and prohibit overtaking. It is considered that the line marking treatment is a better option initially than the installation of devices such as horizontal and vertical deflectors as it is cost effective for this length of the road. It is also appropriate to install regulatory speed signs at regular intervals and associated road markings, which will reinforce the speed limit to motorists.

RECOMMENDATION:

That:

1. the following measures be undertaken in Mileham Street, South Windsor between Rifle Range Road and Bell Street in accordance with Plans TR016A/06, TR016B/06, TR016C/06:
   a. barrier lines be marked along the centre and associated RRPM's,
   b. edge lines be marked to establish 3.0 metre wide parking lanes on both sides and associated RRPM's,
   c. repeater regulatory 50kph speed limit signs and pavement markings be installed on both sides.
2. A speed survey be undertaken three months after installation of the above measures.

APPENDICES:

AT - 1 Drawing No.TR016A/06 - Traffic Calming - Mileham Street, South Windsor

AT - 2 Drawing No.TR016B/06 - Traffic Calming - Mileham Street, South Windsor

AT - 3 Drawing No.TR016C/06 - Traffic Calming - Mileham Street, South Windsor

APPENDIX 1 - Drawing No.TR016A/06 - Traffic Calming - Mileham Street, South Windsor

To view this image,
Please refer to the separate
Attachments Document (Maps)

APPENDIX 2 - Drawing No.TR016B/06 - Traffic Calming - Mileham Street, South Windsor

To view this image,
Please refer to the separate
Attachments Document (Maps)

APPENDIX 3 - Drawing No.TR016C/06 - Traffic Calming - Mileham Street, South Windsor

**To view this image,
Please refer to the separate
Attachments Document (Maps)**

ITEM 2.2 **LTC - 20 September 2006 - Item 2.2 - Richmond Marketplace Santa's Arrival - Various roads, Richmond CBD - (Londonderry) - (80245, 77088)**

REPORT:

Introduction

An application has been received from Richmond Marketplace seeking approval to conduct Santa's Arrival at the Richmond Marketplace on Saturday, 12 November 2006. The exact time of the event is yet to be confirmed by the applicant.

Documents submitted with the application are attached. See Appendix 2 - Dataworks Doc.No. 2297212.

Event Description

Santa will seated in a sleigh which will be led by live reindeer. A handler will walk beside the sleigh. The sleigh will take the proposed route as shown on the attached Plan No: TR017/06. The event will start at the Woolworths Petrol Plus on Lennox Street and finish at the March Street entrance to the Richmond Marketplace. The proposed route consists of the following roads within the Richmond CBD.

State Roads

Lennox Street (between Paget Street and East Market Street), East Market Street (between Windsor Street and Lennox Street) and March Street (between East Market Street and West Market Street).

Local Roads

West Market Street (between March Street and Windsor Street), Windsor Street (between West Market Street and East Market Street) and March Street (between East Market Street and Paget Street).

The event organiser has informed the following in relation to this event:

- It is anticipated that it will take approximately 15 minutes for the sleigh to travel along the proposed route.
- No changes to the existing traffic conditions are required.
- This event was conducted in the same manner last year. It proved to be both an attraction for the Marketplace, as well as for the Richmond Main Street retailers, with customers lining along the roads to see Santa and his reindeer.

Discussion

The RSPCA has advised that reindeers are not classified as domestic animals. Therefore, a reindeer is not permitted to travel on public roads like other road user vehicles without approval. It would be appropriate to classify this event as a “Class 2” special event under the “Traffic Management for Special Events” guidelines issued by the Roads & Traffic Authority as this event may impact on minor traffic and transport systems along the specified route and there may be a low scale disruption to the non-event community. Even though this event will traverse along classified roads, the event classification is based on the level of impact on traffic. This is a low speed, moving event and no road closures are involved.

It will be necessary for the event organiser to lodge an application seeking approval to conduct the event with the NSW Police Service. The event organiser is required to submit a Traffic Management Plan(TMP) and Traffic Control Plan (TCP) for the entire route to Council for acknowledgement. The TCP should be prepared by a person holding appropriate certification required by the RTA to satisfy the requirements of the relevant Work Cover legislation.

RECOMMENDATION:

That:

1. This event be classified as a “Class 2” special event under the “Traffic Management for Special Events” guidelines issued by the RTA.

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

3. It is strongly recommended that the event organiser becomes familiar with the contents of the RTA publication “Guide to Traffic and Transport Management for Special Events” (Version 3.3) and the Hawkesbury City Council special event information package which explains the responsibilities of the event organiser in detail.

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

Prior to the event:

a. the event organiser obtaining approval to conduct this event from the NSW Police Service; a copy of the Police Service approval be submitted to Council;

b. the event organiser submitting a Traffic Management Plan (TMP) for the entire route incorporating a Traffic Control Plan (TCP) to Council and the RTA for acknowledgement. The TCP should be prepared by a person holding appropriate certification required by the RTA to satisfy the requirements of the relevant Work Cover legislation;

c. the event organiser submitting to Council a copy of its Public Liability Policy in an amount not less than $10,000,000 noting Council and the Roads and Traffic Authority as an interested parties on the Policy and that Policy to cover both on-road and off-road activity;

d. the event organiser advertising the event in the local press stating the entire route of the event and the traffic impact/delays due to the event two weeks prior to the event; a copy of the proposed advertisement be submitted to Council (indicating the advertising medium);

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

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

g. the event organiser assessing the risk and addressing the suitability of the entire route as part of the risk assessment considering the possible risks for all participants. This assessment should be carried out by visual inspection of the route / site by the event organiser prior to preparing the TMP and prior to the event;

h. the event organiser carrying out an overall risk assessment for the whole event to identify and assess the potential risks to spectators, participants and road users during the event and designing and implementing a risk elimination or reduction plan in accordance with the Occupational Health and Safety Regulation 2000; (information for event organisers about managing risk is available on the Department of Tourism, Sport and Recreation’s website at http://www.dsr.nsw.gov.au;

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

<u>During the event:</u>

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

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

l. the handler is aware of and is following all the general road user rules while travelling on public roads;

m. in accordance with the submitted TMP and associated TCP, appropriate advisory signs and traffic control devices be placed during the event along the route under the direction of a traffic controller holding appropriate certification required by the RTA;

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

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

APPENDICES:

AT - 1 Drawing No. TR017/06 - Richmond Marketplace - Santa's Arrival

AT - 2 Special Event Application (see attached)

APPENDIX 1 - Drawing No. TR017/06 - Richmond Marketplace - Santa's Arrival

**To view this image,
Please refer to the separate
Attachments Document (Maps)**

SECTION 3 - Reports for Information

ITEM 3.1 LTC - 20 September 2006 - Item 3.1 - Various Locations- Speed Zoning Authorisations - (Hawkesbury, Londonderry) - (80245, 33305))

REPORT:

By correspondence dated 4 September 2006, (Dataworks Doc.No.2325387), the Roads and Traffic Authority has advised Speed Zoning Authorisations at the following locations, all imposing a speed limit of 60kph.

1. Londonderry Road, Richmond - from a point 380 metres south of Vines Drive to a point 480 metres south of Vines Drive, both directions;

2. George Street, South Windsor - from its intersection with Blacktown-Richmond Road to a point 320 metres north of Colonial Drive, both directions; and,

3. Sackville Ferry Road, Sackville - from the Hawkesbury River to a point 360 metres north of the Hawkesbury River, both directions.

Copies of the above Speed Zoning Authorisations have been forwarded to the NSW Police Service.

RECOMMENDATION:

That the information be received.

APPENDICES:

There are no supporting documents for this report.

SECTION 4 - General Business

Item 4.1 LTC - 20 September 2006 - Item 4.1 QWN - Pushbike Cyclists- (80245)

<u>Councillor B Bassett</u>

REPORT:

Enquired as to whether pushbike cyclists were permitted under the Australian Road Rules to ride more than 2 abreast.

Senior Constable G Crawford advised that as long as pushbike cyclists were riding in accordance with the Australian Road Rules, even if occupying the full width of their travelling lane, pushbike cyclists were permitted to ride more than 2 abreast.

RECOMMENDATION:

That the information be received.

SECTION 5 - Next Meeting

The next Local Traffic Committee meeting will be held on Wednesday, 18 October 2006 at 3.00pm in the Large Committee Rooms, Council Chambers.

The meeting terminated at 3.32pm.

oooO END OF REPORT Oooo

ordinary

meeting

end of
business
paper

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