



the bushland shire

creating a living environment

BUSINESS PAPER

ORDINARY MEETING

**Wednesday, 11 November, 2009
at 6:30 pm**

TABLE OF CONTENTS

AGENDA AND SUMMARY OF RECOMMENDATIONS**MAYORAL MINUTES****NOTICES OF MOTION**

Item 1	NOM10/09 Tender Policy - Preference For Local Goods and Services	1
Item 2	NOM11/09 Webcasting of Council Meetings	2
Item 3	NOM12/09 Establishing High-Impact 'Tree-Lined Boulevards' within Hornsby Shire	3

RESCISSION MOTIONS**MATTERS OF URGENCY****ITEMS PASSED BY EXCEPTION / CALL FOR SPEAKERS ON AGENDA ITEMS****GENERAL BUSINESS****General Manager's Division***Nil***Corporate and Community Division**

Item 4	CC87/09 September 2009 Investment and Borrowing Report	5
Item 5	CC88/09 Community and Cultural Facilities Strategic Plan - Feedback from Public Exhibition	9
Item 6	CC89/09 September 2009 Quarter Review - Management Plan for 2009/10 - 2011/12 and Budget for 2009/10	17
Item 7	CC91/09 Hornsby Shire Social Plan 2010-2014 - Feedback from Public Exhibition	20

Environment Division

Item 8	EN47/09 Generic Plan of Management for Planning Districts 5 & 7	27
Item 9	EN43/09 Expressions of Interest for Companion Animal Pound	33
Item 10	EN48/09 Catchments Remediation Rate (CRR) Annual Expenditure Report 2008/2009	37
Item 11	EN49/09 Catchments Remediation Rate Capital Works Program - Annual Report 2008-2009	41
Item 12	EN50/09 Parks Capital Works 2009-2010 September Quarter Progress Report	44
Item 13	EN51/09 2008/09 NSROC State of the Environment Report	46
Item 14	EN52/09 Hayes Oval amenities building replacement	57
Item 15	EN54/09 Deferred Item - Review of the Operation of the Protection of the Environment Operations Act 1997	62

Planning Division*Nil*

Strategy Division*Nil***Works Division**

Item 16	WK77/09 Works Progress Report - September 2009 Quarter - Assets Branch	67
Item 17	WK78/09 Works Building Services - Graffiti and Vandalism September 2009 Quarterly Report.....	76
Item 18	WK79/09 Engineering Services - Building Capital Works Program 2009/2010 - September 2009 Quarterly Report	79
Item 19	WK80/09 Works Progress Report - September Quarter 2009 - Design and Construction Branch.....	81
Item 20	WK81/09 Works Progress Report - September 2009 Quarterly - Traffic and Road Safety Branch.....	84
Item 21	WK82/09 Works Progress Report - September 2009 - Regional and Local Community Infrastructure Program	89
Item 22	WK83/09 Regional and Local Community Infrastructure Program - RLCIP 2.....	91
Item 23	WK84/09 "Wellum Bulla" - Hornsby Shire Council Materials Handling Facility Monitoring Committee.....	93

SUPPLEMENTARY AGENDA**PUBLIC FORUM – NON AGENDA ITEMS****CONFIDENTIAL ITEMS**

- Item 24 WK85/09 Tender 27/2008 - Tender for Lease of Land for Construction and Operation of a Golf Driving Range Facility - Further Report

MAYOR'S NOTES**QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN****QUESTIONS WITHOUT NOTICE**

AGENDA AND SUMMARY OF RECOMMENDATIONS

PRESENT

NATIONAL ANTHEM

OPENING PRAYER/S

ACKNOWLEDGEMENT OF RELIGIOUS DIVERSITY

Statement by the Chairperson:

"We recognise our Shire's rich cultural and religious diversity and we acknowledge and pay respect to the beliefs of all members of our community, regardless of creed or faith."

ABORIGINAL RECOGNITION

Statement by the Chairperson:

"We recognise the traditional inhabitants of the land we are meeting on tonight, the Darug and Guringai Aboriginal people, and respect is paid to their elders and their heritage."

AUDIO RECORDING OF COUNCIL MEETING

Statement by the Chairperson:

"I advise all present that tonight's meeting is being audio recorded for the purpose of assisting in the accuracy of the Minutes. The recordings may be accessed by members of the public once the Minutes have been finalised and speakers are requested to ensure their comments are relevant to the issue at hand and refrain from making personal comments or criticisms."

APOLOGIES

PRESENTATIONS

DECLARATIONS OF INTEREST

Clause 52 of Council's Code of Meeting Practice (Section 451 of the Local Government Act, 1993) requires that a councillor or a member of a Council committee who has a pecuniary interest in a matter which is before the Council or committee and who is present at a meeting of the Council or committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable. The disclosure is also to be submitted in writing (on the form titled "Declaration of Interest").

The Councillor or member of a Council committee must not be present at, or in sight of, the meeting of the Council or committee:

- (a) at any time during which the matter is being considered or discussed by the Council or committee.*

- (b) *at any time during which the Council or committee is voting on any question in relation to the matter.*

Clause 51A of Council's Code of Meeting Practice provides that a Councillor, Council officer, or a member of a Council committee who has a non pecuniary interest in any matter with which the Council is concerned and who is present at a meeting of the Council or committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable. The disclosure is also to be submitted in writing (on the form titled "Declaration of Interest").

If the non-pecuniary interest is significant, the Councillor must:

- a) *remove the source of conflict, by relinquishing or divesting the interest that creates the conflict, or reallocating the conflicting duties to another Council official.*

OR

- b) *have no involvement in the matter by absenting themselves from and not taking part in any debate or voting on the issue as if the provisions of Section 451(2) of the Act apply.*

If the non-pecuniary interest is less than significant, the Councillor must provide an explanation of why they consider that the interest does not require further action in the circumstances.

CONFIRMATION OF MINUTES

THAT the Minutes of the Ordinary Council Meeting held on 14 October, 2009 be confirmed; a copy having been distributed to all Councillors.

PETITIONS

MAYORAL MINUTES

NOTICES OF MOTION

Page Number 1

Item 1 NOM10/09 TENDER POLICY - PREFERENCE FOR LOCAL GOODS AND SERVICES

COUNCILLOR HUTCHENCE TO MOVE

THAT Council incorporate within its Tenders Policy the following addendum with respect to preference for local goods and services:

1. Council recognises the need to support local business and industry.
2. Where price, performance, quality, sustainability and other evaluation criteria are comparable the supplier who offers the best tender in support of local industry may be preferred.

3. Tenderers be requested to provide details on how the tender will stimulate the local economy.
4. The definition of "local" is a business or industry owned and operated within the Hornsby Shire.

Page Number 2**Item 2 NOM11/09 WEBCASTING OF COUNCIL MEETINGS****COUNCILLOR MILLS TO MOVE**

That a report be prepared for Council's consideration about webcasting Ordinary and Planning Meetings of Council. The report is to include details of potential costs, benefits, implications, etc of webcasting and any changes that would be required to Council's Code of Meeting Practice and other associated meeting protocols.

Page Number 3**Item 3 NOM12/09 ESTABLISHING HIGH-IMPACT 'TREE-LINED BOULEVARDS' WITHIN HORNSBY SHIRE****COUNCILLOR MILLS TO MOVE**

1. Council identify key streets and/or precincts within the Shire that are suitable for 'tree-lined boulevard' plantings of a minimum 100 litre pot (4.0 – 5.0m) trees and develop a Plan as part of the 2010/11 Management Plan to establish, after appropriate resident consultation, a number of high-impact 'tree-lined boulevards' within the Shire.
2. Council promote to the community that the residents of any street in the Shire may collectively nominate to be part of Council's 'Tree-Lined Boulevard' plantings with Council supplying and planting appropriate trees in consultation with interested residents, subject to traffic line-of-site, overhead power line, budgetary and other relevant considerations under the Plan identified in Part 1, above.
3. Call for a report in relation to the value of the tree asset within Hornsby Shire seeking a quantified triple bottom line approach to understanding the social, environmental and economic value of trees in the Shire, with this information applied to better promoting the value of street tree planting to the Shire's residents.

Notes from Councillor:

Hornsby Shire's residents value and appreciate the cathedral-like quality of tree-lined boulevards. These areas have a profound impact on visual amenity and the 'perception' of being a Bushland Shire.

As the Shire experiences the pressure of higher-density dwellings, Council must increasingly turn to nature-strip and street frontage areas as a focus for new tree plantings in order to preserve and enhance the Shire's treescape and wildlife canopy corridors.

In recent years, a significant number of residents have opposed street tree plantings. This motion enhances resident acceptance of street tree plantings by using trees of a minimum 100 litre pot (4.0 – 5.0m) as opposed to 20cm pot (0.5 – 1.2m) trees to immediately create a mature 'tree-lined boulevard' effect with associated higher tree survivability rates. Also, Council's future street tree

planting proposals will communicate a broader range of key benefit messages including the higher property values that are often the outcome in well-treed streets.

Triple bottom line benefits of 'Tree-Lined Boulevards' include:

ECONOMIC

- Well treed suburbs are more appealing to new residents. Dwellings located in tree-lined streets have higher property values than those without street trees. Studies have shown that trees in metropolitan areas can contribute between 9% - 11% (and up to 20%) of the value of a property.
- Research has established a number of benefits in terms of consumer experiences of business districts with trees. Consumers have generally reported a willingness to pay an average of 11% more for goods in a well landscaped and treed business district than a non-landscaped district.

SOCIAL

- Tree plantings provide the community with a fundamental reminder of nature as an important component of their lives. In an urban environment trees provide a critical link to the natural world.
- Trees strengthen a sense of community within a given area, creating streetscapes with shaded areas for informal community interaction, rest and appreciation.

ENVIRONMENTAL

- Trees moderate the local climate, improve air quality, conserve water, and provide a habitat for native birdlife and fauna. Tree-lined streets contribute to the wildlife corridor available through tree canopies.
- Trees remove carbon dioxide from the atmosphere and store it as carbon in the plant material and the surrounding soil. Trees may also have a significant impact through the effects they create when strategically planted near buildings, leading to a reduction in energy use.

RESCISSION MOTIONS

MATTERS OF URGENCY

ITEMS PASSED BY EXCEPTION / CALL FOR SPEAKERS ON AGENDA ITEMS

Note:

Persons wishing to address Council on matters which are on the Agenda are permitted to speak, prior to the item being discussed, and their names will be recorded in the Minutes in respect of that particular item.

*Persons wishing to address Council on **non agenda matters**, are permitted to speak after all items on the agenda in respect of which there is a speaker from the public have been finalised by Council. Their names will be recorded in the Minutes under the heading "Public Forum for Non Agenda Items".*

GENERAL BUSINESS

- *Items for which there is a Public Forum Speaker*
- *Public Forum for non agenda items*
- *Balance of General Business items*

GENERAL MANAGER'S DIVISION

Nil

CORPORATE AND COMMUNITY DIVISION**Page Number 5****Item 4 CC87/09 SEPTEMBER 2009 INVESTMENT AND BORROWING REPORT**

THAT the contents of the Executive Manager's Report No CC87/09 be received and noted.

Page Number 9**Item 5 CC88/09 COMMUNITY AND CULTURAL FACILITIES STRATEGIC PLAN - FEEDBACK FROM PUBLIC EXHIBITION**

THAT:

1. The contents of Executive Manager's Report No CC88/09 be received and noted.
2. Council note the feedback received during the public exhibition period and thank the volunteer Section 377 Management Committees for their contribution to the creation of the Community and Cultural Facilities Strategic Plan.
3. Council adopt the Community and Cultural Facilities Strategic Plan, incorporating the amendments recommended within Report No CC88/09.
4. The Community and Cultural Facilities Strategic Plan form part of Council's suite of strategic planning documents and that it be used, where appropriate, as part of Council's comprehensive Community Strategic Plan.

Page Number 17**Item 6 CC89/09 SEPTEMBER 2009 QUARTER REVIEW - MANAGEMENT PLAN FOR 2009/10 - 2011/12 AND BUDGET FOR 2009/10**

THAT the September 2009 Quarter Review of the Management Plan for 2009/10 – 2011/12 and the Budget for 2009/10 be received and noted.

Page Number 20

**Item 7 CC91/09 HORNSBY SHIRE SOCIAL PLAN 2010-2014 -
FEEDBACK FROM PUBLIC EXHIBITION**

THAT

1. Executive Manager's Report No CC91/09 be received and noted.
2. Council adopt the Hornsby Shire Social Plan 2010-2014, incorporating the amendments recommended within Report No CC91/09.
3. Council adopt the Social Plan Service Plan for January 2010 until June 2010.
4. The contents of the Social Plan 2010-2014 contribute to the production of the Hornsby Shire Community Strategic Plan and, within budgetary constraints, resources be allocated to implement the priority society and cultural issues identified in these documents.

ENVIRONMENT DIVISION**Page Number 27****Item 8 EN47/09 GENERIC PLAN OF MANAGEMENT FOR
PLANNING DISTRICTS 5 & 7**

THAT Council adopt the draft Generic Plan of Management for Planning District 5 and 7 as exhibited, with amendments that are not substantial.

Page Number 33**Item 9 EN43/09 EXPRESSIONS OF INTEREST FOR COMPANION
ANIMAL POUND**

THAT:

1. Council undertake a three month trial using the Pound service provided by Sydney Dogs and Cats Home Inc at 77 Edward Street Carlton.
2. A further report be presented to Council outlining the results of the trial.
3. Council adopt a policy in relation to the management of feral cats as set out in EN 43/09.

Page Number 37**Item 10 EN48/09 CATCHMENTS REMEDIATION RATE (CRR)
ANNUAL EXPENDITURE REPORT 2008/2009**

THAT the contents of Executive Manager's Report No. EN48/09 be received and noted.

Page Number 41

Item 11 EN49/09 CATCHMENTS REMEDIATION RATE CAPITAL WORKS PROGRAM - ANNUAL REPORT 2008-2009

THAT the contents of Executive Manager's Report No. EN49/09 be received and noted.

Page Number 44**Item 12 EN50/09 PARKS CAPITAL WORKS 2009-2010 SEPTEMBER QUARTER PROGRESS REPORT****RECOMMENDATION**

THAT the contents of Executive Manager's report EN50/09 be received and noted.

Page Number 46**Item 13 EN51/09 2008/09 NSROC STATE OF THE ENVIRONMENT REPORT**

THAT Council endorse the text in the DISCUSSION Section of this report for inclusion in the NSROC State of Environment Report 2008/09.

Page Number 57**Item 14 EN52/09 HAYES OVAL AMENITIES BUILDING REPLACEMENT**

THAT Council:

1. Authorise the General Manager to enter into an agreement with the Hills Hawks Soccer Club to contribute in the order of \$200,000 towards the cost of the building works and to proceed to modify the design to accommodate its requirements, including an exchange of letters to provide security to the club for its contribution.
2. Provide in-principle endorsement to the identification of additional funds to enable the project to be constructed by 2012.

Page Number 62**Item 15 EN54/09 DEFERRED ITEM - REVIEW OF THE OPERATION OF THE PROTECTION OF THE ENVIRONMENT OPERATIONS ACT 1997**

THAT:

1. Council confirm its acceptance of the adopted procedures for investigating and dealing with pollution incidents pursuant to the *Protection of the Environment Operations Act 1997*.
2. Council agree to the lifting of the moratorium placed on the recovery of administration charges and fines imposed in respect of alleged offences under the *Protection of the Environment Operations Act 1997*.

PLANNING DIVISION

Nil

STRATEGY DIVISION

Nil

WORKS DIVISION

Page Number 67

**Item 16 WK77/09 WORKS PROGRESS REPORT - SEPTEMBER 2009
QUARTER - ASSETS BRANCH**

THAT the contents of Executive Manager's Report No. WK77/09 be received and the progress of the 2009/10 Assets Branch Programmes for the September 2009 quarter be noted.

Page Number 76

**Item 17 WK78/09 WORKS BUILDING SERVICES - GRAFFITI AND
VANDALISM SEPTEMBER 2009 QUARTERLY REPORT**

THAT the contents of Executive Manager's Report No 78/09 be received and noted.

Page Number 79

**Item 18 WK79/09 ENGINEERING SERVICES - BUILDING CAPITAL
WORKS PROGRAM 2009/2010 - SEPTEMBER 2009
QUARTERLY REPORT**

THAT the contents of Executive Manager's Report No WK79/09 be received and noted.

Page Number 81

**Item 19 WK80/09 WORKS PROGRESS REPORT - SEPTEMBER
QUARTER 2009 - DESIGN AND CONSTRUCTION BRANCH**

THAT the contents of Executive Manager's Report No. WK 80/09 be received and noted.

Page Number 84

**Item 20 WK81/09 WORKS PROGRESS REPORT - SEPTEMBER 2009
QUARTERLY - TRAFFIC AND ROAD SAFETY BRANCH**

THAT Council endorse the activities undertaken by the Traffic and Road Safety Branch for the period 1 July, 2009 to 30 September, 2009.

Page Number 89

**Item 21 WK82/09 WORKS PROGRESS REPORT - SEPTEMBER 2009 -
REGIONAL AND LOCAL COMMUNITY INFRASTRUCTURE
PROGRAM**

THAT the contents of Executive Manager's Report No.WK82/09 be received and noted.

Page Number 91

**Item 22 WK83/09 REGIONAL AND LOCAL COMMUNITY
INFRASTRUCTURE PROGRAM - RLCIP 2**

THAT Council endorse the list of projects proposed to be constructed under RLCIP(2) as listed in Executive Manager's Report No. 83/09.

Page Number 93

**Item 23 WK84/09 "WELLUM BULLA" - HORNSBY SHIRE COUNCIL
MATERIALS HANDLING FACILITY MONITORING
COMMITTEE**

THAT Council note the attached Minutes of the Hornsby Shire Council Materials Handling Facility Monitoring Committee held on 15 October 2009.

SUPPLEMENTARY AGENDA

PUBLIC FORUM – NON AGENDA ITEMS

CONFIDENTIAL ITEMS

**Item 24 WK85/09 TENDER 27/2008 - TENDER FOR LEASE OF LAND
FOR CONSTRUCTION AND OPERATION OF A GOLF
DRIVING RANGE FACILITY - FURTHER REPORT**

This report should be dealt with in confidential session, under Section 10A (2) (c) of the Local Government Act, 1993. This report contains information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

MAYOR'S NOTES

QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

QUESTIONS WITHOUT NOTICE

1 TENDER POLICY - PREFERENCE FOR LOCAL GOODS AND SERVICES

COUNCILLOR HUTCHENCE TO MOVE

THAT Council incorporate within its Tenders Policy the following addendum with respect to preference for local goods and services:

1. Council recognises the need to support local business and industry.
2. Where price, performance, quality, sustainability and other evaluation criteria are comparable the supplier who offers the best tender in support of local industry may be preferred.
3. Tenderers be requested to provide details on how the tender will stimulate the local economy.
4. The definition of "local" is a business or industry owned and operated within the Hornsby Shire.

Attachments:

There are no attachments for this report.

File Reference: F2009/00312

Document Number: D01264169

2 WEBCASTING OF COUNCIL MEETINGS

COUNCILLOR MILLS TO MOVE

That a report be prepared for Council's consideration about webcasting Ordinary and Planning Meetings of Council. The report is to include details of potential costs, benefits, implications, etc of webcasting and any changes that would be required to Council's Code of Meeting Practice and other associated meeting protocols.

Attachments:

There are no attachments for this report.

File Reference: F2009/00174

Document Number: D01271813

3 ESTABLISHING HIGH-IMPACT 'TREE-LINED BOULEVARDS' WITHIN HORNSBY SHIRE

COUNCILLOR MILLS TO MOVE

1. Council identify key streets and/or precincts within the Shire that are suitable for 'tree-lined boulevard' plantings of a minimum 100 litre pot (4.0 – 5.0m) trees and develop a Plan as part of the 2010/11 Management Plan to establish, after appropriate resident consultation, a number of high-impact 'tree-lined boulevards' within the Shire.
2. Council promote to the community that the residents of any street in the Shire may collectively nominate to be part of Council's 'Tree-Lined Boulevard' plantings with Council supplying and planting appropriate trees in consultation with interested residents, subject to traffic line-of-site, overhead power line, budgetary and other relevant considerations under the Plan identified in Part 1, above.
3. Call for a report in relation to the value of the tree asset within Hornsby Shire seeking a quantified triple bottom line approach to understanding the social, environmental and economic value of trees in the Shire, with this information applied to better promoting the value of street tree planting to the Shire's residents.

Notes from Councillor:

Hornsby Shire's residents value and appreciate the cathedral-like quality of tree-lined boulevards. These areas have a profound impact on visual amenity and the 'perception' of being a Bushland Shire.

As the Shire experiences the pressure of higher-density dwellings, Council must increasingly turn to nature-strip and street frontage areas as a focus for new tree plantings in order to preserve and enhance the Shire's treescape and wildlife canopy corridors.

In recent years, a significant number of residents have opposed street tree plantings. This motion enhances resident acceptance of street tree plantings by using trees of a minimum 100 litre pot (4.0 – 5.0m) as opposed to 20cm pot (0.5 – 1.2m) trees to immediately create a mature 'tree-lined boulevard' effect with associated higher tree survivability rates. Also, Council's future street tree planting proposals will communicate a broader range of key benefit messages including the higher property values that are often the outcome in well-treed streets.

Triple bottom line benefits of 'Tree-Lined Boulevards' include:

ECONOMIC

- Well treed suburbs are more appealing to new residents. Dwellings located in tree-lined streets have higher property values than those without street trees. Studies have shown that trees in metropolitan areas can contribute between 9% - 11% (and up to 20%) of the value of a property.
- Research has established a number of benefits in terms of consumer experiences of business districts with trees. Consumers have generally reported a willingness to pay an average of 11% more for goods in a well landscaped and treed business district than a non-landscaped district.

SOCIAL

- Tree plantings provide the community with a fundamental reminder of nature as an important component of their lives. In an urban environment trees provide a critical link to the natural world.
- Trees strengthen a sense of community within a given area, creating streetscapes with shaded areas for informal community interaction, rest and appreciation.

ENVIRONMENTAL

- Trees moderate the local climate, improve air quality, conserve water, and provide a habitat for native birdlife and fauna. Tree-lined streets contribute to the wildlife corridor available through tree canopies.
- Trees remove carbon dioxide from the atmosphere and store it as carbon in the plant material and the surrounding soil. Trees may also have a significant impact through the effects they create when strategically planted near buildings, leading to a reduction in energy use.

Attachments:

There are no attachments for this report.

File Reference: F2009/00174

Document Number: D01272962

4 SEPTEMBER 2009 INVESTMENT AND BORROWING REPORT

EXECUTIVE SUMMARY

Council is provided with a monthly report summarising current general economic conditions which may have an impact on investment returns. The report includes a schedule detailing Council's investments and borrowings and highlights the monthly and year to date performance of the investments. In this regard, investments are generally held for the medium to long term.

This Report indicates that the total investment income for the quarter ending September 2009 was \$404,000 compared to the budgeted income for the same period of \$225,000. Of the year to date investment income earned, 48% relates to external restriction such as Section 94 funds held by Council, and is required to be allocated to those funds.

It is noted that on 20 September 2009 the Collateralised Debt Obligation (CDO) named "Isosceles" matured, ensuring the return of the full amount of the invested capital to Council.

PURPOSE/OBJECTIVE

The purpose of this Report is to advise Council of funds invested in accordance with Section 625 of the Local Government Act; and details as required by Clause 212(1) of the Local Government (General) Regulation 2005 and Council's Investment Policy and Strategy (most recently reviewed by Council at its 8 April 2009 Ordinary Meeting).

DISCUSSION

Council's Investment Performance - September 2009

- The At-Call and Term Deposits achieved an annualised return of 4.18% for the month compared to the benchmark of 3.00%. The current market value for this investment category as at 30 September 2009 is \$20.7 million.
- NSW T-Corp Long Term Growth Facility achieved a marked to market return of 33.69% for the month compared to the benchmark of 46.88%. This fund has a 70% allocation to growth assets. Short term performance is expected to be volatile and the investment should be viewed over the longer term. The current market value for this investment category as at 30 September 2009 is \$994,000.
- Floating Rate Notes (FRNs) are bonds that have a variable coupon equal to a money market reference rate. This FRN investment achieved an annualised return of 5.62% for the month compared to the benchmark of 3.50%. The current market value for this investment category as at 30 September 2009 is \$1.866 million.
- Direct investments in CDO's achieved an annualised return of 3.94% for the month compared to the benchmark of 3.50%. The current market value for this investment category as at 30 September 2009 is \$3.524 million. It is noted that on 20 September

2009, the CDO named "Isosceles" matured, ensuring the return of the full amount of the invested capital to Council.

- The Capital Guaranteed Notes achieved an annualised return of 0.26% for the month compared to the benchmark of 3.50%. Due to poor performance over recent months the Capital Protected Notes coupons, with the exception of the Longreach PIU Fund, have not been accrued. The current market value for this investment category as at 30 September 2009 is \$6.315 million.
- For total investments, the annualised return for the month is 4.10% compared to the benchmark of 4.20%; and the year to date return after fees is 4.52% compared to the benchmark of 4.40%

Economic/Financial Conditions

STATEMENT BY GLENN STEVENS, GOVERNOR MONETARY POLICY - RELEASED TO MEDIA - 6 OCTOBER 2009

At its meeting today, the Board decided to raise the cash rate by 25 basis points to 3.25 per cent, effective 7 October 2009.

The global economy is resuming growth. With economic policy settings likely to remain expansionary for some time, the recovery will likely continue during 2010 and forecasts are being revised higher. The expansion is generally expected to be modest in the major countries, due to the continuing legacy of the financial crisis. Prospects for Australia's Asian trading partners appear to be noticeably better. Growth in China has been very strong, which is having a significant impact on other economies in the region and on commodity markets. For Australia's trading partner group, growth in 2010 is likely to be close to trend.

Sentiment in global financial markets has continued to improve. Nonetheless, the state of balance sheets in some major countries remains a potential constraint on their expansion.

Economic conditions in Australia have been stronger than expected and measures of confidence have recovered. Some spending has probably been brought forward by the various policy initiatives. As those effects diminish, these areas of demand may soften somewhat. Some types of capital spending are likely to be held back for a while by financing constraints, but it now appears that private investment will not be as weak as earlier expected. Medium-term prospects for investment appear, moreover, to be strengthening. Higher dwelling activity and public infrastructure spending is also starting to provide more support to spending. Overall, growth through 2010 looks likely to be close to trend.

Unemployment has not risen as far as had been expected. The weaker demand for labour over the past year or so nonetheless has seen a moderation in labour costs. Helped by this and the earlier fall in energy and commodity prices, inflation has been declining, though measures of underlying inflation remained higher than the target on the latest reading. Underlying inflation should continue to moderate in the near term, but now will probably not fall as far as earlier thought.

Housing credit growth has been solid and dwelling prices have risen appreciably over the past six months. Business borrowing has been declining, as companies have sought to reduce leverage in an environment of tighter lending standards. But large firms have had good access to equity capital and access to debt markets appears to be improving, helped by the better-than-expected economic conditions and increased willingness on the part of investors to accept risk. Share markets have recovered significant ground.

Interest rates facing prospective borrowers on fixed-rate loans have already risen to some extent, as markets have anticipated a higher level of the cash rate. For many business borrowers, increases in risk margins will still be occurring for some time yet. In addition, the exchange rate has appreciated considerably over the past year, which will dampen pressure on prices and constrain growth in the tradeables sector. These factors have been carefully considered by the Board.

In late 2008 and early 2009, the cash rate was lowered quickly, to a very low level, in expectation of very weak economic conditions and a recognition that considerable downside risks existed. That basis for such a low interest rate setting has now passed, however. With growth likely to be close to trend over the year ahead, inflation close to target and the risk of serious economic contraction in Australia now having passed, the Board's view is that it is now prudent to begin gradually lessening the stimulus provided by

monetary policy. This will work to increase the sustainability of growth in economic activity and keep inflation consistent with the target over the years ahead.

Borrowings

In respect of borrowings, the weighted average interest rate payable on loans taken out from 2000 to 2009, based on the principal balances outstanding, is 6.69%. The Borrowings Schedule, as at 30 September 2009, is attached to this Report.

BUDGET

Total investment income for the quarter ending September 2009 was \$404,000. The budgeted income for the period was \$225,000. Of the investment income, approximately 48% relates to external restrictions (Section 94) and is, therefore, restricted.

POLICY

All investments have been made in accordance with the Local Government Act, the Local Government (General) Regulation 2005 and Council's Investment Policy and Strategy.

CONSULTATION

Initial investments and reallocation of funds are made where appropriate, after consultation with Council's financial investment adviser and fund managers.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Council's strategic themes. As this Report simply provides Council with information and does not propose any actions which require a sustainability assessment, no Triple Bottom Line considerations apply.

Council's Investment Strategy does recognise, however, the desirability of "ethical" or "socially responsible" investments and has invested in such products in the last year. These are referenced in the Investment Portfolio in Attachment 1. Council will continue to review new products, subject to funds availability and asset allocation and credit quality parameters contained in the Strategy.

RESPONSIBLE OFFICER

The officer responsible for the preparation of this Report is the Manager, Financial Services - Glen Magus. He can be contacted on 9847 6635.

RECOMMENDATION

THAT the contents of the Executive Manager's Report No CC87/09 be received and noted.

GLEN MAGUS
Manager - Financial Services
Corporate and Community Division

GARY BENSLEY
Executive Manager
Corporate and Community Division

Attachments:

1. HSC Borrowings Schedule as at 30 Sep 2009
2. HSC Investment Portfolio as at 30 Sep 2009

File Reference: F2004/06987
Document Number: D01261814

5 COMMUNITY AND CULTURAL FACILITIES STRATEGIC PLAN - FEEDBACK FROM PUBLIC EXHIBITION

EXECUTIVE SUMMARY

Following Council's consideration of Report No CC56/09 at the 12 August 2009 Ordinary Meeting, the draft Community and Cultural Facilities Strategic Plan was placed on public exhibition between 8 September and 9 October 2009. The public exhibition was advertised in the local media, and correspondence advising of the exhibition and the time period in which to submit comments was sent to key stakeholders.

During the public exhibition period one submission was received. This Report does, however, also detail submissions from Community Centre Section 377 Management Committees which were received prior to the public exhibition period commencing. Having regard to the comments received, it is recommended that Council adopt the Community and Cultural Facilities Strategic Plan incorporating the amendments suggested in this Report.

PURPOSE/OBJECTIVE

The purpose of this Report is to provide details of the submissions received in response to the exhibition of the draft Community and Cultural Facilities Strategic Plan and to recommend the adoption by Council of a final Plan.

DISCUSSION

The draft Community and Cultural Facilities Strategic Plan has been developed by the Community Services Branch in consultation with the Community, Cultural and Recreation Facilities Task Force and other key stakeholders over the past 18 months. The draft Plan provides a framework within which decisions can be made about the direction, development and provision of community and cultural facilities across the Hornsby Shire.

The draft Plan primarily addresses facilities managed by the Community Services Branch of Council. These include:

- 24 cultural and community facilities (previously known as community centres and halls)
- five over 50's leisure and learning centres
- one youth centre
- five nursery and preschools/early childhood education centres

The draft Plan also considers numerous properties currently leased or licensed for use by community groups. The Community Services Branch has input into recommendations in relation to use of these facilities to ensure that the lessees/licensees address needs identified through the social planning process.

The draft Community and Cultural Facilities Strategic Plan was presented to Council at the September 2009 Ordinary Meeting (see Report No CC56/09). Following consideration of the Report, it was resolved in part that:

2. *Council adopt the following recommendations of the Community, Cultural and Recreation Facilities Task Force:*
 - a) *The draft Community and Cultural Facilities Strategic Plan be adopted for the purpose of placing the document on public exhibition.*
 - b) *Key stakeholders be advised that the draft Community and Cultural Facilities Strategic Plan is on public exhibition and be encouraged to comment.*
 - c) *At the conclusion of the public exhibition period, a further report be provided for Council's consideration which summarises the submissions received and recommends the adoption of a final Community and Cultural Facilities Strategic Plan.*

The draft Community and Cultural Facilities Strategic Plan was placed on public exhibition between 8 September and 9 October 2009. The public exhibition period was advertised in local media and correspondence was sent to key stakeholders, including community facility Section 377 Management Committees, who have delegated responsibility for the care, control and management of a number of Council's community facilities.

During the public exhibition period, one submission was received from a general community member. However, as community facility Section 377 Management Committees were provided with an opportunity to comment on the Plan throughout its development, this Report also details five submissions received from community centre management committees outside of the exhibition period. Copies of the submissions are attached to this Report.

The comments on the draft Plan can be categorised as:

- Corrections to factual information;
- Grammatical corrections; and
- Opinion or question

In response to the submissions received, corrections to factual information and grammar have been made within the draft Plan. Where submissions related to opinion or questions, the key issues have been identified and responded to below.

Comments - Centre utilisation figures

Thornleigh Community Centre Management Committee consider that their utilisation should be closer to 48 hours per week and that whilst the centre has four rooms, in most instances only one room can be used at any one time due to noise and access restrictions.

Galston Community Centre Management Committee consider that the utilisation data is flawed as it is a snapshot taken over three weeks and does not take into account unique hiring conditions such as low utilisation in school holidays, seasonal variations and inability to hire spaces concurrently due to the transfer of noise. This comment was also made by the Thornleigh Management Committee.

Galston also consider that the draft Plan presumes that utilisation is about the number of hirers where it could equally be argued that the number of users is a more relevant statistic.

Both Galston and Dangar Island Community Centre Management Committees comment that when considering utilisation, the Plan should also take into account the population of the community which the centre operates in. The Dangar Island Committee considered that if population was taken into account a different utilisation picture would be presented for the Dangar Island Community Centre.

Response to Comments

It is acknowledged within the Plan that, for some facilities, concurrent uses of available rooms is difficult to achieve due to building design and that as a result, this may impact on the opportunity for greater utilisation at that centre. However, in order to ensure that comparable data is gathered across the network of facilities, the measure used for all centres needs to remain as utilisation per week per room.

The methodology used to collect this data (the three week snapshot) is the same approach used in the Morrison Low Community Centres and Halls Management Review of 2004. Using an identical methodology over time allows Council to measure changes in average utilisation rates. It is acknowledged that this data collecting method is not reflective of actual use each week but rather provides average use figures under specific circumstances. Each centre, however, is exposed to the same measurement system which makes the result of the measures comparable across centres.

Assessing utilisation against the population density around where the centre is located is considered to be a valuable measure. However, research on community centre users suggests that users of some centres emanate from across northern and north-western Sydney. That is, some centres serve a regional function and some centres service local community needs only. Evidence shows that Dangar Island Community Centre services primarily a local need. As such, in order to compare utilisation across all centres, local population densities have been excluded from consideration because isolating utilisation by just local groups for all centres is too difficult to achieve and will not provide a meaningful comparative measure given that total utilisation figures are of more use from a planning point of view.

In summary, it is considered important to retain a consistent approach to measuring utilisation over time and across centres. As such, no changes are recommended to the draft Plan in this area. It is also noted that utilisation figures are unlikely to be used in isolation to make decisions about a particular facility. Local community need, maintenance costs, the availability of other nearby facilities, for example, should also be taken into account in decision making.

Comments - Asset Maintenance and Development

Galston and Thornleigh Community Centre Management Committees commented on the cost for maintaining community and cultural facilities. On the one hand, Galston considered that \$421,000 (each year over a 20 year period for all facilities) is not unreasonable due to the nature of the facilities being maintained. Thornleigh question the cost of maintenance and requested details on what these figures are based on as it does not relate to their data for maintenance.

Response to Comments

Council's Engineering Services Branch has advised that the approach to developing asset maintenance cost data was based on the "Whole of Life Planning System". This system has a real life modelling capability that simulates the degradation of each individual asset and produces a list of operational, maintenance and capital replacement tasks required for the asset for each year of the asset management plan. Staff will provide Management Committees with further details on asset maintenance costs over time as requested.

It is unlikely that the cost of maintaining an asset will be the sole issue guiding decision making on a particular facility. Asset maintenance costs are important in decision making when it comes to upgrading a facility. Many other issues such as local community need, the availability (or otherwise) of other local facilities and centre utilisation rates should also be taken into account. Given that the same methods have been used to determine asset maintenance costs across all facilities, it is considered to be reasonable to retain the data on the maintenance costs despite the questions raised by the Committees. These figures are also those that are used in budget forecasting and it is considered appropriate to include them within the context of this Plan.

Comments - Management Models

Galston Community Centre considered that there is no evidence to support the theme of moving away from management of community centres by management committees or that this approach could be extrapolated to Galston. Thornleigh Community Centre question on what evidence the statement regarding improved utilisation and better return on investment is made (in relation to Council managed community centres in other localities).

Response to Comments

In supporting the *Existing 377 Management Committees with Significantly Improved Performance* model of management in 2004 (see Report No CC22/04 for more details), Council required that a review of the success of this model be undertaken after the first 12 months of its implementation. The implementation of the model commenced in July 2008. Until such time as a review of the management model is finalised and this review is considered by Council, the model of management used to manage community facilities is subject to further consideration in order to comply with Council's resolution on the matter.

To respond to the question regarding the inclusion of a statement relating to return on investment in the management of community facilities, it is noted that the management of community facilities incurs a cost whether or not the management is undertaken by Council staff or whether Council staff oversee the management of facilities undertaken by volunteer committees. To better understand the efficacy of the "council managed" model, telephone consultations were held with managers or coordinators of community facilities in the surrounding local government areas. Whilst the information provided in the draft Plan represents the experience of these particular councils, no claim is made in the Community and Cultural Facilities Strategic Plan that changing the model of management of community facilities in the Hornsby Shire will result in increased utilisation and improved return on investment for rate payers within the Hornsby Shire.

Comments - Fees and Charges

Galston Community Centre considered that care should be taken to provide for individual fees and charges which reflect the individual nature of each centre and their particular facilities. Further, Galston also believes that contrary to the findings of the public that there

should be no discrimination on the grounds of the profit motives of a hirer and that it is not feasible to categorise who is and who is not a profit making hirer.

Thornleigh Community Centre also considers that each community centre is different and offers diverse facilities, therefore, it would be difficult to standardise the fees and charges.

Response to Comments

Standardising the fees and charges structure within the community facilities portfolio refers to establishing a consistent structure for fees across all centres. Currently, each community centre management committee recommends a unique fee/charge structure and fee value. Across the community centre network, independently set fee structures have resulted in the following types of fees - occasional hire rates, regular hire rates, non profit hire rates, commercial hire rates, function rates, daytime rates, evening rates, weekday rates, weekend rates, peak hire rates, non peak hire rates, session rates, hourly rates, cleaning fees, holding deposits, cancellation fees and call out rates.

Whilst it is acknowledged that the fee value should differ for each centre based on the unique circumstances and characteristics of each centre, a consistent fee structure would provide hirers (particularly those who use multiple facilities) with a simplified and comparable experience. It also provides Council with an opportunity to develop consistent policies for matters such as cancellations, cleaning fees and call outs which would apply to all facilities within the community centre network. In summary, it is considered that a standardised fee structure is an important goal for the community centre network that will help to improve customer experiences and allow for better comparison between centres by service users.

Comments - Language

Epping Community Centre Management Committee questioned the use of the word culture and or 'cultural activities' in the draft Plan and requested that a definition be provided.

Response to Comments

The term culture has been defined by the NSW Ministry for the Arts - Cultural Planning Guidelines as:

- Our sense of place, our values and our identity
- The material products of creative processes; and
- Our engagement with and participation in creative processes.

The word 'culture' is taken to encompass:

- The performing and visual arts including digital art, craft, design and fashion;
- Media, film, television, radio, video and language;
- Museums, art galleries, artefacts, local historical societies, archives and keeping places;
- Libraries, literature, writing and publishing;
- The built environment, heritage, architecture, landscape and archaeology;
- Sports events, facilities and development;
- Parks, open spaces, wildlife habitats, water environment and countryside recreation;
- Children's play, playground, and play activities;
- Tourism, festivals and attractions and;
- Informal leisure pursuits.

The above definition is provided in Council's Cultural Plan 2008-2010. It is considered that much of the current activity undertaken in community facilities is consistent with the definitions of a "cultural activity" as provided by the Ministry for the Arts. As such, it is recommended that a definition of culture be included in the Community and Cultural Facilities Strategic Plan.

Summary

It is recommended that Council accept the inclusion of the above definition of culture, amendments to content of the draft Plan relating to errors of fact, as well as small grammatical changes. In relation to the abovementioned differences of opinion on measurement and reporting processes, no changes are recommended given that decisions on these matters have been made with reference to methodologies used in other research projects. It is, therefore, proposed that the attached Community and Cultural Facilities Strategic Plan, incorporating the recommended amendments, be adopted and that this Plan forms part of Council's suite of strategic planning documents.

BUDGET

There are no adverse budget issues associated with the adoption of the Community and Cultural Facilities Strategic Plan.

POLICY

There are no policy issues associated with the adoption of the Community and Cultural Facilities Strategic Plan.

CONSULTATION

The consultative process undertaken to produce the draft Plan is summarised in the body of this Report and is also detailed in the draft Plan.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

Working with our community

The Community and Cultural Facilities Strategic Plan has been developed in consultation with facilities users, Section 377 Management Committee volunteers, interested community members and other stakeholders.

Conserving our natural environment

The Community and Cultural Facilities Strategic Plan proposes to use sound asset management strategies to promote environmental sustainability.

Contributing to community development through sustainable facilities and services

The Community and Cultural Facilities Strategic Plan provides a framework with which decisions can be about the direction, development and provision of Hornsby Shire Council's community and cultural facilities. The Plan identifies improved management strategies and best practices principles to deliver an enhanced provision of services and facilities. The Plan promotes the sustainable use of facilities that maximises utilisation and productive life cycles.

Fulfilling our community's vision in planning for the future of the Shire

The Community and Cultural Facilities Strategic Plan was developed with extensive community consultation and research. The Plan aims to address community needs and promotes best practice management of community and cultural facilities to ensure ongoing sustainability and relevance into the future.

Supporting our diverse economy

The Community and Cultural Facilities Strategic Plan seeks to encourage local economic development through supporting community facility users with opportunities for a variety of community and cultural activities.

Maintaining sound corporate and financial management

The Community and Cultural Facilities Strategic Plan identifies key strategies to ensure community facilities are managed and operated with sound economical principles. This includes, but is not limited to, sustainable financial management, low operational costs, innovative strategies to support and resource community facilities and improved asset maintenance strategies.

Other Sustainability Considerations

The Community and Cultural Facilities Strategic Plan seeks to deliver a clear and concise framework by which Council can provide community and cultural facilities that respond to community needs whilst employing sustainable management practices.

RESPONSIBLE OFFICER

The officers responsible for the preparation of this Report are Ms Samantha Colbert - Co-coordinator Community and Cultural Facilities and Mr David Johnston – Manager, Community Services Branch. They may be contacted on 9847-6548 and 9847-6800 respectively.

RECOMMENDATION

THAT:

1. The contents of Executive Manager's Report No CC88/09 be received and noted.
2. Council note the feedback received during the public exhibition period and thank the volunteer Section 377 Management Committees for their contribution to the creation of the Community and Cultural Facilities Strategic Plan.
3. Council adopt the Community and Cultural Facilities Strategic Plan, incorporating the amendments recommended within Report No CC88/09.
4. The Community and Cultural Facilities Strategic Plan form part of Council's suite of strategic planning documents and that it be used, where appropriate, as part of Council's comprehensive Community Strategic Plan.

DAVID JOHNSTON
Manager - Community Services
Corporate and Community Division

GARY BENSLEY
Executive Manager
Corporate and Community Division

Attachments:

1. Community and Cultural Facilities Strategic Plan
2. Feedback received during public exhibition period

File Reference: F2009/00391
Document Number: D01262608

**6 SEPTEMBER 2009 QUARTER REVIEW - MANAGEMENT PLAN FOR
2009/10 - 2011/12 AND BUDGET FOR 2009/10**

EXECUTIVE SUMMARY

The General Manager is required to report to Council each quarter as to performance against Council's current Management Plan and Budget, including revised estimates of income and expenditure. In this regard, the September 2009 Quarter Review is attached.

The 2009/10 Original Budget forecast a deficit at 30 June 2010 of \$343K. The September 2009 Review of the Budget includes positive budget changes totalling \$118K, thus anticipating a final Budget deficit for 2009/10 of \$225K. In this regard, it is noted that the General Manager has requested each Division to review their expenditure on discretionary items in subsequent reviews, having regard to the provision of reasonable service levels and community expectations, in an attempt to balance the 2009/10 Budget.

It is recommended that the September 2009 Quarter Review be received and noted

PURPOSE/OBJECTIVE

The purpose of this Report is to present to Council the September 2009 Quarter Review of the Management Plan for 2009/10 – 2011/12 and the Budget for 2009/10.

DISCUSSION

On 10 June 2009, Council adopted its 2009/10 – 2011/12 Management Plan which included the 2009/10 Budget and 2009/10 Fees and Charges. The Management Plan sets out the manner in which Council intends to align its business goals with its intent of "*creating a living environment*" and is divided into the following five elements:

- Governance
- Ecology
- Economy
- Society and culture
- Human Habitat

At the request of Council, the September 2009 Quarter Review format has been revised from those provided in previous years in an attempt to present the information more succinctly and visually. The aim of the revision is to provide adequate detail in an easy-to-read format that supports decision making and maintains accountability and good governance.

This Review includes the first quarter financial results for 2009/10, comparing actual expenditure and income for the first quarter against the budget for the first quarter. The Net Operating and Capital result after internal funding movements showed a favourable variance of \$729K as compared to the September 2009 Quarter Budget. This variance has largely been the result of the timing differences of project related works and the initial phasing of the 2009/10 Budget.

The 2009/10 Original Budget forecast a deficit at 30 June 2010 of \$343K. The September 2009 Review has resulted in positive budget changes totalling \$118K. This is as a result of an organisational review of existing restricted assets which resulted in an identification of amounts which could be released for general purpose use.

The amended 2009/10 Budget forecast at 30 June 2010 is, therefore, a deficit of \$225K. This projected year end deficit is not satisfactory in improving Council's net financial position and would reduce working funds below reasonable levels. The General Manager has, therefore, asked each Division to review their expenditure on discretionary items in subsequent reviews, having regard to the provision of reasonable service levels and community expectations, in an attempt to balance the 2009/10 Budget.

BUDGET

This Report provides the September Quarter Review of the 2009/10 Budget.

POLICY

There are no specific policy implications associated with this Report.

CONSULTATION

All Divisions and appropriate staff have had input into the September 2009 Quarter Review process.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council's decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

As this report does not propose any actions which require a sustainability assessment, no Triple Bottom Line considerations apply.

RESPONSIBLE OFFICER

The officers responsible for preparation of this Report are Julie Williams - Manager, Corporate Strategy and Glen Magus - Manager, Financial Services. They can be contacted on 9847-6790 and 9847-6635 respectively.

RECOMMENDATION

THAT the September 2009 Quarter Review of the Management Plan for 2009/10 – 2011/12 and the Budget for 2009/10 be received and noted.

GARY BENSLEY
Executive Manager
Corporate and Community Division

ROBERT BALL
General Manager
General Manager Division

Attachments:

1. September 2009 Quarterly Review Against Management Plan and Budget 2009/10

File Reference: F2008/00630
Document Number: D01266706

7 HORNSBY SHIRE SOCIAL PLAN 2010-2014 - FEEDBACK FROM PUBLIC EXHIBITION

EXECUTIVE SUMMARY

At the September 2009 Ordinary Meeting, Council considered Report No CC68/09 which provided details of the process associated with the development of the Hornsby Shire Social Plan 2010-2014. The Report also provided Council with a draft of the Social Plan 2010-2014 and associated Service Plan which covered the period from January 2010 until June 2010.

Following its consideration of the Report, Council decided to place the documents on public exhibition. Feedback received during the public exhibition period has been reviewed and is commented on within the body of this Report.

It is recommended that Council adopt the Social Plan 2010-2014, incorporating the amendments suggested in the Report, and forward the final Plan to the Department of Local Government.

PURPOSE/OBJECTIVE

The purpose of this Report is to present to Council the feedback received during the public exhibition period of the Hornsby Shire Social Plan 2010-2014 and to recommend that the document be formally adopted by Council and submitted to the Department of Local Government.

DISCUSSION

Planning Context

In May 2009, through Report No CC29/09, Council was provided with background information regarding the impending Integrated Planning and Reporting Legislation as summarised through Department of Local Government Circular No 08-65. The Circular stated that:

Social/Community planning and reporting requirements

Under current legislative provisions, all councils in NSW are required to:

- *develop and submit a current adopted social/community plan to the department at least once every five years.*
- *consider access and equity activities for inclusion in their management plan.*
- *report on these access and equity activities in their annual report.*

The aim of this is to encourage councils to manage their social/community planning processes within a five-year cycle so that identified social and community needs accurately inform management plans and relevant outcomes are reported in access and equity statements.

Most Councils are next required to submit a current social/community plan to the Department by 30 November 2009.

As a result of this advice, the Hornsby Shire Social Plan 2010-2014 was developed in accordance with the Social/Community Planning Guidelines. It was noted in Report No CC29/09 that there was no reference in the draft Integrated Planning and Reporting Guidelines to the requirement to produce a Social Plan i.e. at the time the Hornsby Shire Social Plan 2010-2014 was being drafted, the legislative future of social planning was unclear.

The Local Government Amendment (Planning and Reporting) Bill 2009 was subsequently assented to on 1 October 2009 - Act No 67 of 2009 (see Government Gazette No. 143, 9 October 2009, p. 5342). This legislation makes reference to the Integrated Planning and Reporting Guidelines and essentially determines the future of social planning. Specifically, the legislation does not contain any reference to the requirement to produce social/community plans, however the Integrated Planning and Reporting Guidelines suggest that integrated planning is an opportunity to draw on a variety of Council plans in order to address social issues more holistically in the future.

To clarify the matter, the Department of Local Government provided the following statement in relation to social planning in its Circular 09-37:

Under the previous legislation all general purpose councils must have a social/community plan for their area. These must be submitted to the Division every five years. Most councils last submitted their social/community plans in November 2004, and are therefore due to submit again by 30 November 2009.

Under the new Integrated Planning and Reporting framework, there is no longer a requirement for a separate social/community plan. However, social planning by councils continues to be a critical part of councils' business, but will now be integrated into a more strategic and streamlined approach to planning.

Identified actions in existing social/community plans which may not have progressed into a council's annual management plan will now be embedded into the strategic planning framework. This elevates the importance of social planning by councils.

Councils that choose to commence under the new legislation in Group 1 will not be required to develop a new social/community plan to meet the requirement to have a current plan at 30 November 2009. Depending on a council's progress in implementing its current social/community plan, it may be in a position to extend the timeframe of the current social/community plan to cover the period through to 30 June 2010.

This would enable the council to conduct a review of its current plan, and utilise the findings to inform the Community Strategic Plan that is to be developed by 30 June 2010. Group 1 Councils should be focussing their resources on engaging with all groups within their community to develop their Community Strategic Plan, which must address social, environmental, economic and civic leadership issues.

Group 2 and 3 councils must ensure that the social and community planning needs of their communities are in place at 30 November 2009 and through until they commence under the new legislation.

The Division is currently finalising the Regulation, Guidelines and Manual together with the capacity building website that will include information on workforce planning. A further circular to councils will be issued when these are released.

In having produced a new Social Plan that complies with the requirements of both the old Social/Community Planning Guidelines and the new Integrated Planning and Reporting Guidelines, Hornsby Council is in a strong position in that the Social Plan 2010-2014, and the broad community consultation process that underpins it, can be easily integrated into the forthcoming Community Strategic Plan which is required under the Local Government Amendment (Planning and Reporting) Bill 2009.

The Social Plan 2010-2014

The Social Plan 2010-2014 is a four year (strategic) document that will inform operational (service) plans which will be produced annually in order to ensure that Council is responsive to community needs. It is likely that, given the extent of the consultation undertaken to produce the Social Plan, the information gathered will contribute to the information used to produce the Hornsby Community Strategic Plan and, therefore, changes to the structure or content of the Social Plan are unlikely.

The Social Plan 2010-2014 adopts an alternate approach to planning which moves away from the target group approach used in the 2005-2010 Social Plan. The new approach embraces a whole of community approach. This new approach was taken in order to better integrate Council's approach to social planning with sustainability goals and the articulated needs of the community.

Whilst consultation to produce the Social Plan occurred with target groups that are identified in the Social/Community Planning Guidelines, the resultant Social Plan addresses broader community issues such as transport, social isolation, safety, recreation, homelessness and other issues that are not experienced exclusively by one group. This approach is more conducive with growing social capital across the Shire and the other social and cultural sustainability goals identified in the Planning Web™. Services currently provided by Council to target groups will be reviewed over time to ensure that priority issues identified during recent community consultations are addressed in future service delivery. These matters will be considered annually as Council will be asked to adopt annual service plans that will set community development activities for the forthcoming year.

A six month operational or service plan is attached to this Report and will guide community service provision through until June 2010. This short time frame will allow the Community Services Branch to re-orient itself around a new planning structure and review current service commitments. At the June 2010 Ordinary Meeting, it is proposed that Council be provided with a 12 month operational plan that will outline how the goals of the current Social Plan will be addressed in the 2010/11 financial year. It is noted that the Social Plan 2010-2014 will not continue to be referred to as the "Social Plan" but will eventually be absorbed as an integrated component of the Hornsby Community Strategic Plan in the 2010/11 financial year.

It is also noted that many of the issues identified during the community consultation process used to inform the Social Plan 2010-2014 are beyond the control or responsibility of local government. The Integrated Planning and Reporting Guidelines suggest that these issues be documented and referred to the appropriate level of government for action. These activities will be included in annual service plans.

Summary of submissions received during public exhibition

Throughout September and October 2009, the community have had an opportunity to comment on the draft Hornsby Shire Social Plan 2010-2014. Copies of the Plan were made available for a period of at least 28 days and could be viewed in Council's five Leisure and Learning Centres, five Libraries and five Early Childhood Childcare Centres. Copies of the Plan were also available to view on Council's website. The exhibition period was also advertised in the local media and through existing networks.

A number of comments were received and are summarised in **bold** below. A comment from staff is provided following each summarised comment.

- **It has been suggested that the issue of supporting and coordinating volunteers in the community should be addressed in the service plan** - Given that the needs of volunteers will be investigated in the first service plan, it is expected that issues associated with the support and coordination of volunteers may be raised through this investigative process. As such, it is recommended that consideration of this issue be deferred until such time as the needs of volunteers have been further investigated.
- **A factual correction has been suggested for the Plan in that the Hornsby Seniors Advisory Committee had been omitted as a focus group that was consulted** - Acknowledgment of the consultation with this group has now been made in the Appendices of the Plan. It is also noted that since the consultation period, the group has changed their name to the Hornsby Shire Over 55 Advocacy Group.
- **A comment was received about the lack of commitment in the document relating to how Council will work with community groups** - During a meeting with the group that made this comment, it was suggested that an action be included in the first six months of the service plan in which Council formalises its relationships with community partners thereby establishing a partnership framework for the delivery of the Plan. It is recommended that the service plan be amended to include the above.
- **A comment was made regarding the content of the service plans and, specifically, the goals listed therein** - It was explained to the group providing this submission that the goals documented in the service plan were inherited as part of the Planning Web™. The Planning Web was adopted by Council at the October 2009 Ordinary Meeting as part of the Hornsby 2020 Strategy and was also adopted in the Management Plan 2009/10 – 2011/12. As such, it was explained to the group that the goals contained in the Social Plan were not subject to change.
- **As described above, the legislative framework in which the draft Hornsby Shire Social Plan 2010-2014 was produced changed whilst the draft Plan was on public exhibition** - Amendments have been made to the draft Plan in order to reflect these changes.

Conclusion

It is recommended that Council accept the small amendments/corrections to the Social Plan detailed above and also accept the inclusion of a commitment to formalise Council's partnership arrangements with interested community groups in the Service Plan for the period January 2010 until June 2010.

BUDGET

The Social Plan 2010-2014 will be delivered within the budget currently allocated to the Community Services Branch. The associated annual service plans will be adapted accordingly should additional funding become available.

POLICY

There are no policy implications associated with this Report.

CONSULTATION

Internal

Manager, Children's Services – Narelle Misko
Coordinator, Youth Services – Sharon Mizzi
Coordinator, Over 55's Services – Jayne Boardman
Coordinator, Community and Cultural Facilities - Samantha Colbert
Community Development Officer - Access and Inclusion - Malcolm Wallace/Jian Zhao
Community Development Officer - Children and Families – Jian Zhao
Community Development Officer - Youth - Sue Downing
Community Development Officer - Adam Cryer
Team Leader, Home Modification and Maintenance Service - Jenny Ryan
Learning and Leisure Centre Officer – Kim Harris
Resource Officer (Over 55's) – Dolina Hall
Aboriginal Child and Family Strategy Community Facilitator - Herbert Smith
Coordinator, Children's Services (South) – Debbie Ficken
Manager, Corporate Strategy Branch – Julie Williams
Manager, Environmental Sustainability and Health – Julie Ryland
Environmental Sustainability Coordinator - Rebecca Maiden
Manager, Financial Services Branch – Glen Magus
Manager, Engineering Services – Peter Powell
Manager, Town Planning Services – James Farrington
Manager, Assets Branch– Chon Sin Chua
Manager, Traffic Branch – Lawrence Nagy

External

As detailed in the Appendix of the attached Social Plan 2010-2014 document.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Triple Bottom Line Councils strategic themes.

Working with our community

The outcomes associated with this proposal have been obtained through working closely with the community. Consultation has been thorough, and has involved the general public and a number of relevant stakeholders.

Conserving our natural environment

The Social Plan 2010-2014 will not impact negatively on our natural environment.

Contributing to community development through sustainable facilities and services

The project contributes significantly to community development outcomes as detailed in the Social Plan 2010-2014. The Plan also encourages and facilitates participation by all members of the community.

Fulfilling our community's vision in planning for the future of the Shire

The proposal is sympathetic with the community's articulated vision for the Shire.

Supporting our diverse economy

The Social Plan 2010-2014 will not adversely impact on the economy of the Shire.

Maintaining sound corporate and financial management

The Social Plan 2010-2014 is proposed to be funded within existing budgets and grants.

Other Sustainability Considerations

The Social Plan 2010-2014 should have no negative impacts either for Council or the community.

RESPONSIBLE OFFICER

The officer responsible for the preparation of this Report is the Manager, Community Services Branch, Mr David Johnston. Mr Johnston can be contacted on 9847 6800. For further information, please contact the Manager, Community Development – Mrs Lisa Cahill, on 9847 6779.

RECOMMENDATION

THAT

1. Executive Manager's Report No CC91/09 be received and noted.
2. Council adopt the Hornsby Shire Social Plan 2010-2014, incorporating the amendments recommended within Report No CC91/09.
3. Council adopt the Social Plan Service Plan for January 2010 until June 2010.
4. The contents of the Social Plan 2010-2014 contribute to the production of the Hornsby Shire Community Strategic Plan and, within budgetary constraints, resources be allocated to implement the priority society and cultural issues identified in these documents.

DAVID JOHNSTON
Manager - Community Services
Corporate and Community Division

GARY BENSLEY
Executive Manager
Corporate and Community Division

Attachments:

1. Hornsby Shire Social Plan 2010-2014

2. Social Plan Service Plan January 2010 to June 2010

File Reference: F2004/06043

Document Number: D01268821

8 GENERIC PLAN OF MANAGEMENT FOR PLANNING DISTRICTS 5 & 7

EXECUTIVE SUMMARY

Council exhibited a draft generic Plan of Management ('POM') for planning Districts 5 and 7 (for Berowra, Berowra Heights, Berowra Waters, Cowan, Brooklyn, Dangar Island and Milsons Passage) (Attachment 1-10). The exhibition was conducted in the manner prescribed in the *Local Government Act 1993* ('the Act') requiring a public hearing for POMs involving categorisation or re-categorisation of community land. All legislative requirements under the *Local Government Act* were met for the draft POM.

Several bushland reserves in the POM have been re-categorised in accordance with the *Local Government (General) Regulation 1999*. These 'natural areas' have been classified as bushland, wetland, escarpment, watercourse and / or foreshore. A public hearing for the POM was held in respect of any re-categorised lands and all community land parcels including Crown land, conducted by an independent Chairperson, as required by the Act.

A Public Hearing Report has been prepared by the hearing Chairperson on the basis of submissions received and submissions made at the Public Hearing. This forms Attachment 11 to this Report and is accompanied by a summary of submissions and amendments made to the draft POM as a result (Attachment 12).

The amendments are minor and involve rectification of some errors in the recording of information. This included correction where information was not properly cross-referenced between text and mapping components relating to a reserve or other typographical errors of an insignificant nature (see Schedule of Changes at Attachment 12).

The recommended amendments are not considered to be substantial enough to require a further exhibition of the draft.

PURPOSE/OBJECTIVE

This report advises on the outcomes of the exhibition of the POM and Public Hearing and notifies of any changes and / or corrections that have been made to the plan as required or based on submissions received.

The purpose of this report is to recommend adoption of the POM.

DISCUSSION

At Council's Ordinary Meeting on 11 March 2009 (EN05/09) it was resolved:

THAT:

1. *The draft Generic Plan of Management for "community" land and Crown reserves in Districts 5 and 7 be placed on public exhibition for a minimum period of 42 days.*

2. *A further report be provided to Council following the public exhibition period and public hearing.*

Public Exhibition of the draft Plan of Management

The draft POM for District 5 and 7 was placed on public exhibition for comment for 60 days from 24 March 2009 until 22 May 2009. Advertisements were placed in the *Hornsby Advocate*, *District Times* and *Hills News* notifying the public of the exhibition periods and inviting submissions on the Draft POM. Copies of the POM were placed in all Council libraries and at the Administration Centre, and the POM was exhibited on the council website, with direct links provided at each venue for the making of submissions.

Legislative requirements

On 1 January 1999, amendments to the *Local Government Act* and regulations of the *Local Government Amendment (Community Land Management) Act (1998)* came into effect.

The legislation requires that Plans of Management (POMs) categorise community land as one or more of the following categories:

'Park, sportsground, general community use area, area of cultural significance and natural area, the latter further categorised as bushland, wetland, escarpment, watercourse and/or foreshore.'

It is a requirement of Section 40A of the *Local Government Act* that Council hold a public hearing if a proposed POM has the effect of categorising or re-categorising community land. The re-categorisations for the POM are a result of the inclusion of the subcategories defining lands in the 'natural area' category, representing improved information and accuracy and not a result of other proposed re-categorisation of any community land.

Draft POMs are required to be held on public display for a period not less than 28 days in accordance with Section 38(1) of the *Local Government Act (1993)* while Section 38.2 requires a minimum period for receiving public submissions of 42 days. The exhibition of the Plan was organised and undertaken in accordance with all legislative requirements.

Re-categorisation of community land

The Act requires that if comment received during the exhibition of a draft POM calls for a change in the exhibited categorisation and / or it is proposed to re-categorise any such lands, Council must either re-exhibit the draft POM showing the changed categorisation or explain why it decided not to re-categorise. The draft POM does not require re-exhibition on these grounds.

Public Hearing

The Public Hearing was mediated by an independent Chairperson, Sandy Hoy, and Principal of *Parkland Environmental Planners*. The hearing was held on 5 June 2009 at Council Chambers from 6.00pm to 8.30pm. Two people attended the hearing, both also having made written submissions during the exhibition period. Following the hearing, *Parkland Environmental Planners* prepared a Public Hearing Report (Attachment 11), recording and summarising matters raised during the hearing and making recommendations to Council on any actions required. The Public Hearing Report recommends that Council adopt the

proposed categorisation of the community land in Districts 5 and 7 as shown in the draft POM.

Comments from the Public

Submissions were made during the period of public exhibition and at the public hearing. Most of these relate to specific ideas for future developments that may be proposed in the Brooklyn area. For this POM, which provides asset information and information on the management of Council and Crown reserves managed by Council, it is not necessary to incorporate possible future developments for sites, which can be assessed otherwise on a case-by-case basis.

Submissions and comments received are summarised at Attachment 12 to this report, including a summary of submissions and schedule of amendments made to the POM as a result. Amendments required consist of correction of minor errors or insubstantial amendments that do not warrant or require re-exhibition of the draft POM.

Comments from Department of Lands

The POM covers Crown reserves for which Council is trustee and/or Crown land under Council's care, control and management. Accordingly, a copy of the draft POM was sent to the Department of Lands ('the Department') for comment.

Like other generic district POMs already adopted by Council, this POM is intended to be adopted for community lands under the *Local Government Act*. It is stated in the POM that Crown reserves under Council's care, control and management or trusteeship are included for completeness and uniformity of management approach, however it is also made clear that it is not intended that the POM receive formal adoption under the *Crown Lands Act*. On this occasion, the Department raised concerns about Crown reserves being categorised in the same way as community land, whereas the *Crown Lands Act* makes no provision for the categorisation of Crown Reserves.

After some discussion with the Department, it was agreed that the POM could be adopted for community land now, and remain in draft form for Crown reserves for the time being. It is considered worthwhile to amend the POM during 2010 in consultation with the Department to make it capable of adoption under the *Crown Lands Act*, and thereafter similarly amend all other generic POMs so that they can be adopted under both acts.

Changes to the POM

As a result of the exhibition, some errors in the recording of information required rectification. This included correction where information was not properly cross-referenced between text and mapping components relating to a reserve or other typographical errors of an insignificant nature (see Schedule of Changes at Attachment 12).

Section 40 (2) (b) of the *Local Government Act 1993* permits the adoption of the POM without re-exhibition where amendments are deemed not substantial. Section 40 (2A) requires that where a change is made, Council must give public notice of the adoption and terms of the amendment as soon as is practicable after the adoption. The recommended amendments are not considered to be substantial enough to require a further exhibition of the draft.

The nature of amendments made to the POM, if adopted, will be brought to the attention of the public on council's website, where the adopted POM will also become permanently available for viewing alongside those previously adopted.

BUDGET

The action plans in the POM do not have a specific dollar value attached to each action. Some of the actions are ongoing and the remaining actions have been prioritised as short, medium and long-term activities totally dependent upon the availability of funds. This is particularly the case in terms of asset management where increasing collection of data will highlight the need for funds to either prolong the useful life of assets or replace them.

POLICY

The POMs represent detailed policy documents. Policies are contained throughout the documents and deal with, for example, Council's intention to lease or license facilities in parks and reserves for certain purposes. The documents also contain council policies for the management of parks, reserves and natural areas as specified in the *Local Government Act (1993)*.

CONSULTATION

During the preparation of the POM the Parks and Landscape Team consulted with the Bushland and Biodiversity Team regarding bushland issues. Both teams conducted site inspections throughout the districts, raising questions and consulting as necessary to improve the accuracy of mapping and information. Council's Assets and Maintenance and Parks Services staff were involved in document review. Some consultation for certain reserves and areas was conducted with Council's Property Management and Geographical Information Systems areas within the Works Division.

The Department of Lands, Planning NSW and the National Parks and Wildlife Service received drafts for review and the POM has been publicly exhibited. The public were given in excess of the minimum 42 days to comment on the documents. A public hearing was held and a report prepared by an independent consultant outlining the public response was also put on exhibition following the hearing.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line attempts to improve Council decisions by being more accountable and transparent on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

Working with our Community

The forums of public exhibition through local newspapers and invitation to attend the public hearing and make submissions are the avenues for informing and enabling community input.

Conserving our natural environment

The POM is instrumental documents in defining management practice in respect of the environmental qualities and condition of all parks and reserves under Council's care control and management, and establishing parameters for performance assessment on an ongoing basis. The adopted categorisations within the POM reflect the intrinsic values of the natural environment.

Contributing to community development through sustainable facilities and services

An outcome of the development of the POM is a better understanding of the needs of the community and the management needs of our parks and reserves on a Shire-wide basis. The POM sets qualitative and quantitative objectives for and contributes to improved management of these assets in the future. Each POM becomes an easily-referenced document for Council staff when conducting research in respect of any 'community land' environment.

Fulfilling our community's vision in planning for the future of the shire

The POM is a long-term planning document that guides the future of park policy for current and future generations. Along with requirements for consultation in respect of proposed changes in any park or reserve or re-categorisations, the processes for informing and inviting submissions in respect of all parks and reserves assists Council in implementing preferred vision in respect of these assets.

Supporting our diverse economy

Council-owned and Crown land under Council's care control and management is for everyone. Council establishes management objectives and regimes for 'community land' and highly values these resources. The good management of our parks and reserves, which these documents enshrine, maintains impetus for Council as an employer in our community and has a significant impact on the quality of public spaces, valued by the community.

Maintaining sound corporate financial management

There are benefits associated with the ongoing life-cycle costs associated with the management of Council assets. These benefits and the ongoing commitment to the management of land are enshrined by the POM.

Other sustainability considerations

Budgetary issues and climatic conditions can affect Council's capacity to maintain the qualitative and quantitative regimes described in each POM.

RESPONSIBLE OFFICER

The responsible officer is Peter Kemp, Manager, Parks and Landscape, telephone 9847 6792, hours 9.00 am to 5.00 pm, Monday to Friday.

RECOMMENDATION

THAT Council adopt the draft Generic Plan of Management for Planning District 5 and 7 as exhibited, with amendments that are not substantial.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

1. Plan of Mangement (POM) Parts I & II
2. POM 5 & 7 - Berowra (1)
3. POM 5 & 7 - Berowra (2)
4. POM 5 & 7 - Berowra (3)
5. POM 5 & 7 - Berowra Heights & Berowra Waters
6. POM 5 & 7 - Cowan (1)
7. POM 5 & 7 - Cowan (2)
8. POM 5 & 7 - Brooklyn
9. POM 5 & 7 - Danagar Island & Milsons Passage
10. POM 5 & 7 - Bibliography & Appendices
11. Public Hearing Report
12. Summary of Submissions

File Reference: F2004/07806

Document Number: D01260069

9 EXPRESSIONS OF INTEREST FOR COMPANION ANIMAL POUND

EXECUTIVE SUMMARY

An Expression of Interest (EOI 21/2009) for an Animal Pound, Approved Holding Facility and Pick up and Delivery Service was advertised during August and closed on Tuesday 25 August 2009. Three submissions were received with only one providing details of a full pound service covering all the requirements contained in the Expression of Interest document.

The report recommends that a three month trial be undertaken from November 2009 to February 2010 using the services of Sydney Dogs and Cats Home Inc as the pound service provider and Council officers attempt to have as many animals as possible returned to the owner rather than being transported immediately to the pound.

PURPOSE/OBJECTIVE

The purpose of this report is to advise Council of the outcome of the recent Expression of Interest EOI 21/2009: Provision of a Companion Animal Pound and/or Pick Up and Delivery Service of Companion Animals to the Pound or Options for Establishments to be Approved Animal Holding Facilities and provide a recommendation to Council.

DISCUSSION

Background

Under the *NSW Companion Animals Act 1998*, a 'council pound' means

- (a) a public or private pound established by a council under the *Impounding Act 1993*
- (b) any other place approved by a council as a place for the holding of animals for the purposes of this Act.

An Animal Pound service has being provided for Council for many years by the Thornleigh Veterinary Hospital.

Expression of Interest EOI 21/2009 – Companion Animal Pound

An Expression of Interest (EOI) for an Animal Pound, Approved Holding Facility and Pick up and Delivery Service was advertised during August and closed on Tuesday 25 August 2009. The responses to the EOI were opened on that date and three submissions were received from:

- Sydney Dogs and Cats Home Inc
- NSW Animal Rescue
- Kempsey Park Partnership

The evaluation of these submissions is contained in the confidential memo attached to this report.

One of the submissions conformed to the requirement to provide a pound service and covered the requirements contained in the Expression of Interest document. Two submissions were found to be nonconforming.

Tender Assessment

The submission from Sydney Dogs and Cats Home Inc (SDCH) provided a statement that addressed the requirement and understanding of the scope of services to be provided. A schedule of fees was provided as required, including the proposed rates for impounding and maintenance. The submission was on the understanding that Council would hold animals locally that were able to be returned home and only transfer those animals where Council was unable to locate the current owners.

SDCH at Carlton is the current contractor for many other councils and has the ability to provide the 'pound services' required under the *NSW Companion Animals Act 1993*. SDCH is able to cover all of the services required of a council pound. However, given its location transportation to the facility would pose difficulties for the Environmental Sustainability and Health Branch. Council currently employs the equivalent of two full time officers to cover the field duties for companion animals. With a potential turn around time of three hours this could possibly equate to the loss of an officer for a total of at least one day a week.

It is proposed that a three month trial of using the services of the Sydney Dogs and Cats Home Inc. be undertaken from November 2009 to February 2010. The trial will include, whenever possible, taking advantage of opportunities for animals to be held at a local veterinary surgery for a short time while waiting to be returned home by an officer or picked up by the owner or agent.

Those animals that:

- have no microchip or other identification
- has incorrect details recorded on the register
- have been the subject of multiple offences
- have been seized due to a dog attack incident

will be transported for impounding at the facility at Carlton. This trial will include using a Council officer to transport the animals to the pound, and this may sometimes mean finishing the run after hours.

At the conclusion of this trial the information collected, including numbers seized, numbers impounded, time taken for officers to take animals home and transport animals to the pound and ongoing costs to Council will be evaluated and used to make a decision on whether to enter into a formal agreement or look at other options.

A further report will be presented to Council at the conclusion of the trial period, providing the details of the information collected.

Issue of Feral Cats

There are areas within the Shire where feral cats are a continuing problem and are collected through trapping. These cats are extremely difficult to house and handle. The legislation provides the following information for councils under these conditions:

NSW Companion Animals Act 1998 Section 64 Unclaimed seized or surrendered animal may be destroyed. Section (2) The council may, in accordance with any policy that has been adopted by the council in relation to the management of feral or infant companion animals, destroy the seized or surrendered animal concerned before the end of such period referred to in subsection (1).

In accordance with the *Section 64 (2)* it is proposed that Council adopt a policy that would allow those cats that are identified by a qualified veterinarian as feral through appearance and behaviour that demonstrates they are not domesticated and are not identified by a microchip, to be destroyed without a requirement to hold them for a period of 7 days.

BUDGET

Any potential variation to the adopted budget will be evaluated at the end of the trial period and included in a report to Council.

POLICY

In accordance with the *Section 64(2)* of the *NSW Companion Animals Act 1998* where animals are identified by a qualified veterinarian as feral through appearance and behaviour that demonstrates they are not domesticated and are not identified by a microchip, may be destroyed without the requirement to hold for a period of 7 days.

CONSULTATION

Consultation has taken place with companion animals staff at other councils including Willoughby, Pittwater and Ryde. Willoughby City Council commenced a pound service with Sydney Dogs and Cats Home Inc on 1 July 2009. The council rangers are delivering the animals to their home and/or holding in temporary facilities at a local veterinary surgery or their Council Depot. To date they have not had to transfer any animal to Carlton. City of Ryde uses Blacktown Council Animal Holding Facility as their Council Pound. They have temporary holding pens at their Depot for up to six dogs and the rangers travel to Blacktown two or three times a week.

Consultation has also taken place with veterinarians at Berowra Heights, Asquith, Hornsby, Galston, Glenorie and West Pennant Hills regarding opportunities for temporary holding at their surgeries while waiting to be returned home or transported to the pound. These veterinarians had indicated their willingness to undertake a trial period with council.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

As this report is providing Council with information and proposing a trial only at this stage a Triple Bottom Line assessment will be undertaken as part of the proposed final actions.

RESPONSIBLE OFFICER

The responsible officer is Sue Moyes, Sustainable Health Coordinator, telephone 9847 6816 between the hours of 8.30 am and 5.00 pm, Monday to Friday.

RECOMMENDATION

THAT:

1. Council undertake a three month trial using the Pound service provided by Sydney Dogs and Cats Home Inc at 77 Edward Street Carlton.
2. A further report be presented to Council outlining the results of the trial.
3. Council adopt a policy in relation to the management of feral cats as set out in EN 43/09.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

1. Confidential Memo - *This attachment should be dealt with in confidential session, under Section 10A (2) (c) of the Local Government Act, 1993. This report contains information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.*

File Reference: F2009/00541
Document Number: D01243646

10 CATCHMENTS REMEDIATION RATE (CRR) ANNUAL EXPENDITURE REPORT 2008/2009

EXECUTIVE SUMMARY

The revenue received for the Catchments Remediation Rate (CRR) as at 30 June 2009 was \$2,567k. The balance of funds at this period was \$382k. This was as a result of income generated, \$2,567k plus \$206k brought forward from 2007/2008, less expenditure of \$2,391k. Furthermore, it was reported that in the 2008/2009 financial year there was a "Fair Value Adjustment on Investments" made across all Council funds, including CRR. It was noted that prior to this decision these losses had been borne solely by Council's general revenue.

The Catchments Remediation Rate Expenditure Review Panel (the Panel) meets twice annually. At its meeting held on the 1 October 2009 the Panel noted that it had sighted and discussed the financial details of the CRR expenditure as of the 30 June 2009 and considered all reports acceptable and reasonable. A cost summary of expenditure for the 2008/2009 financial year and the CRR Expenditure Review Panel's report are provided in the Attachments.

The Panel made a number of specific comments and observations (refer to Attachment 4). In particular the Panel recognised that reduced returns from investments in recent years were expected but were of the opinion that Council should review its investment strategy to ensure that CRR cash funds are not at risk of capital loss and are earning appropriate returns that are returned as income to the program. Furthermore, the Panel agreed that the Charter for the Panel should be reviewed to incorporate the guiding principles behind the CRR program and illustrate how the program is linked to current Council policies, strategies and management plans.

PURPOSE/OBJECTIVE

The purpose of this progress report is to document the expenditure of CRR funds by Council from 1 July 2008 to 30 June 2009. The report also includes the findings of the external Expenditure Review Panel, as well as the subsequent progress on the assessment, investigation and completion of catchment remediation projects across the Shire.

DISCUSSION

Balance of Funds

At the CRR panel meeting held on the 1 October 2009, Mr Glen Magus (Manager, Financial Services) gave a breakdown of the "Balance of CRR funds" reported in the financial report, with specific reference to Council's position on the allocation of a "Fair Value Adjustment on Investments" to CRR funds. It was explained that CRR funds are not invested in isolation from other funds and that in consultation with Council's auditors, the decision was made to spread the negative returns seen by investment over the previous two years across all Councils funds, including restricted funds (e.g. Sect 94, CRR). It was noted that prior to this decision these losses had been borne solely by Council's general revenue.

It was also noted that while these losses were reported in the 2008/2009 financial report they were not actually “realised” losses and may potentially record positive returns in subsequent years with a positive turn around in the financial market.

Capital Remediation Projects

A significant proportion the 2008/2009 CRR budget was allocated for capital works projects across the Shire. These works included bioretention systems, stormwater harvesting and reuse schemes, sediment basins, stream stabilisation/remediation and gross pollutant traps. In future years, it is expected that a greater proportion of the expenditure will fund the operation and maintenance of the installed devices and facilities.

In the 2008/2009 financial year \$742,000 was spent on capital works with 11 catchments remediation projects being initiated and completed as of the 30 June 2009. These include the construction and installation of:

- Two end-of-pipe bioretention system: Cheltenham, Berowra
- One large stormwater harvesting project: Cherrybrook
- One gross pollutant device (GPD): Cherrybrook
- Five creek enhancement and stabilisation projects: Berowra (3), Thornleigh, Pennant Hills
- Two streetscape rain gardens: Hornsby and Waitara
- Four bioretention tree pits

A full explanation of the account codes and project locations can be found in Attachment 3. In addition:

- Eight projects from previous years had residual expenditure
- Seven projects on the 2009/2010 works schedule had pre-construction expenditure

Council's Design and Construction Branch conducted survey, design and construction of a majority of the capital works program in consultation with the Catchments Remediation Team Leader.

Non-capital Associated Expenditure

A component of the CRR budget for 2008/2009 supported various Environment Division operations which contribute to fulfilling obligations to improve water quality Shire-wide. Attachment 3 shows the specific expenditure breakdown for:

- pro-active maintenance of all stormwater improvement assets
- street sweeping
- community project support, e.g. Streamwatch and various committees
- implementation of a Geographic Information System (GIS)
- emergency response to spills
- water quality research and monitoring
- riparian restoration works
- salaries, wages, overheads and associated administrative costs for project management

CRR Expenditure Review Panel Report

On 1 October 2009, the CRR Expenditure Review Panel met to discuss the expenditure for the 2008/2009 financial year. The Panel noted that it had sighted and discussed the financial details of the CRR expenditure and considered all reports presented by council officers as acceptable and accountable. The Panel also included a number of specific comments and observations:

- While recognising that the recent global economic downturn has reduced the book value of Council's investment funds, including the CRR reserves, it was generally accepted that as the general financial market improves, CRR funds invested will regain value. However, the Committee is of the opinion that Council should review its investment strategy to ensure that CRR cash funds are not at risk of capital loss and are earning appropriate returns that are returned as income to the program.
- Given that the original Berowra Creek remediation program began with the Statement of Joint Intent (SOJI) in 1994, the Committee agreed that the CRR charter should be updated to better express the development and extent of its current role.
- Given the increasing costs of landfill disposal in Sydney, the Committee supported Council's investigation of more storage and recycling of street sweeping collections and the material recovered from stormwater treatment measures for beneficial reuse.

BUDGET

The relevant budget and incurred expenditure for the Catchments Remediation Rate (CRR) is shown in Attachments 1-3.

POLICY

There are no policy implications.

CONSULTATION

This Progress Report has been compiled by staff from the Environment Division's Water Catchments Branch and Executive Unit. Advice from Council's Finance Branch was also sought and incorporated.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

As this report simply provides Council with information that does not propose any actions which require a sustainability assessment, no Triple Bottom Line considerations apply.

RESPONSIBLE OFFICER

The responsible officer is Mr David Beharrell, Catchments Remediation Team Leader, Water Catchments, telephone 9847 6860, hours 8:30am to 5:00pm, Monday to Friday.

RECOMMENDATION

THAT the contents of Executive Manager's Report No. EN48/09 be received and noted.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

1. CRR Balance 2008-2009
2. CRR Non-Capital Expenditure 2008-2009
3. CRR Expenditure Summary 2008-2009
4. CRR Panel Report 1Oct2009

File Reference: F2005/00829-02
Document Number: D01264301

11 CATCHMENTS REMEDIATION RATE CAPITAL WORKS PROGRAM - ANNUAL REPORT 2008-2009

EXECUTIVE SUMMARY

During the year 2008/2009, the Water Catchments Team has progressed with the Catchments Remediation Rate (CRR) Capital Works Program. The annual report for this program is attached and provides an overview of program planning, performance, operations, implementation and future goals. Once adopted by Council, this report will be placed on Council's website for public information and viewing.

The principal objective of the CRR Capital Works Program is to install stormwater treatment measures that capture and remove pollutants, thus preventing them from entering the Shire's waterways. The current focus of the program is to install measures that effectively capture the full range of pollutants found in urban stormwater, e.g., litter, sediment and dissolved contaminants, while requiring minimal ongoing maintenance. Bioretention systems, which in simple terms can be regarded as "vegetated sand filters" are seen to meet these criteria and have therefore become the preferred option when considering new capital works.

In 2008/2009, 11 catchments remediation projects were initiated and/or completed. These works involved the construction and /or installation of bioretention systems, gross pollutant devices, creek remediation and stormwater harvesting projects. Highlights for the year included the construction of a 300 square metre bioretention system in Cheltenham and the installation of a large (440,000L) stormwater harvesting and reuse scheme at Cherrybrook (jointly funded by the Federal Government).

The performance data collected over the 2008/2009 period showed that over 800 cubic metres of sediment, litter and organic matter was captured by CRR devices. In addition thousands of kilograms of dissolved pollutants, e.g., nutrients and heavy metals were prevented from entering the Shire's waterways by these devices.

PURPOSE/OBJECTIVE

For Council to adopt the Catchments Remediation Rate Capital Works Program – 2008/2009 Annual Report.

DISCUSSION

Catchment Remediation Capital Works - Annual Performance Report (2008/2009)

This report aims to provide quantitative data and analysis of the relative performance of different water quality treatment measures, including gross pollutant devices, sediment basins, wetlands and bioretention systems that have been constructed to improve stormwater quality in Hornsby Shire. The results of the report will be used by stormwater and catchment managers to provide a better insight into determining the type of structures that are suitable for specific sites. Furthermore, the data provides valuable information about the costs (both capital and maintenance), benefits and device optimisation which can aid in the formulation

of strategies to improve catchment and landuse practices by both structural and non-structural means.

The principal objective of installing stormwater treatment measures is to improve the quality of stormwater by removing pollutants and in some instances retaining stormwater flows. In the 2008/2009 financial year \$742,000 was spent on capital works with 11 catchments remediation projects being initiated and completed. These works involved the construction and /or installation of two end-of-pipe bioretention systems: Cheltenham, Berowra; one large stormwater harvesting project (including GPD): Cherrybrook; one gross pollutant device (channel net): Cherrybrook; five creek enhancement and stabilisation projects: Berowra (3), Thornleigh, Pennant Hills; two streetscape bioretention basins: Waitara and four bioretention tree pits: Hornsby.

While these structural interventions treat and remove pollutants directly, the Catchments Remediation Program also promotes and funds non-structural initiatives in the pursuit of improving water quality in the Shire's creeks, waterways and receiving waters. These include: monitoring, maintenance, street sweeping, riparian bush regeneration, environmental education, business auditing, compliance programs, pollution clean-ups and estuary management initiatives.

The collection of performance data over the 2008/2009 financial year has allowed Council to examine the indicative maintenance costs and gross pollutant (sediment, litter and organic matter) removal from Council's 390 + water quality improvement measures. The figures show that 811 cubic metres of sediment, litter and organic matter was captured and prevented from entering the Shire's waterways.

The total cost to Council to maintain its water quality improvement measures and adjacent landscaped areas was approximately \$428,000 in the 2008/2009 financial year, including \$151,000 for cleaning/maintenance, \$110,000 for landscaping /vegetation maintenance, asset repair \$84,000. Other costs associated with maintenance included device inspections, material processing for reuse, disposal of waste to landfill and monitoring of leachate treatment and reuse facilities.

The report also provides information on the costs, sizing and performance of wetland ponds constructed under the Catchments Remediation Program. In addition, the report provides details on the ongoing program to remediate degraded creeks and former landfill sites and the trialling of new and innovative stormwater infiltration, reuse and bioretention systems. Projects of particular interest in the 2008/2009 period were the bioretention system constructed in Cheltenham and the stormwater harvesting scheme installed at Cherrybrook. Overall, the findings of this report give stormwater managers a better insight into the cost-effectiveness and performance of water quality improvement structures and the management of life-cycle costs for individual stormwater treatment measures. The performance of these devices allows Council to both refine and modify the design of future water quality control measures, and judge their appropriateness for proposed remediation sites based on catchment size and land use impact.

BUDGET

There are no budgetary implications.

POLICY

There are no policy implications.

CONSULTATION

This report was prepared by the staff of the Water Catchments Team.

TRIPLE BOTTOM LINE SUMMARY

Triple bottom line is a framework for improving council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon council's strategic themes.

As this report simply provides Council with information that does not propose any actions which require a sustainability assessment, no triple bottom line considerations apply.

RESPONSIBLE OFFICER

The responsible officer is Mr Ross McPherson, Manager Water Catchments, telephone 9847 6708, hours 8:30 am to 5:00 pm, Monday to Friday.

RECOMMENDATION

THAT the contents of Executive Manager's Report No. EN49/09 be received and noted.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

1. CRR Capital Works Program_2008-2009 Annual Report

File Reference: F2005/00829-02
Document Number: D01264678

12 PARKS CAPITAL WORKS 2009-2010 SEPTEMBER QUARTER PROGRESS REPORT

EXECUTIVE SUMMARY

The Parks Capital Works Program for 2009/2010 addresses works required to maintain park assets in a safe and enjoyable condition. It also includes a works program for improving the parks of Hornsby Shire with funding from development contributions levied under Section 94 of the Environmental Planning and Assessment Act, 1979.

PURPOSE/OBJECTIVE

This report is to inform Council of the progress of the 2009/10 Parks Capital Works Program as at 30 September 2009.

DISCUSSION

Attachment 1 is a status report on projects listed for 2009/10.

As indicated in the attachment the majority of projects assigned to the Parks and Landscape Team have been substantially progressed.

Rural Sports Facility acoustic monitoring

Under consent conditions for the Rural Sports Facility (DA 53/2005) there is a requirement for quarterly monitoring of the acoustic performance of the site by an independent acoustic consultant. The conditions require reports to be referred to Council on a quarterly basis for the first year of operation and at determined times thereafter.

Council prepared a Noise Management Plan in late 2008 that sets out the monitoring and reporting regimes. Attachment 2 includes a report submitted by the acoustic consultant, indicating that the monitoring to date has found that the site operations are complying with the requirements of the Development Application.

BUDGET

There are no budget implications arising from this report.

POLICY

There are no policy implications arising from this report.

CONSULTATION

No consultation was necessary for the preparation of this report.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

As this report simply provides Council with information and does not propose any actions which require a sustainability assessment, no Triple Bottom Line considerations apply.

RESPONSIBLE OFFICER

The responsible officer is Peter Kemp, Manager, Parks and Landscape, telephone 9847 6792, hours 9.00 am to 5.00 pm, Monday to Friday.

RECOMMENDATION

THAT the contents of Executive Manager's report EN50/09 be received and noted.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

1. Capital Works - September 2009/10 Report
2. Noise Management Plan - August 2009

File Reference: F2004/06971
Document Number: D01265042

13 2008/09 NSROC STATE OF THE ENVIRONMENT REPORT

EXECUTIVE SUMMARY

The 2008/09 Northern Sydney Regional Organisation of Councils (NSROC) State of the Environment (SoE) Report provides the regional community with a greater understanding of the current state, pressures and responses to the environment. Working together regionally has already yielded benefits that include the sharing of ideas on sustainability reporting, the swapping of environmental practices and innovation in the region and the forging of stronger regional links. The biggest environmental issues facing the NSROC region are climate change, population growth and increased urban development that is placing significant pressure on our waterways and bushland. Increased urban development is resulting in the loss of bushland vegetation, pollution, altered flow rates, sedimentation and the introduction of exotic species that all contribute to reduced ecosystem function and poor water quality. Another priority area facing all NSROC councils is reducing the communities' energy and water consumption.

In addition to the NSROC SoE, Council continues to produce a Shire-wide review to ensure that local issues not covered at a regional level are addressed, such as onsite sewage management and illegal land modifications in our rural and river settlement areas. This information will be published in Council's Annual Report and Corporate Sustainability Report. The production of the local SoE report also ensures a direct link to key initiatives and indicators within the Council's Management Plan.

PURPOSE/OBJECTIVE

This report seeks Council's endorsement of the text provided in the DISCUSSION section for inclusion in the Northern Sydney Regional Organisation of Council's State of the Environment (NSROC SoE) Report 2008/09. Unfortunately, a draft of the NSROC SoE Report 2008/09 will not be available until after the NSROC Board meeting on 12 November 2009. The NSROC SoE Report is due to the Minister for Local Government by 30 November 2009.

DISCUSSION

The Northern Sydney Regional Organisation of Councils comprises seven councils (Hornsby Shire, Hunters Hill, Ku-ring-gai, North Sydney, Lane Cove, City of Ryde, and Willoughby City) in the northern part of Sydney, which have voluntarily come together to address regional issues, work co-operatively for the benefit of the region and promote agreed regional positions and priorities. All of these councils work closely with their communities and state and federal counterparts to ensure that the environment is managed appropriately and sustainably.

Over the past 12 months the seven councils that make up NSROC have been working collaboratively to develop the regional SoE report. As a corporate reporting responsibility under the *NSW Local Government Act 1993*, the regional SoE is an important tool for communicating the responsibility and necessity for environmental management amongst local councils and the community.

Findings of Hornsby Shire in comparison to other Municipalities in the Region

The NSROC SoE Report demonstrates Council's outstanding environmental record. The report illustrates that Council has the largest number of pollution traps in place to help ensure clean waterways, has saved the largest amount of greenhouse gases through Council run-community projects and has the second highest amount of greenhouse abatement for corporate emissions through the retrofitting of council buildings and parks and its successful residential recycling program.

Despite Council's high percentage of greenhouse abatement for both the corporate and community sectors, there are still many opportunities for further abatement. It is envisaged that the Business Energy Savings Program and the Green Business Energy Savings Program, which target business greenhouse gas emissions and the *earthwise* at home program, which targets community energy consumption, will result in an abatement of greenhouse emissions across the Shire in the coming years.

It is clear from the report that, while Hornsby Shire has the highest population and the greatest area of land to protect, it is still the leading council on environmental initiatives. The holistic approach to environmental management ensures Hornsby Shire maintains its reputation as the Bushland Shire whilst serving its vision of '*creating a living environment...*'.

Key Findings for Hornsby Shire

1. Towards Environmental Sustainability

Hornsby Shire Council undertook community engagement research in June 2009 to seek the views of the 'silent majority' on a range of issues. The results of the study will form the basis of the Community Strategic Plan to guide Council's efforts for the long term. In addition, the Hornsby Shire Council Social Plan 2010-2014 was recently prepared, with extensive consultation and feedback from the Hornsby Shire community including residents, stakeholders and partners from government and non-government organisations.

Council has been active in partnering with other Councils and organisations to assist residents and businesses to reduce their ecological footprint. In 2009, the Australian Conservation Foundation (ACF) partnered with Council to deliver a series of community workshops focused on sustainable living as part of the GreenHome Program. The workshops were aimed at engaging the community to achieve direct energy and water savings in the home. Over 200 households were engaged in the program. The total megawatt hour savings from participants' efforts is estimated to be 200 Mega Watt hours (ACF, 2009).

The Business Energy Savings Program and the Green Business Energy Savings Program were developed to assist businesses to reduce their energy consumption and increase their environmental sustainability. The programs encourage businesses to reduce their energy consumption and subsequent energy costs as a sensible financial and business investment. The two programs have currently registered 296 businesses from North Sydney and Hornsby that are interested in participating. The total potential reduction in greenhouse gas emissions from businesses presented with an Energy Action Plan is estimated to be 2633 tonnes and the projects have recently reached the milestone of implementing the recommended actions for several businesses.

Council is also addressing sustainability at the corporate level. The Sustainable Procurement Committee at Hornsby Shire Council is currently working to ensure that sustainable procurement becomes standard practice by arranging training and education programs for

staff and incorporating sustainability criteria into the tendering process. A Sustainable Procurement education day was held in August 2008 showcasing several key suppliers and their sustainable product range. Council also developed an Advancing Greenhouse Purchasing and Carbon Neutrality Framework which is a generic framework for local government organisations looking to further sustainable procurement within their organisation. This has been circulated to NSW councils for their use. Following this, a Sustainable Procurement Policy was endorsed by Council in April 2009 and a training course was conducted for several key staff in April 2009 to ensure that the policy is put into practice.

2. Human Settlement

Heritage

There are 235 known Aboriginal sites in Hornsby Shire, including rock-shelters, midden and engravings. In 2009, Council was successful in obtaining a Caring for our Country Community Coastcare grant to undertake midden restoration on Bar Island with the Guringai Tribal Link and the local community. The project re-routed tracks on the island to minimise the impact of island visitors on the Aboriginal midden.

Hornsby Shire Council contains 829 non-Aboriginal heritage items and 5 heritage conservation areas. Hornsby Shire Council was the 2008 Winner of the Keep Australia Beautiful Sustainable Cities Award for Best Heritage Management by a Metropolitan Council. In 2009, Council acknowledged the efforts of property owners, individuals and groups involved in restoration works and conservation efforts by presenting them with certificates and plaques at a Council meeting and publishing the winners in the *Bushland Shire News*. One of the winners was the Anglican Retirement Village in Castle Hill for the Restoration of the *Rural Silos*.

Urban Planning/Transport

Hornsby Shire Council undertook a Sustainable Fleet Management Study in 2007 and is currently in the process of implementing the recommendations from the Study. Some of the key actions currently being implemented include:

- at vehicle changeover, all 6 cylinder “business use only” vehicles are to be replaced with the most appropriate fuel efficient vehicle;
- all new entrants to Council’s motor vehicle private use scheme will be provided with a choice of 4 cylinder vehicles only, the choice of which has broadened significantly;
- all existing employees who have a 6 cylinder vehicle are encouraged to move to a four cylinder vehicle where practicable;
- Council will undertake the testing of a representative sample of fleet vehicles to determine emissions performance on an annual basis; and
- Council will investigate mechanisms by which staff are able to purchase annual train tickets in a tax advantageous manner and improving the economic and environmental performance of the fleet.

Waste

In 2008/09, 46% of the material collected from the domestic waste collection service was sent to landfill, this is similar to the results for 2007/08. There have been a number of minor changes that could have affected this result including a small growth in population and a general trend that indicates that waste generation per household has increased since the previous year. Until additional waste treatment technologies and facilities are available it is unlikely that further significant increases will be achieved past this point.

Through use of the Bin Crew Hornsby Shire Council has been encouraging its residents to reduce the amount of waste they send to landfill through the following strategies:

- Continuing with two electronic waste and chemical collections per year
- Increased publication of the waste events education program for workshops on composting
- Green cleaning and recycling tours
- Running a biannual clothing exchange
- Running wood chipping days

Noise

Hornsby Shire Council has reviewed its conditions of consent and procedure relating to construction noise in close proximity to potentially affected receivers (e.g. residential dwellings). Council now requires a noise management plan indicating how the developer will achieve acceptable noise levels for the course of the project. This may include implementing temporary acoustic barriers, controlling timing of large noise events, notification of affected residents and submission of taken noise readings to the Certifier and Council for analysis. The Department of Environment, Climate Change and Water's *Construction Noise Guideline* has been utilised in the development of the above procedure and relevant conditions.

To address noise associated with barking dogs, Hornsby Shire Council has implemented a staged approach. When the initial complaint is received, Council officers will usually suggest ways to help the dog owner quieten the dog (e.g. obedience training, keep the dog inside at the usual times of nuisance, covering visual triggers (if they bark at movement), or suggest barking collars). Should subsequent complaints be received, Council officers request that a diary be completed by the complainant and Council will undertake patrols of the residence at the times of offence. If necessary, Council will issue a Nuisance Order to the dog owner.

Energy Consumption

Hornsby Shire Council has a community greenhouse emission reduction target of 5% by the year 2010. It has achieved a reduction of 3.2% at the end of the 2009 financial year through the implementation of a variety of programs including:

- the Business Energy Savings Program which aids businesses in implementing energy saving measures within their business operations
- waste reduction programs such as mulch chipping days, workshops on composting and recycling tours
- earthwise@home – offering workshops (in partnership with ACF's GreenHome Program) on energy saving, promoting government rebates for insulation and solar hot water and also GreenPower

Council has reaffirmed its position as a leader in greenhouse gas reduction by incorporating renewable energy generation in the design of the new Emergency Fire Control Centre, located at the old Tollgate Site along Pacific Highway at Berowra. This action was undertaken in accordance with the objectives of Hornsby Shire Council's *Sustainable Energy Policy for New Council Assets*, which requires all new projects to have an average annual greenhouse gas emission at least 30% below that of an existing equivalent facility and "optimise opportunities to...incorporate renewable energy technologies wherever possible". Working closely with the NSW Rural Fire Service, a wind turbine and a solar photovoltaic (PV) system have been installed to power the new centre. The wind turbine has been sized to produce approximately 30% of the estimated power consumption (approximately 27,000

kWh per year) of the new Fire Control Centre, based on the consumption of the old Fire Control Facility located in Hornsby Heights. The PV system is there to supplement the power output during times of low wind speed.

Water Consumption

Hornsby Shire Council's Water Conservation Policy would not be effective without community support. To this end, the Policy sets a goal for a community reduction of 18% by 2011 against the average of community water use over the years 1999 to 2001. The water education programs for the Hornsby community are making progress. Total water consumption in the Hornsby LGA (units, flats and houses combined) was reduced from 12,600 ML in 1998-99 to 10,311 ML in 2007-08 despite a population increase. On the whole, the community has made a substantial effort to reduce their water consumption.

Hornsby Shire Council's corporate target is to achieve a 21% water consumption reduction by 2011 against the average of Council's water use over the years 1999 to 2001. Council's corporate water consumption for 2007-2008 (152,838 kLs) was a significant decrease on the previous financial year 2006-07 (200,508 kLs). Council is awaiting water consumption data on the Hornsby LGA from Sydney Water.

Hornsby Shire Council has implemented a number of water saving projects including:

- *Greenway Park Stormwater Harvesting Project* - harvested water is used to irrigate two sports ovals. This is expected to reduce annual water consumption of mains water by 13 to 19 mega litres.
- Obtained a \$2.4 Million Federal Government funding under the *Regional and Local Community Infrastructure Program* for the Epping Stormwater Re-use and Energy Efficiency Project – recycling of stormwater at three major public ovals located at Epping and Eastwood and installation of energy efficient measures at 4 ovals.
- Organised a Council-wide attendance at the *Sydney Water Speakers Program*.
- Entered a Memorandum of Understanding in August 2008 between Council and Sydney Water for the permanent monitoring of the top 10 water usage sites to understand water usage patterns and maintain low leakage across the Shire.
- Compiled an Analysis of Potable Water Consumption for the Hornsby LGA for 1998 to 2008.
- Successfully completed an Every Drop Counts (EDC) Business Program Diagnostic Review.
- Rainwater tank and greywater reuse workshops were held to assist residents to install tanks and reuse greywater within their homes.

Community Health

Hornsby Shire Council's Community Services Team ran a number of health projects for the community including:

- BRINK - DVD Project/Young Women (via the Hornsby Community Drug Action Team) conducted several workshops with local high school students on the topic of binge drinking, particularly amongst young women. They developed a working party that worked with paid actors/media to develop a script, then acted, produced a short film, then a DVD resource on binge drinking for local high schools, providing healthy alternatives for young people instead of alcohol. Received an award nomination from the Australian Education & Rehabilitation Foundation. Story went into popular young women's magazine, "Dolly". 500 free copies were distributed around Hornsby, Sydney, New South Wales, interstate and overseas.

- [Gal@h](#) - in partnership with Twenty10, run this fun and educative group for same sex attracted young people where we explore healthy relationships, mental health, safe sex etc.
- Exercise Groups - in partnership with local GPs ran several low impact exercise classes for over weight/obese young people at the Hornsby Youth & Family Centre over an eight week period, providing information on healthy food options.
- Drug and Alcohol Free Events - the Youth Services team have participated in over 15 events throughout the Shire, from movie nights to band nights and community days, where alternative healthy options were provided to young people, including healthy food, sporting events and passive and active activities. All of these fit within the policy of the Youth Service Team's no drugs framework.
- In partnership with Breastscreen NSW, Hornsby Shire Council organised an information session for Mandarin speaking seniors with the interpreter last November. Information on health issues and local services were also provided to the participants.

3. Bushland and Biodiversity

Conserving Our Bushland

The largest member of NSROC, Hornsby Shire Council, is known as the Bushland Shire because of its extensive bushland areas and scenic amenity. Bushland areas cover almost 75 per cent of the Shire with approximately 5,750 hectares managed by Council. This includes the 3,830 hectare Berowra Valley Regional Park that is jointly managed by Hornsby Shire Council and the Department of Environment, Climate Change and Water.

Hornsby Shire Council's bushland regeneration program consists of 50 long term sites predominantly on Council owned land but also on Crown land and Department of Climate Change and Water land that is co-managed with Hornsby Shire Council (Berowra Valley Regional Park). Additional bushland regeneration sites are taken on under grant projects and when other external funding is available. Approximately 90% of the sites are contracted out to bush regeneration companies, currently there are eleven (11) suppliers under a new tender that was finalised in August 2009. Works vary from restoring small degraded urban bushland remnants to mitigation of weed sources that threaten larger and more pristine bushland reserves.

Hornsby Shire Council is committed to protecting and improving its local natural environment through its Biodiversity Strategy, on ground bush regeneration work and a large volunteer Bushcare Program. Council also provides free native plants to residents four times a year and is working to encourage local nurseries to provide local native stock to residents for their gardens. The Bushland and Biodiversity Management Team run the *Gardens for Wildlife* workshop series which educates residents about enhancing biodiversity such as building frog ponds, creating native gardens and identifying bird species. In addition, Hornsby Shire Council along with Ku-ring-gai and Willoughby councils are running a program called *Greenstyle*. This is a joint grant project aiming to assist residents to make their homes and gardens more eco-friendly. Three (3) Greenstyle advisors have been employed to assist residents to get started, starting with a personal home and garden assessment, followed by advice, support, free workshops and access to a range of suppliers and products to improve their home and lifestyle.

Open Space

The Unstructured Recreation Strategy was developed by Hornsby Shire Council to provide strategic direction for the management of unstructured recreation facilities in the Shire.

Selected activities are dealt with in the plan including:

- a range of unstructured sports undertaken for pleasure, away from the club competitive environment in social/family settings
- BMX and mountain biking
- walking for recreation
- dog socialisation and exercise
- skateboarding and in-line skating
- horse riding trails
- playgrounds
- recreational fishing

Fire Management

In 2008/09, 599 permits to burn issued to residents predominately within the rural area of the Hornsby Shire to facilitate preparing homes for bushfire events by reducing the amount of fallen vegetation on private property. Fifteen (15) specific sites were treated manually to manage fuel loads along the bushland/ urban interface; this was over one (1) hectare totalling 1.2 kilometres in length along interface areas. Three (3) kilometres of fire trail were maintained through slashing works and 600 metres of fire trail was upgraded through concreting and resurfacing. Twenty eight (28) Bushfire Hazard complaints were received by Council and referred to the NSW Rural Fire Service (RFS) for assessment. Thirty four (34) hazard reduction certificates were issued under the Bushfire Environmental Assessment Code by the NSW Rural Fire Service for residents to undertake prescription burning or clearing activities to facilitate vegetation and fuel management. Thirteen (13) prescription burns were undertaken within the Hornsby Ku-ring-gai Bushfire Management Committee area as part of the 2008/09 Fuel Management Program covering 67.8 hectares of land.

This year was very wet, making broad area prescription burns difficult to undertake due to local weather conditions and the availability of RFS volunteers. An increased focus on community education and more areas targeted for manual works are continuing as a result of environmental constraints restricting the prescription burn program. The new Bushfire Risk Management Plan has mapped most of Hornsby Shire as Extreme for bushfire danger and with climate change the risk is likely to increase through time.

Conserving our Native Flora and Fauna

Hornsby Shire Council is committed to protecting and improving its local natural environment through its Biodiversity Strategy, on ground bush regeneration work and a large volunteer Bushcare Program. Council also provides free native plants to residents four times a year and is working to encourage local nurseries to provide local native stock to residents for their gardens. The Bushland and Biodiversity Management Team run the *Gardens for Wildlife* workshop series which educates residents about enhancing biodiversity such as building frog ponds, creating native gardens and identifying bird species. In addition, Hornsby Shire Council along with Ku-ring-gai and Willoughby councils are running a program called *Greenstyle*. This is a joint grant project aiming to assist residents to make their homes and gardens more eco-friendly. Three (3) Greenstyle advisors have been employed to assist residents to get started, starting with a personal home and garden assessment, followed by advice, support, free workshops and access to a range of suppliers and products to improve their home and lifestyle.

4. Water

Hornsby Shire Council's Lower Hawkesbury Estuary Management Plan and Program provides an integrated and strategic approach to the management of estuarine assets. These assets are protected through the implementation of strategies which incorporate:

- Planning- ensuring planning instruments include best practice and provisions for sustainable development
- Research- undertaking programs to monitor estuarine health and prepare for climate change
- Education- engaging local communities and schools through estuary awareness activities
- Compliance- encouraging riverside settlements to implement sustainable practices
- On-ground works- installing infrastructure and undertaking regeneration programs to protect estuarine assets.

In 2008/2009 Hornsby Shire Council continued to monitor and manage the cleaning of existing and new stormwater improvement assets, general upgrades and repairs and associated maintenance (e.g. bush regeneration) of surrounding areas as an ongoing function of the catchment remediation program. Council conducted 70 metres of creek remediation and stabilisation works on Tedbury Creek in Pennant Hills. The NSW Coastal Conference Award 2008 for Local Government was won by Hornsby Council for the implementation of the Berowra Creek Estuary Management Plan. Council also won the Stormwater Industries Association award for Excellence in Stormwater Software Development for a stormwater harvesting model. Catchment education occurred via community catchment tours, displays at festivals and visits to schools.

5. Atmosphere

Hornsby Shire Council has continued to implement actions contained within its Sustainable Energy Strategy in 2008/09. These have included the following:

- installation of a wind turbine at Berowra
- HVAC Predictive Maintenance program for Council's libraries
- improvements to Hornsby Library's Cogeneration System
- commenced an audit of Council's Energy Performance Contracts
- investigated options for carbon neutrality
- commenced a re-inventory of Council CO₂ emissions by reviewing several data management software options
- continued to implement actions arising from the Sustainable Fleet Management Study
- re-establishment of the Sustainable Procurement Committee.

In 2007 Hornsby Shire Council partnered with the International Council for Local Environmental Initiatives (ICLEI) to pilot a program to be delivered to councils across Australia on climate change adaptation. This project coincided with the work undertaken by the Sydney Coastal Council's Group and the CSIRO on climate change vulnerability mapping. From the available information and involvement in the program with ICLEI Council developed 5 issues briefs for extreme heat and health effects, bushfires, accelerated ecosystem loss, extreme storm events and sea level rise. The production of the issues briefs has aided the development of a draft Climate Change Adaptation Strategic Plan.

6. Soil Landscape

Due to a large number of complaints received concerning sediment/soil erosion, a streamlined approach was taken by Hornsby Shire Council introducing a site care report. The report is a simple but effective template that is filled out by an officer and given as a written directive to the builder or owner of the property being developed. Where the officer re-inspects and the works are not carried out, a fine or notice is then issued. Due to large building sites causing concerns relating to dust, the developer is now required to show evidence of compliance with the *Protection of Environment Operations Act 1997* levels for solid particle emissions. This requires the implementation of sampling onsite and further active measures e.g. a management plan, watering of site, vehicles, entry points, carrying out of works depending on meteorological conditions.

However, illegal land clearing continues to be a major challenge. Illegal removal of vegetation has negative impacts on soil and water quality and impacts on local biodiversity. Council continues to investigate illegal land clearing matters.

Next Steps

Following Council endorsement the above text will be submitted to NSROC for final production and submission to the NSW Department of Local Government by 30 November 2008.

BUDGET

Council's contribution to the 2008/09 NSROC State of the Environment Report has been prepared within the budget allocated to the Environmental Sustainability and Health Team.

POLICY

There are no policy implications contained in this report.

CONSULTATION

Consultation has been carried out with staff from all relevant sections across Council, the Northern Sydney Regional Organisation of Councils and relevant NSW State government authorities.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line attempts to improve Council decisions by being more accountable and transparent on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

Working with our community

The Regional SoE Report will be produced in an easily digestible format and will be available to all residents, students and government agencies through Council's website. A summary version of Hornsby's contribution will also be included in Council's Annual Report. Council's Sustainable Action Committee has been working with Council to improve community contributions to the SoE.

Conserving our natural environment

The SoE report illustrates the current state of the environment, pressures and highlights areas for response. The report identifies Council's major pressures and achievements with regards to greenhouse management, waste management, water management, soil management and bushland and biodiversity management. All areas of land, water, air, noise, human settlement, waste, heritage and biodiversity have been addressed in the report.

Contributing to community development through sustainable facilities and services

The SoE is a requirement of the *Local Government Act 1993*. As such Council is required to report on a minimum amount of information. The Regional SoE supports and reflects the aims of Council's Management Plan. The SoE assists Council in having a holistic understanding of the cumulative affect of Council operations. Traditionally, the SoE has been used as both a reflective and planning tool within the Shire.

The SoE reports upon public participation in decision making (Sustainable Action Committee and other participatory committees), volunteering (Bushcare) as well as participation in Council environmental education programs. New approaches to integrating reporting will ensure that Council has an increasing role in ensuring the indicators and measures of success align with community concerns for the environment. Further the Regional SoE identifies actions that highlight Council's commitment to partnerships with bodies both within and impacting upon the Shire, such as local businesses and community groups as well as State and Commonwealth government agencies.

The SoE assists in identifying and assessing Council's response to the public use of amenity and open space. Through both Council's urban development and open space management, the Regional SoE highlighted issues faced with anticipated population growth upon the natural environment.

Fulfilling our community's vision in planning for the future of the Shire

The Regional SoE aims to understand negative impacts on the environment and build future actions to ensure a cleaner environment across multiple areas and issues. The indicators identified in this Regional SoE reflect the values of the community as identified through Hornsby's Community Sustainability Indicators Project and the values of the State as reflected in the *Local Government Act*. As such, actions stemming from Regional SoE findings aim to promote the well-being of the area's current and future population.

Supporting our diverse economy

The Regional SoE can assist businesses in the area to identify potential niche markets for environmental benefit and economic growth. While the Regional SoE will have no direct impact on local employment, given its potential for businesses to identify niche markets through the needs identified in the Regional SoE, it may contribute to employment.

Maintaining sound corporate and financial management

The Regional SoE identifies many strategies, plans and actions required of Council. Each of these plans and actions will have its own associated financial implications such as cost saving and expenditure and ongoing life cycle costs, which will be identified in its plans/reports. The SoE does not have any direct impact upon Council assets.

Other Sustainability Considerations

The Regional SoE identifies that the planned rate of growth within the Shire and surrounding the Shire will place additional pressures upon an already fragile environment.

RESPONSIBLE OFFICER

The officers responsible for the preparation of this report are Andrew Joyce, Environmental Officer, telephone 9847 6833 and Rebecca Maiden, Acting Manager Environmental Sustainability and Health Branch telephone 9847 6541, 8.30am to 5pm, Monday to Friday.

RECOMMENDATION

THAT Council endorse the text in the DISCUSSION Section of this report for inclusion in the NSROC State of Environment Report 2008/09.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

There are no attachments for this report.

File Reference: F2005/01154
Document Number: D01265908

14 HAYES OVAL AMENITIES BUILDING REPLACEMENT

EXECUTIVE SUMMARY

In line with an adopted Council commitment in 2006 the Parks and Landscape Team has been working up design options for a new amenities building at Hayes Oval, Galston. The new building is being designed to enable use by 400 soft ball and about 300 soccer players. The current amenities building is not suitable for the current users of Hayes Oval. It is currently being supplemented by hired facilities at an annual cost of about \$18k. It is proposed that the existing amenities building will be used to store equipment from both sporting codes.

The estimated cost of the new facility is \$1,010,000. The Hills Hawks Soccer Club ("HHSC") has made an offer to contribute \$200k towards the project. Council has currently set aside \$300k for the project leaving a shortfall of about \$500k. The report recommends that Council provide in-principle endorsement to identifying additional funds now to bring forward the construction of the new facility. This compares with the current approach of setting aside about \$150k per annum from the Parks and Landscape budget. The current approach runs the risk that building costs will increase the longer the project is delayed.

In return for its contribution HHSC is seeking some assurances including some form of security of occupation and a commitment that the facility will be constructed by 2012. The REPORT recommends that in the event that Council makes a decision that prevents future use of Hayes Oval by HHSC and fails to provide an alternative venue acceptable to HHSC, a monetary compensation, depreciated annually over 10 years from the time of the contribution, will be payable to HHSC by Council.

PURPOSE/OBJECTIVE

To advise on progress on the design development of a new amenities building for Hayes Oval in Galston and seek endorsement of a proposal to enter into an agreement with the Hills Hawks Soccer Club to contribute up to \$200,000 towards the cost of the building works and to modify the design to accommodate their requirements.

To advise on the budget position of the project based on preliminary estimates prepared by a quantity surveyor and seek additional funding for the works in the management planning process.

DISCUSSION

Hayes Oval forms a part of Galston Recreation Reserve, a large Crown Reserve of some 40 hectares where Council has been appointed Trustee with care control and management responsibility. It is one of Council's larger sportsgrounds providing up to 5 soccer pitches and 4 softball diamonds on a single sportsground platform.

In 2006 Council implemented a recommendation of the Sports Facility Strategy to relocate softball to Hayes Oval from Dural Park due to Hayes Oval having a larger area and being able to accommodate increased numbers of softball players. It was recognised that the

existing amenities at Hayes Oval would not meet the requirements of the new user groups and Council gave an undertaking to Gladesville Hornsby Football Association (GHFA), Hills Hawks Soccer Club (HHSC) and the Hornsby District Softball Association (HDSA) that the existing amenities facilities would be replaced or upgraded as a priority in the Parks Capital Works Program.

As an interim measure, Council hired demountable amenities buildings to supplement the existing amenities facilities, on the understanding that these buildings would be removed once construction of a new or expanded building is complete. There are substantial recurrent costs to provide these demountable facilities.

In investigating options for the expansion in consultation with the key park user groups, it was agreed that the approach of developing a new amenities building is more appropriate, as re-use of the old building would limit expansion opportunities and would incur costs to repair plumbing and other matters.

It was agreed that the old building is suitable for re-use as a storage facility for both soccer and softball club use and that Council's limited available funds should be directed towards a new building in a position on the Galston Road frontage of the park.

Design Development progress

Consultant architects, engineers and quantity surveyors were engaged and preliminary design studies for new facilities have been prepared (See Attachment 1). The design plans involve the development of two separate buildings, with a paved area linking the two structures and providing an attractive arrival and gathering place for park users. This approach reduces the scale of the buildings, responding to the requirements of Council's Rural Lands DCP. It also serves to make the public toilets more accessible to other park users not associated with the sports field such as nearby skate park users.

The buildings contain the following facilities:

Building one:

- Four (4) change rooms with showers and toilets
- Kiosk and associated store

Building two:

- Public toilets including disabled facilities
- Officials change rooms

The designs also consider the requirements for building servicing, paving and landscaping.

Preliminary cost estimates prepared by the quantity surveyor found that the cost of the above works is in the order of \$910,000, after allowing for project management, design fees and a construction contingency provision.

The additional cost of the works over the budget allocation is attributable to the size of buildings proposed, the high costs of servicing the new buildings (particularly sewer works) and a need to include limited external paving, steps and walls in the scope.

Council has advised the park users that due to budget constraints, it is considered most advantageous to delete two of the change rooms, realising savings of approximately \$150,000 and taking the budget bottom line to approximately \$760,000.

Hills Hawks Funding Proposal

Council subsequently received a proposal to contribute up to \$200,000 towards the building works from HHSC (See Attachment 2) on condition that:

- \$160,000 will enable additional building works not funded by Council, including the construction of the two additional change rooms and a meeting room capable of holding up to 20 people
- \$40,000 will enable the construction of a covered outdoor area
- the meeting room is available for use primarily by HHSC with use by others subject to a rental agreement
- final plans will need to be sighted and approved by HHSC
- the new building and associated construction will be completed by 2012

In evaluating the offer to fund the additional change rooms and meeting rooms, Council sought advice from the consultant architects and quantity surveyors and determined that these add approximately \$210,000 to the construction costs. The impact of all of these works on the budget bottom line is further discussed later in this report.

In evaluating the offer to fund the construction of a covered outdoor area, it is noted that further investigation is required to ascertain the likely costs of these works. The cost of this will be subject to determining the extent of covered area required. A budget of \$40,000 may cover the cost of these works if the size of the structure is limited. This will need to be further developed in consultation with the club. It is considered a positive contribution to the site as it will reduce exposure to sun and rain.

It is considered that the 2012 completion target date is achievable.

It is estimated total cost of the project after allowing for the increased building works scope sought by HHSC is \$1,010,000.

HHSC is not the regular hirer of Hayes Oval. Instead it is hired to Gladesville Hornsby Football Association (GHFA) that runs the regional competition in which HHSC participates. GHFA has provided HHSC with a letter recognising the contribution it proposes to make to Hayes Oval improvements and providing a measure of certainty of future occupation of Hayes Oval by HHSC. It has been proposed to HHSC that an exchange of letters arrangement could be entered into with Council that would give HHSC a form of security over its contribution towards the improvements. In the event that Council makes a decision that prevents future use of Hayes Oval by HHSC and fails to provide an alternative venue acceptable to HHSC, monetary compensation, depreciated annually over 10 years from the time of the contribution, will be payable to HHSC by Council.

Earlier this year, Council endorsed a similar arrangement offered to Arcadia Pony Club in respect of a building erected by that club at the Rural Sports Facility, Galston.

Council will need to undertake consultation with officers of the Department of Lands to ascertain if the proposal is acceptable to them.

Based on the above evaluation it is recommended that Council pursue the funding contribution from HHSC and vary the scope of the design works to incorporate the identified building elements.

BUDGET

Council has identified the following funds towards this project:

General Funds	\$750,000
(accrued over the 2008/13 years)	
HHSC contribution	\$200,000
<u>TOTAL Budget</u>	<u>\$950,000</u>

Total estimate for bldg works, \$1,010,000
including HHSC required scope

Budget shortfall **\$ 60,000**

The \$750,000 of General Funds will be collected over five consecutive financial years, as Council has allocated \$150,000 in the 2008/09 to 2012/13 financial years in the Parks 5 year Capital Works Program.

It may be possible to partially address the budget shortfall through grants such as the Federal Government RLCIP funds or through an additional allocation of General Funds. There are no S94 funds available for this site.

It is noted that to meet the condition of the HHSC funding contribution, the project construction is to be completed by 2012. To achieve this deadline the full funding will need to be made available earlier than currently planned. To meet this requirement Council would need to either allocate a bigger share of the recurrent parks funding earlier, at the expense of other works in the capital works program, or borrow about \$500k now to meet the budget shortfall.

The temporary amenities that Council has hired are costing Council \$18,000 per annum.

It is recommended that additional funds are identified to meet the identified program.

POLICY

Council's Sport Facilities Strategy is the key policy document for guiding the development of new sports facilities in the shire. It identifies the relocation of softball to Hayes Oval from Dural Park as a Strategic Direction and Policy. The development of a new amenities building at Hayes Oval is a Capital Work Project identified in the Action Plan.

CONSULTATION

Gladesville Hornsby Football Association (GHFA), Hills Hawks Soccer Club (HHSC) and the Hornsby District Softball Association (HDSA) have been consulted with respect to the matters raised in this report.

HDSA is the major hirer of Hayes Oval in the summer. They have been consulted regarding this proposal and despite requests to make a contribution to the works, they have declined to contribute funds, although they are broadly supportive of the proposals.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

As this report simply provides Council with information and does not propose any actions which require a sustainability assessment, no Triple Bottom Line considerations apply.

RESPONSIBLE OFFICER

For further information, please contact Council's Landscape Coordinator, Kurt Henkel, telephone 9847 6887, hours 8.30am to 5pm, Monday to Friday.

RECOMMENDATION

THAT Council:

1. Authorise the General Manager to enter into an agreement with the Hills Hawks Soccer Club to contribute in the order of \$200,000 towards the cost of the building works and to proceed to modify the design to accommodate its requirements, including an exchange of letters to provide security to the club for its contribution.
2. Provide in-principle endorsement to the identification of additional funds to enable the project to be constructed by 2012.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

1. Layout of New Amenities Building
2. Letter from Hills Hawks Soccer Club

File Reference: F2004/07888-02
Document Number: D01266222

15 DEFERRED ITEM - REVIEW OF THE OPERATION OF THE PROTECTION OF THE ENVIRONMENT OPERATIONS ACT 1997

This report was deferred from the Ordinary Meeting of 14 October 2009 (Report EN40/09).

Further to the Notice of Motion and request for deferral by Councillor Russell, the Review of the Operation of the Protection of the Environment Operations Act 1997, is now submitted to Council for its consideration.

Following advice of the deferral, the Environmental Sustainability and Health Branch undertook further investigations into matters requiring action under the *Protection of the Environment Operations (POEO) Act 1997*. The further investigation identified the **total** number of complaints received and the actions taken as well as identifying the number of Notices issued in the rural area and the urban areas. The previous REPORT concentrated on complaints where Clean up and/or Prevention Notices had been issued and did not distinguish between rural and urban areas.

EXECUTIVE SUMMARY

This report is provided in response to a Notice of Motion raised by Councillor Russell. The Notice of Motion stated:

THAT

1. *A moratorium be introduced immediately on the recovery of administrative charges and fines imposed in respect of alleged offences under the POEO Act, 1997.*
2. *The Executive Manager Environment submit a Report to the October Ordinary Meeting of Council, detailing alleged offences reported to Council in the last twelve months, actions taken and costs and fines levied.*
3. *The Executive Manager Environment provide details of the procedures and guidelines issued to staff in respect to the enforcement of offences under the POEO Act, 1997.*

The report examines practices of the Environment Division in the administration of the *Protection of the Environment Operations Act 1997* (POEO Act). It focuses on the Environmental Sustainability and Health Branch, which has the main responsibility for environmental compliance within the Environment Division. The Waste Management Services Branch and the Planning Division also issue notices under the POEO Act. The notices issued by the Waste Management Services branch generally apply to illegal dumping in bushland areas of the shire.

The POEO regulates water, air, land and noise pollution and waste services. Over the past twelve months, 150 complaints were received by the Branch with 55 warning letters issued and 34 Environmental Protection Notices (Clean-up and/or Prevention) issued under the POEO Act by the Environmental Sustainability and Health Branch. These notices were issued as a result of complaints received by members of the public, Council staff or State government departments. The warning letters that were issued did not attract an administrative charge or fine. The remaining incidents did not warrant any further action.

A fee (currently \$320 and soon to increase to \$433) is payable for the issuing of each Clean-up and Prevention Notice. Council has the power to extend the time for payment of the fee or waive its payment. If the recipient does not pay the fee, Council can issue a Penalty Infringement Notice, which carries a penalty of \$500 for individuals and \$1,000 for corporations.

Investigation of complaints is conducted in accordance with a documented procedure (Attachment 2) and Compliance Policy (Attachment 3), both of which have been adopted by the previous Council. Investigations are also carried out in accordance with the NSW Ombudsman's *Enforcement Guidelines for Councils*, June 2002.

PURPOSE/OBJECTIVE

This report seeks to address the Notice of Motion as detailed above. In particular, the report details:

- the alleged offences that have been reported to the Environmental Sustainability and Health Team in the last twelve months
- the actions taken to ensure compliance with the *Protection of the Environment Operations Act 1997* to prevent pollution
- the costs and fines levied by the Environmental Sustainability and Health branch under the *Protection of the Environment Operations Act 1997*
- the procedures and guidelines that are issued to staff in respect of the enforcement of offences under the *Protection of the Environment Operations Act 1997*.

DISCUSSION

The protection of the Operations Act 1997

The *Protection of the Operations Act 1997* ("the POEO Act") is the key piece of environment protection legislation administered by the Department of Environment, Climate Change and Water (DECCW). It regulates air, water, land and noise pollution and waste management. The POEO Act commenced operation on 1 July 1999.

Under the POEO Act a pollution incident is defined as an incident or set of circumstances during or as a consequence of which there is or is likely to be a leak, spill or other escape or deposit of a substance, as a result of which pollution has occurred, is occurring or is likely to occur. It includes an incident or set of circumstances in which a substance has been placed or deposited on premises, but it does not include an incident or set of circumstances involving only the emission of any noise (DECCW, 2008).

The POEO Act sets the maximum penalties for various offences and gives the DECCW and local authorities (the Appropriate Regulatory Authorities) the power to prosecute or fine people for environmental pollution.

Clean-Up and Prevention Notices

Clean-up Notices and Prevention Notices are two of the environment protection notices which are provided for under the legislation. Clean-up Notices may direct an occupier of premises at or from which the appropriate regulatory authority reasonably suspects that a pollution incident has occurred, or a person reasonably suspected of causing or having caused pollution, to take clean-up action specified in the Notice. Clean-up Notices can be issued to deal with pollution incidents (e.g. a spill of pollutants). Council may give a clean-up

direction by notice in writing, or may give the direction orally via a person with delegation from Council to do so. An oral clean-up direction must be confirmed by a written Clean-up Notice from Council within 72 hours or it ceases to have effect. There is no right of appeal against a Clean-up Notice.

Prevention Notices can be issued if the appropriate regulatory authority reasonably suspects that any activity has been or is being carried on in an environmentally unsatisfactory manner at any premises or by any person. A Prevention Notice requires that action specified in the Notice be taken. There is a right of appeal to the Land and Environment Court.

A fee (currently \$320) is payable for the issuing of Clean-up and Prevention Notices (under sections 94 and 100) as detailed under the POEO Act. Under the Act, Council has the power to extend the time for payment of the fee or waive its payment. If the recipient does not pay the fee, Council can issue them with a Penalty Infringement Notice, which carries a penalty of \$500 for individuals and \$1,000 for corporations.

Notices and fines issued

Over the past twelve months, 150 complaints have been received by the Environmental Sustainability & Health Branch concerning matters of environmental protection. Of these 150 complaints, 61 required no action, 55 were issued warning letters and 34 were issued Environmental Protection Notices (Clean-up and/or Prevention) under the POEO Act. Of the Notices issued, 21 were issued to owner/occupiers in the rural area of the Shire and 13 to owner/occupiers in the urban area of the Shire. These notices were issued by the Branch as a result of complaints received by members of the public, Council staff or State government departments. Where the complainant wished to remain anonymous, the Branch endeavours to obtain as much detail as possible from the complainant and will investigate the complaint as it does any other complaint to ascertain the issue. This is in accordance with the NSW Ombudsman's *Enforcement Guidelines for Councils*, June 2002 ('Enforcement Guidelines').

Attachment 1 contains a table of the details of each Notice including:

- Suburb
- Business or private
- Description of the incident
- Action taken
- Outcome/comments

The notices have been issued for a number of reasons, with an ultimate outcome of cleaning up or preventing water, land, noise or air pollution. In some instances, more than one type of notice was issued to the property owner or occupier of a premise. Further information is detailed in Attachment 1.

As detailed above, the Branch has issued numerous warning letters to property owners or occupiers where an issue has been identified that is not of immediate harm to the environment (i.e. low risk). Generally, these warning letters give the property owner or occupier an amount of time to rectify an issue. The determination of the above is at the discretion of the officer investigating the complaint.

Procedure for dealing with complaints

In order to ensure a consistent and transparent approach to the investigation of complaints arising, the Environmental Sustainability and Health Branch has a documented procedure (Attachment 2) and a compliance policy (Attachment 3) which are followed during all investigations. The branch also operates in accordance with the NSW Ombudsman's *Enforcement Guidelines for Councils*, June 2002.

The Environmental Sustainability and Health Branch utilises the POEO Act, its procedure and the Compliance Policy and Enforcement Guidelines to ensure the highest environmental outcomes with regard to pollution events. Notices and fines are only issued where it is considered that there is a clear breach of the legislation (i.e. a pollution event has occurred, is occurring or may occur) and where action is required. Notices and fines are issued to ensure that environmental outcomes are achieved. The branch works to ensure this occurs. The principal objective is to improve environmental outcomes and not to generate income from the issuing of fines and notices. The administrative charges barely cover the costs of the staff time taken in investigating incidents. Two written warnings to pay the administration fee are always issued prior to any fine being issued for non-payment of an administration fee.

Conclusion

This report has only provided an overview of the current practices of the Environmental Sustainability and Health Branch with respect to the enforcement of the provisions of the POEO Act.

BUDGET

There are no budget implications as a result of this report.

POLICY

There are no policy implications as a result of this report.

CONSULTATION

No consultation was required to complete this report.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

As this report simply provides Council with information and does not propose any actions which require a sustainability assessment, no Triple Bottom Line considerations apply.

RESPONSIBLE OFFICER

The responsible officer is Rebecca Maiden, Acting Manager Environmental Sustainability and Health, telephone 9847 6541, 8.30 am to 5.00 pm, Monday to Friday.

RECOMMENDATION

THAT:

1. Council confirm its acceptance of the adopted procedures for investigating and dealing with pollution incidents pursuant to the *Protection of the Environment Operations Act 1997*.
2. Council agree to the lifting of the moratorium placed on the recovery of administration charges and fines imposed in respect of alleged offences under the *Protection of the Environment Operations Act 1997*.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

1. Summary of Pollution Incidents: September 2008 - September 2009
2. NSW Ombudsman Enforcement Guidelines
3. Environment Division Compliance Policy

File Reference: F2004/09493-03
Document Number: D01269653

16 WORKS PROGRESS REPORT - SEPTEMBER 2009 QUARTER - ASSETS BRANCH

EXECUTIVE SUMMARY

This Assets Branch Works Progress Report for the September 2009 Quarter provides information to Council regarding the progress of the adopted 2009/10 Assets Branch Programs relating to works maintenance, road pavement and stormwater management in the Shire, and the implementation of asset management systems for sealed road pavement and drainage.

Key Performance Indicators (KPIs) for the various maintenance activities are included in the report and the progress of the various programs is presented in the Gantt charts attached to the report. The progress of the various activities is generally in accordance with the adopted programs for the 2009/10 Service Plan.

OBJECTIVE

This report provides information to Council on the progress of the adopted Assets Branch programmes relating to works maintenance, road pavement and stormwater management in the Shire, and the implementation of asset management systems for pavement and drainage.

The report covers work carried out by the Assets Branch of the Works Division for the first quarter of the 2009/10 Service Plan ending 30 September 2009. A summary of the works carried out to date is also provided.

WORKS MAINTENANCE

Works maintenance is divided into two districts (Northern District and Southern District) and includes:

- * Road shoulder and Unsealed Road
- * Drainage
- * Footpath and Footway
- * Roadside Furniture
- * Foreshore Facilities

Maintenance works of a routine nature are mainly carried out by Council crews with either Council-owned plant or externally hired plant and occasionally by contractors. Such works include: road shoulder and unsealed road regrading; stormwater drainage system checking and clearing of obstruction/repair of drainage structure; inspection of footpaths and repair/replacement of isolated sections of paths; inspection and repair/replacement of road signs and furniture; and inspection and minor repairs of foreshore facilities.

Upgrading works which are readily defined are generally carried out by Contractors. Such works include road shoulder upgrading, footpath reconstruction, and major repair/replacement of foreshore facilities. Other upgrading works such as construction of drainage pits and pipelines, lining of walls and floor of drainage channels, construction of short lengths of kerb and gutter are generally carried out by Council crews.

Civil assets maintained by the Works Division include:

- * 613km of sealed roads and footways
- * 376km of unsealed road shoulders
- * 36km of unsealed roads
- * 413km of footpaths
- * 18,331 drainage pits
- * 390km of drainage pipelines and channels
- * 6 public wharves
- * 5 pontoons
- * 1 tidal baths
- * 3 boat ramps
- * 1 loading dock
- * 8 sections - 815m of seawall

Works maintenance is undertaken in accordance with programmes adopted by Council and from work requests received. Progress of programmed activities for the Northern and Southern District Works Maintenance Programs are given in Gantt Charts A and B, respectively.

Road Shoulder and Unsealed Road

Road Shoulder Maintenance is carried out to ensure that unsealed road shoulders on roads with only a central sealed pavement are safe and serviceable. Activities carried out include:

- * On demand grass cutting and repair of damaged sections of grassed shoulders and swales;
- * Programmed periodic regrading and repair of worn shoulders;
- * Programmed upgrading of shoulders to reduce/eliminate high frequency maintenance.

Unsealed Road Maintenance is carried out to ensure that unsealed roads are safe and serviceable. Activities carried out include:

- * Programmed routine repair/ and periodic resheeting of all unsealed roads;
- * Programmed stabilisation/sealing of sections of unsealed roads to minimise/ eliminate dust problem;
- * On demand repair of unsealed roads especially after heavy rainfall.

The Key Performance Indicator (KPI), stated as the average maintenance cost per km per year on unsealed roads, is \$12,600. The average maintenance cost per km at the end of the September quarter is \$710.

This activity relates to the Strategic Theme, ***Contributing to community development through sustainable facilities and services.***

Drainage

Drainage maintenance is carried out to ensure that Council's drainage systems are effective in providing safety and enhance amenity to the community. Drainage maintenance comprises routine maintenance and minor upgrading of drainage structures.

Routine Maintenance comprises: programmed routine stormwater drainage system checking and clearing by Council crews on an area basis; and on demand drainage structure repair and lining of the side and floor of open drainage channels. The KPI for drainage maintenance, stated as the average maintenance cost per km per year of urban drainage maintenance, is \$3,600. The average maintenance cost per km at the end of the September quarter is \$800.

Minor Upgrading comprises programmed upgrading of drainage pits, construction of short sections of kerb and gutter, pipelines and new pits, and lining of walls and floors of open drainage channels.

Footpath and Footway

Footpath and footway maintenance is carried out to ensure that Council's footpath system provides safe and convenient access. Footpath maintenance comprises routine maintenance, footpath reconstruction and access ramp construction. Footway maintenance comprises programmed routine grass cutting, and programmed on demand reshaping of footway and repair of footway.

Routine Footpath Maintenance comprises programmed routine inspection and repair of isolated section/s of footpath, and programmed resheeting of segments of footpaths with asphaltic concrete to eliminate minor trip edges or concrete grinding to address moderate trip edges. The 413km footpath network is inspected at least once a year by Council crews or a contractor. During the September quarter, repairs to footpaths totalled 466 sq. metres. The KPI for footpath maintenance, stated as the average maintenance cost per km per year, is \$2,400. The average maintenance cost per km at the end of the September quarter is \$600. The Service Level stated as the number of reported trip and fall incidents on footpaths per 100km of <30 (less than 30) per year was 3 at the end of the September quarter.

Footpath Reconstruction comprises programmed reconstruction by contract for segments of various types of footpaths ranging from concrete slabs to asphalt, brick, tile and heritage slabs. The Service Level for this program is 2.2km of footpath reconstruction. During the September quarter, 10 sections of footpaths totalling 0.88km were reconstructed.

This activity relates to the Strategic Theme, *Contributing to community development through sustainable facilities and services*.

Roadside Furniture

Roadside furniture maintenance is carried out to ensure traffic safety and convenient movement of traffic. Roadside furniture maintenance comprises routine maintenance of street name and traffic signs, guide posts and safety fences.

Street Name and Traffic Signs routine maintenance comprises programmed installation of new advisory and directional signs, and on demand repair/replacement of street name and traffic signs. During the September quarter, 429 signs were maintained and 57 new signs were erected.

Guide Post and Safety Fences routine maintenance comprises programmed installation of new guide posts and safety fences and on demand repair/replacement of guide posts and safety fences. During the September quarter: 307 guide posts and 746 metres of safety fences were maintained, and no new safety fences or guide posts have been erected.

This activity relates to the Strategic Theme, *Contributing to community development through sustainable facilities and services*.

Foreshore Facilities

Foreshore facilities maintenance is carried out to ensure that public facilities are safe and serviceable. Foreshore facilities maintenance comprises routine maintenance and periodic upgrading/replacement of public wharves, pontoons, boat ramps, tidal baths, loading dock and seawalls.

Routine Maintenance comprises programmed routine inspection and minor repairs of public wharves, pontoons, boat ramps and tidal baths by Council crews and specialist contractors, and on demand minor repair works. During the September quarter, all 14 facilities have been inspected. Step, boat ramp and fish cleaning table pressure cleaning were also carried out at Parsley Bay, Berowra Waters and Kangaroo Point during the September quarter. Pest inspection and bait replacement at Brooklyn Baths were also undertaken in July 2009.

Upgrading/Replacement normally comprises programmed major repairs/upgrading on public wharves, periodic replacement of pontoons and periodic reconstruction of sea walls by contract. The Parsley Bay West pontoon was replaced in July 2009 including the maintenance removal of deposited silt. Two piles for the Berowra Waters East Pontoon were replaced with sleeved steel piles in August 2009. The McKell Park Baths shark fencing and floor were checked by contract divers in September 2009.

This activity relates to the Strategic Theme, *Contributing to community development through sustainable facilities and services*.

PAVEMENT MANAGEMENT

Pavement Management is carried out Shire wide for the 613km sealed road network consisting of 1,521 roads. Pavement maintenance activities include:

- * Road Resurfacing
- * Preparation for Resurfacing
- * Pothole Repairs
- * Road Restorations, Hydrants and Carpark Maintenance

Progress of programmed activities for the Pavement Works Maintenance Program is given in Gantt Chart C.

There are two key performance indicators in the Principal Activity Service Plans for sealed roads:

- * The KPI for the sealed road network, stated as the percentage of road network rated in "Good/Very Poor" condition, are >68/<2 (greater than 68% / less than 2%). These percentages are forecast to decrease/increase in future years based on the current funding level. These percentages have remained relatively constant due to the Roads to Recovery Funding.
- * The KPI for sealed roads, stated as the average maintenance cost per km, is \$8,000 per year. The average maintenance cost per km at the end of the September quarter is \$1,090.

Road Resurfacing

Road resurfacing comprises programmed Reclamite surface treatment, and asphaltic concrete (AC) and flush seal resurfacing by contract. The programmed resurfacing is 132 roads totalling 232,920 square metres. The progress at the end of the September quarter, shown within brackets, was 3 roads totalling 5756 m² and was as follows:

- * Asphaltic Concrete resurfacing 54 roads - 83,560 m² (3 roads - 5,756 m²)
- * Flush Seal resurfacing 21 roads - 59,220 m² (0 road - 0 m²)
- * Reclamite surface treatment 57 roads - 90,140 m² (0 road - 0 m²)

A list of roads proposed for resurfacing is identified by Council's Pavement Management System based on funding allocation and appropriate treatment options selected. The roads selected for inclusion in the program are then made following inspection by the Pavements Engineer. Approximately 5% of the road network is resurfaced or treated per year.

Preparation for Resurfacing

Preparation for resurfacing comprises programmed pavement repair by contract and crack sealing by Council crews. Pavement repair involves heavy patching of pavement using AC and pavement stabilisation with cement. On demand pavement repair involving heavy patching of pavement with AC is also carried out by contract as well as by Council crews depending on availability and extent of work required.

The programmed preparation works was 56 roads totalling 17,460 m². The progress at the end of the September quarter, shown within brackets, was 7 roads totalling 875 m² and was as follows:

- * Heavy Patching with AC 49 roads - 2,930 m² (7 roads - 875 m²)
- * Pavement Stab. with Cement 7 roads - 14,530 m² (0 roads - 0 m²)

Pothole Repairs

Pothole repair comprises programmed inspection and filling of potholes with AC on 12 patrol area basis by a Council crew with a Flocon truck. During the September quarter, 405 potholes were repaired in 70 roads and consumed approximately 32.0 tonnes of asphaltic concrete.

Road Restorations, Hydrants and Carpark Maintenance

This activity comprises programmed restoration of road openings by public utility authorities and plumbers in asphaltic concrete, raising of hydrants, and carpark maintenance involving some pavement and pothole repair by Council crew, line marking and resurfacing by contractors. During the September quarter, no restorations or services adjustments were carried out.

The activities above relate to the Strategic Themes, *Contributing to community development through sustainable facilities and services* and *Maintaining sound corporate and financial management*.

STORMWATER MANAGEMENT

Stormwater management major activities include:

- * General review of all completed Stormwater Catchment Management Plans (SCMPs).
- * Project management of minor stormwater drainage projects.
- * Review of Council's Urban Runoff Management Code.
- * Development of conceptual designs for Stormwater Drainage Improvement Programs.
- * Development of Floodplain Risk Management Plan.

The Service Level, stated as the cumulative percentage of 1,084 known properties subject to stormwater inundation benefiting from Improvement programme is 52.1%.

Progress of programmed activities for Stormwater Management is generally in accordance with the adopted programme given in Gantt Chart D. Minor drainage improvement/upgrading works was in progress with regard to the design for the Lonsdale Avenue works during the September quarter. The Consultant's final flood maps based on the Broadscale Overland Flow Study for the urban areas of the Shire was received in September 2009. This study is part of the Floodplain Risk Management Plan Development and will culminate with the preparation of Flood Planning Levels Map for the Shire.

Major Drainage improvement works will not be undertaken in 2009/10 as the allocated funding has been placed in a restricted asset account towards the Hornsby CBD Drainage Project Stage 1. Construction will commence only when sufficient funds have been accumulated and based on current funding level would not take place until 2015/16. Alternative funding options will need to be considered to commence the project at an earlier date.

This activity relates to the Strategic Themes *Contributing to community development through sustainable facilities and services* and *Maintaining sound corporate and financial management*.

ASSET MANAGEMENT SYSTEMS

Three asset management systems are currently being maintained/implemented:

- * Pavement Management System (PMS)
- * Drainage Asset Management System (DRAMS-PIPEPAK)
- * Footpath Management System (FMS)

The progress of programmed activities for the implementation of asset management systems is generally in accordance with the adopted programme given in Gantt Chart E.

Pavement Management System (PMS)

The Pavement Management System (PMS) Implementation Program consists of the following programmed activities for PMS Model refinement:

- * Investigation of pavement structure by staff from project investigations.
- * Collection of road condition and road roughness data by contract for the second 20% of the network for the Fifth Sweep.
- * Collection of subdivision road data using casual staff.
- * Traffic Counts by contract for 21 "typical" roads for refinement of traffic volume data.

Other PMS development activities include: preparation of valuation for AAS27 requirements; update of feedback system for data updating; preparation of Grants Commission report, and development of PMS-GIS interface to enable graphical access to PMS data. Collection of traffic, road condition and roughness data has been scheduled for the December 2009 quarter. Auditing of data collected and uploading to the PMS has also been scheduled for the December 2009 quarter.

This activity relates to the Strategic Theme, *Maintaining sound corporate and financial management*.

Drainage Asset Management System (DRAMS-PIPEPAK)

The Drainage Asset Management System (DRAMS-PIPEPAK) Implementation Program consists of the collection of stormwater drainage asset data in respect of the location and condition of the pits and pipes. The location of pits in Council's stormwater drainage system was undertaken using a global positioning system (GPS). The collection of the pit and pipe condition was undertaken by field inspection.

The DRAMS database has been converted to the updated version named PIPEPAK.

PIPEPAK implementation activities include: GPS and condition data audit, update of feedback system for data updating; development of PIPEPAK model; formatting PIPEPAK for AAS27 requirements; and development of PIPEPAK-GIS interface for graphical access to PIPEPAK data. Investigation into the use of the Council's Online SAM (strategic asset management) package to replace PIPEPAK was undertaken during the March quarter.

This activity relates to the Strategic Theme, *Maintaining sound corporate and financial management*.

Footpath Management System (FMS)

The Footpath Management System (FMS) Implementation Program consists of the following programmed activities:

- * Collection of footpath condition data for the whole network.
- * Ongoing development of graphical access to FMS data.
- * Formulation of the Annual Footpath Maintenance and Reconstruction Programs.

The collection of footpath condition and inventory data by a contractor has been scheduled for the March 2010 quarter.

This activity relates to the Strategic Theme, *Maintaining sound corporate and financial management*.

BUDGET

There are no budget implications with the preparation of this report.

POLICY

There are no policy implications.

CONSULTATION

Consultation with the Environment and Planning Divisions was made in respect of Stormwater Management activities. Consultation with outside groups is not required with the other activities.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line (TBL) attempts to improve Council's decisions by being more accountable and transparent on social, environmental and economic factors. It does this by reporting upon Council's Strategic Theme.

A TBL assessment is not required for this progress report.

RESPONSIBLE OFFICER

The responsible officer is the Manager, Assets Branch, Mr Chon-Sin Chua, on telephone No. 9847 6677.

THAT the contents of Executive Manager's Report No. WK77/09 be received and the progress of the 2009/10 Assets Branch Programmes for the September 2009 quarter be noted.

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

1. Gantt Chart A - 2009/10 Northern District Works Maintenance Program - Progress as at 30 September 2009
2. Gantt Chart B - 2009/210 Southern District Works Maintenance Program - Progress as at 30 September 2009
3. Gantt Chart C - 2009/10 Pavement Works Maintenance Program - Progress as at 30 September 2009
4. Gantt Chart D - 2009/10 Stormwater Management Program - Progress as at 30 September 2009
5. Gantt Chart E - 2009/10 Asset Management System Implementation Program - Progress as at 30 September 2009

File Reference: F2004/05959-02
Document Number: D01256383

**17 WORKS BUILDING SERVICES - GRAFFITI AND VANDALISM
SEPTEMBER 2009 QUARTERLY REPORT**

EXECUTIVE SUMMARY

The Engineering Services Branch has the responsibility to ensure that all of Council's buildings are maintained in a safe and functional condition and conforming to legislative requirements.

This report provides Councillors with progress information relating to the costs of graffiti and vandalism associated with the maintenance of Council's buildings.

PURPOSE/OBJECTIVE

The purpose of this report is to provide information to Council on graffiti removal and vandalism repair to Council's buildings incurred in the provision of the asset maintenance service.

DISCUSSION

The Building Services Team forms part of the Engineering Services Branch of the Works Division and operates from Council's Thornleigh Depot.

The Building Services Team is responsible for providing an asset maintenance service that ensures all of Council's buildings are maintained in a safe and functional condition and conforming to relevant statutory requirements. The Team provides maintenance and construction services to asset building users in meeting the objectives of their various activities.

Building Maintenance is provided under the 5431 Responsibility Centre and consists of proactive and reactive maintenance. Proactive maintenance is programmed work based on the required level of service or renovation cycle agreed with the relevant Responsibility Centre Manager. Reactive maintenance includes graffiti removal, vandalism repairs and faulty asset components.

Vandalism to Council's buildings typically costs Council \$80,000 per year and occurs to amenities blocks, public toilets, bus shelters and community centres in the form of damage to windows, doors and locks. Graffiti typically costs \$100,000 per year.

A graffiti removal service is provided for Council's buildings and aims to remove illegal graffiti within 12 to 48 hours depending on the offensiveness of the vandalism.

Rapid removal requires systematic monitoring and cleaning of sites or facilities affected by graffiti and graffiti recurrence.

Rapid removal discourages graffiti vandalism because:

- It removes the vandal's thrill associated with seeing their name or work on public display.
- It demonstrates that a site is being monitored and cleaned there is an increased risk of detection.
- Vandals will continue to return to and damage a site if it is ignored.

Currently two methods of graffiti removal are used on Council properties:

- Painting out graffiti on painted surfaces.
- On other surfaces, removing graffiti with a high pressure water blaster and heat gun using specialist graffiti removal products.

<i>TYPE</i>	<i>COST</i>
	<i>July 2009 – September 2009</i>
Graffiti	\$16,965
Vandalism	\$40,199
	<hr/>
TOTAL	\$57,164

BUDGET

Costs of vandalism and graffiti are included in Council's budget.

POLICY

There are no policy implications associated with this report.

CONSULTATION

Consultation regarding vandalism and graffiti is carried out with relevant Responsibility Centre Managers.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

As this report simply provides Council with information and does not propose any actions which require a sustainability assessment, no Triple Bottom Line considerations apply.

RESPONSIBLE OFFICER

The responsible officer for preparation of this report is the Engineering Services Manager, Peter Powell, on telephone 9847 4803.

RECOMMENDATION

THAT the contents of Executive Manager's Report No 78/09 be received and noted.

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

There are no attachments for this report.

File Reference: F2004/00728
Document Number: D01259352

18 ENGINEERING SERVICES - BUILDING CAPITAL WORKS PROGRAM 2009/2010 - SEPTEMBER 2009 QUARTERLY REPORT

EXECUTIVE SUMMARY

Council's Management Plan 2009/2010 provides a list of Capital Works for 2009/2010. This report provides Councillors with progress information for Building Capital Works projects for the period 1 July 2009 to 30 September 2009.

PURPOSE/OBJECTIVE

The purpose of this report is to advise Council on the progress on the 2009/2010 Engineering Services - Building Capital Works Program undertaken by the Building Services Team of the Engineering Services Branch.

DISCUSSION

The Building Services Team forms part of the Engineering Services Branch of the Works Division and operates from Council's Thornleigh Depot.

The Building Services Team is responsible for providing an asset management service that ensures all of Council's buildings are maintained in a safe and functional condition and conforming to relevant statutory requirements. The Team provides maintenance and construction services to asset building users in meeting the objectives of their various activities.

Building maintenance is provided under Responsibility Centre 5431 and consists of proactive and reactive maintenance. Proactive maintenance is programmed work based on the required level of service renovation cycle agreed with the relevant Responsibility Centre Manager. Reactive maintenance includes vandalism, graffiti and faulty asset components.

Building Capital renewals, upgrades, improvements and new works are provided under Responsibility Centre 5431.

Upgrades typically include new kitchens, air conditioning, curtains, carpeting. Improvement works include the provision of such items as pergolas, sun shades, disable access. New works include the provision of new buildings and major extensions.

Council employs a small team of painters and carpenters capable of providing a diversity of building tasks. All plumbing, electrical, roofing and tiling activities are undertaken by tradesmen. Architectural services are provided by contracted professionals.

The attached Gantt Chart displays the completed projects included in the 2009/2010 Building Works program during the period 1 July 2009 to 30 September 2009.

BUDGET

The budgetary considerations of this report are shown in Council's Management Plan for 2009/2010.

POLICY

There are no policy implications.

CONSULTATION

Consultation has been carried out with the following:

- David Johnston – Manager, Community Services
- Samantha Colbert – Community Centre and Hall Co-ordinator
- Scott Hewitt – Aquatic and Recreation Facilities Manager
- Cheryl Etheridge – Manager, Library Services
- Dana Spence – Co-ordinator, Parks Assets

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

As this report simply provides Council with information and does not propose any actions which require a sustainability assessment, no Triple Bottom Line considerations apply.

RESPONSIBLE OFFICER

The responsible officer for preparation of this report is the Engineering Services Manager, Peter Powell, on 9847 4803.

RECOMMENDATION

THAT the contents of Executive Manager's Report No WK79/09 be received and noted.

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

1. Engineering Services - Building Capital Works for 2009/2010 September 09 Report

File Reference: F2004/05958
Document Number: D01259644

19 WORKS PROGRESS REPORT - SEPTEMBER QUARTER 2009 - DESIGN AND CONSTRUCTION BRANCH

EXECUTIVE SUMMARY

This is a report on the progress of works which are carried out by the Design and Construction Branch of the Works Division for the first quarter of 2009/2010. Overall, projects were undertaken in accordance with the timing and budgets shown in the previously adopted program.

PURPOSE/OBJECTIVE

The purpose of this report is to provide information as to the timing of the various Improvement Programs being undertaken by the Design and Construction Branch and for Council to adopt the Program.

DISCUSSION

Improvement Program

Construction works are carried out under Council's various Improvements Programs namely: Local Roads, Footpaths, Stormwater Drainage, Traffic facilities and Special Projects. In addition to this, the Design and Construction Branch is involved in other works such as Catchment Remediation projects for the Water Catchments Team of the Environment Division and civil works such as car park construction for the Parks and Landscape Team.

The Gantt charts for the programs listed above, together with comments in the right hand column as to the status of each project, are attached.

Any changes in the timing of construction for any project from the adopted program, is shown on the Gantt charts by shading the construction period shown on the previously adopted program.

Individual projects have been financed from Divisional allocations as previously approved by Council when it adopted the 2009/10 budget. If complementary grant funding identified for a project alters, the program will be reviewed and reported to Council in a subsequent quarterly review.

Significant Impacts

The Design and Construction Branch has a number of staff vacancies in the Design Team. These staff vacancies have impacted on preconstruction activities for the 2009/2010 Program. Some additional temporary resources are being sought with a view of catching up on programs and consultants engaged for some local road designs. Progress in this regard will be monitored and further reported in the future.

Tenders / Contracts

Tenders called during the September quarter were:

1. Construction of Water Supply to Crosslands Reserve

Current contracts include:

1. Minor Asphalt Works
2. Stabilisation of Road Pavements
3. Supply and Delivery of Precast Concrete Drainage Products
4. Plumbing Services
5. Construction and Reconstruction of Vehicular Crossings and Footpaths
6. Sprayed Bituminous Surfacing
7. Patching of Road Pavements with Full Depth Asphalt
8. Greenway Park Community Centre Upgrade and Construction of Childcare Centre
9. Construction of Hornsby Ku-ring-gai District Rural Fire Centre and Emergency Facility
10. Design and Construction of Public Pontoon Kangaroo Point Brooklyn
11. Construction of Underground Tanks Greenway Park Cherrybrook
12. Supply and Lay Asphaltic Concrete
13. Construction of Civil Engineering and Infrastructure Works for the Rural Sports Facility, Galston
14. Architectural Services for Development of a Fire Control District Office - Berowra Waters Toll Gates Site
15. Pavement Marking (NSROC)
16. Supply of Metal Drainage Grates, Access Covers and Litter Traps
17. Grass Cutting of Roadsides
18. Electrical Services
19. Material Testing and Site Investigation
20. Supply and Delivery of Precast Concrete Drainage Products
21. Supply and Delivery of Road Materials
22. Supply and Delivery of Concrete
23. Concrete Form and Finish
24. Construction of Galston Skate Park
25. Cherrybrook Community Childcare Facility – Consultant to Finalise Plans and Documentation

Vehicular Crossing Construction

The Design and Construction Branch is also responsible for issuing plans and specifications and supervising vehicular crossing construction. Property owners have the choice of using a contractor from Council's Authorised Contractors List, or pay Council to construct vehicular crossings on their behalf. There are currently 47 Authorised Contractors, including seven new contractors authorised during the quarter.

During the September quarter 86 plans and specifications were issued and 2 crossings were constructed by Council's contractors.

BUDGET

There are no budget implications.

POLICY

There are no policy implications.

CONSULTATION

The program has been developed in consultation with the respective program managers.

TRIPLE BOTTOM LINE SUMMARY

A Triple bottom line summary is not required for this report as this is done at an individual program level.

RESPONSIBLE OFFICER

The responsible officer is the Manager, Design and Construction branch Mr Rob Rajca telephone 9847 6675 between 8:30 a.m.-5:00 p.m., Monday to Friday.

RECOMMENDATION

THAT the contents of Executive Manager's Report No. WK 80/09 be received and noted.

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

1. Gantt Charts

File Reference: F2004/05959-02
Document Number: D01264216

20 WORKS PROGRESS REPORT - SEPTEMBER 2009 QUARTERLY - TRAFFIC AND ROAD SAFETY BRANCH

EXECUTIVE SUMMARY

This report provides Council with information on the works and activities undertaken by the Traffic and Road Safety Branch for the period 1 July, 2009 to 30 September, 2009. The report outlines the numerous and diverse projects undertaken by the Branch during the 2009/10 Annual Operating Program.

PURPOSE/OBJECTIVE

The objective of this report is to provide Council with an overview of the functions of the Traffic and Road Safety Branch during the period of review and to seek Council's endorsement of the activities undertaken.

DISCUSSION

The Traffic and Road Safety Branch comprises 18 staff, i.e. 1 x Senior Traffic Engineer, 1 x Transport Planner, 1 x Assistant Traffic Engineer, 1 Traffic Officer, 1 x Transport Officer, 1 x Road Safety Officer, 9 x Rangers, 1 x Ranger Coordinator, 1 x Branch Secretary, 1 x Administration Assistant and 1 x Manager. The areas of responsibility within the Branch are; Traffic and Transport *Planning*, Traffic *Engineering*, Traffic and Road Safety *Education* and Traffic and Car Parking *Enforcement*. The core activities undertaken within these areas of responsibility are:-

- * **Management and Administration**
- * **Traffic Management**
- * **Traffic and Transport Planning**
- * **Car Parking Management**
- * **Road Safety Education**
- * **Bicycle and Pedestrian Facilities Planning**
- * **Development Assessment**

Management and Administration

The Traffic and Road Safety Branch has two responsibility centres within the Annual Operating Plan, Traffic and Road Safety and Traffic and Parking Enforcement and as such it is required to provide budget control, program reports through quarterly reviews, program development, annual reporting and human resource management.

Traffic Management

Council is the responsible Authority for the management of traffic on public streets within its proclaimed boundaries other than classified roads. However, Roads and Traffic Authority has revoked Council's delegated powers to approve traffic facilities that prevent or restrict access of vehicles or pedestrians on public roads and approve some categories of parking

restrictions near public transport infrastructure. **Council remains an applicant for the implementation of any restriction, e.g. road closures, turning restrictions, etc., on public roads and “No Parking” and “No Stopping” restrictions on currently unregulated roads within a kilometre of Berowra railway station. These applications are determined by the Roads and Traffic Authority.**

During the period under review 9 items were referred to the Local Traffic Committee for a recommendation as shown in Attachment 1. Throughout all of the above projects the community was consulted and where possible amendments made to suit the community's needs or requests.

Traffic and Transport Planning

As a Roads Authority, proactive measures are required to ensure proposals comply with adopted standards, guidelines and best practice.

Current major projects include:

Major Traffic and Transport Planning projects undertaken during September 09 quarter are outlined below:

- * Hornsby Shire Road Hierarchy Plan Review and update
- * Updating of Hornsby CBD and Shire traffic models (on-going)
- * Hornsby Shire Housing Strategy
- * Development of Hornsby Shire Car Parking Management Strategy
- * Development of Hornsby Town Centre Car Parking Management Strategy
- * Review and assessment of intersection operation of Pacific Highway junctions along the western side of Hornsby Town Centre
- * Review and implementation of Hornsby Shire Integrated Land Use & Transport Strategy (on-going)
- * Review and assessment of access options for Hornsby Quarry site and Hornsby Aquatic Centre

Since June this year considerable time has been spent negotiating with private operators to implement a Carshare scheme in Hornsby town centre, the challenge being to develop a scheme that is cost neutral to Council. The operators regard Hornsby Shire as being too far from the city centre for a Carshare scheme to be viable however they are receptive to a trial in partnership with Council. A Request for Quotation was sent to the two interested companies on 27 August 2009 with a closing date of 30 September 2009. The bids will be compared and the results reported to Council at the December Ordinary Meeting.

Car Parking Management

In addition to patrolling on street parking restrictions Traffic Rangers are contracted to patrol private parking areas used by the public. Discussions are on going with owners of a small private car park regarding patrols. Staff are also considering requests to patrol private roads subject to minimum criteria being met. 1294 parking spaces in 15 car parking areas within the Shire are currently patrolled as shown in Attachment 1.

Car Parking Management activities carried out during the period under review include:-

- * *225 (243) patrols of schools to enforce parking regulations.*

- * 3,266 (3,144) infringement notices were issued.
- * 2 (3) matters were defended in Hornsby Local Court.

(--) denotes activities from July to September 2008.

The use of electronic handheld devices for the issuing of traffic infringement notices commenced in June 2008. The devices allow improved data collection and transfer of data between the State Debt Recovery Office and Council.

Road Safety Education

The Road Safety Officer (RSO) commenced duties in December 2008. The position is 50% funded by the RTA. With Council's success in securing RTA funding for key road safety educational programs to further enhance Council's Road Safety Program for the 2009-2010 financial year, Council's 2009/2010 Road Safety Program has commenced.

Speeding continues to be the number one contributing factor to road death and injury in Hornsby Shire. To maintain momentum from Council's speed reduction campaign earlier in the year, Council's RSO initiated the Hornsby Local Speed Project, co-ordinating resources of Council, RTA and local Police. With the assistance of Police, four local roads in the Hornsby Shire meeting the funding criteria have been identified for strategic targeting. The campaign involves preliminary speed monitoring, Variable Message Boards with 'Slow Down' messages, followed by Police enforcement, post speed monitoring, highly visible advertising campaign in local print and 'Slow Down' bin stickers trialled on a selected street to raise awareness.

After the initial re-launch of the program in the first half of the year, a third Safer Senior Drivers Workshop was held in August. The program has been very well received and the participant evaluations show overwhelmingly positive feedback on the program. A fourth workshop will be held in November this year.

Council will be holding an inaugural Free Child Restraint Safety Check event to be held in October. Event planning and advertising is well under way with the community engaging in eagerly booking in for their restraints to be safety checked. Council's RSO has organised this important road safety event due to the confusion in the community about child restraints and their correct use and installation. RTA authorised restraint fitters will conduct the child restraint safety checks with information and advice on child restraints available to the community.

Council hosted a Helping Learner Drivers Become Safer Drivers workshop in September. The two hour workshop is designed to offer parents and supervisors of learner drivers' hands on advice on how to provide the most effective driving practice for learner drivers. Topics covered are the new laws for learner and P plate drivers, how to use the learner driver log book and how to plan on-road driving sessions effectively. These sessions are always booked to capacity and have proved valuable to the local community.

Bicycle, Pedestrian and Public Transport Facilities and Planning

The position is currently vacant however other staff have been involved in -

- Audit of all bus stops across the Shire in accordance with Disability Discrimination Act requirements.
- Prioritising bicycle projects for Design and Construction Branch, and providing input into other traffic management and road construction projects to improve pedestrian and bicycle access where possible.

Development Assessment and advice on Town Planning Issues

The Traffic and Road Safety Branch provides advice to the Planning Division on 'as needed' basis. During the period under review, traffic comments and impact assessments were made on 7 development applications as shown in Attachment 1.

BUDGET

There are no budget implications intended in this report.

POLICY

There are no policy implications.

CONSULTATION

There is ongoing extensive consultation with the community and other stakeholders during the course of the traffic facility and bicycle program implementation.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

As this report simply provides Council with information and does not propose any actions which require a sustainability assessment, no Triple Bottom Line considerations apply.

RESPONSIBLE OFFICER

The responsible officer for this report is the Manager Traffic and Road Safety Mr Lawrence Nagy telephone 9847 6524.

RECOMMENDATION

THAT Council endorse the activities undertaken by the Traffic and Road Safety Branch for the period 1 July, 2009 to 30 September, 2009.

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

1. Attachment 1 - Traffic Branch Activities

File Reference: F2004/05959-02
Document Number: D01267110

21 WORKS PROGRESS REPORT - SEPTEMBER 2009 - REGIONAL AND LOCAL COMMUNITY INFRASTRUCTURE PROGRAM

EXECUTIVE SUMMARY

This is the final report on the progress of works undertaken under the Federal Government's initial Regional and Local Community Infrastructure Program (RLCIP), an important component of the Government's economic stimulus measures during the recent global economic crisis. Council was allocated \$833,000 under this Program, with all works to be completed by 30 September, 2009.

Council is advised that all RLCIP projects undertaken by Council were completed by the 30 September deadline.

PURPOSE/OBJECTIVE

The purpose of this report is to inform Council of the progress of projects funded by RLCIP(1).

DISCUSSION

The Australian Government initiated a number of economic stimulus measures with the aim of minimising the negative impacts of the global recession on the national economy. Council accepted the Government's offer of \$833,000 for local projects which could be commenced quickly and completed by 30 September, 2009.

In early August Council sought to vary the Funding Agreement in line with actual expenditures. This request was approved and the amended RLCIP allocations are shown on the attached Table which records all related expenditures on these projects at the conclusion of the Program.

The Works Division agreed to provide regular consolidated reports to Council with respect to the progress of all RLCIP projects, including those undertaken by Corporate & Community and Environment Divisions. This is the third and final of these progress reports for what now may be described as RLCIP (1), since a second, smaller program has since been offered to Council.

Matters relating to RLCIP (2) will be subject to a separate report.

As required by the Funding Agreement, Council has organised Opening Ceremonies at North Epping Oval (12 September 2009) and Berowra Library/Community Centre (24 October 2009).

BUDGET

Any minor cost overspends on RLCIP projects will be funded from Council's normal budget allocations. These will be reported in September and December Budget Reviews as requested.

POLICY

There are no policy implications.

CONSULTATION

Consultation has been maintained with the following:

David Johnston – Manager, Community Services Branch
Cheryl Etheridge, Manager, Library and Information Services Branch
Chon-Sin Chua – Manager, Assets Branch
Peter Kemp – Manager, Parks and Landscape Team

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

As this report simply provides Council with information and does not propose any new actions which may require a sustainability assessment, no Triple Bottom Line considerations apply.

RESPONSIBLE OFFICER

The responsible officer for preparation of this report is the Works Support Coordinator, Lyndon Taylor, telephone: 9847 6697.

RECOMMENDATION

THAT the contents of Executive Manager's Report No.WK82/09 be received and noted.

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

1. RLCIP Project Status - 30 September 2009

File Reference: F2008/00661
Document Number: D01267787

22 REGIONAL AND LOCAL COMMUNITY INFRASTRUCTURE PROGRAM - RLCIP 2

EXECUTIVE SUMMARY

This is the initial report advising Council of works proposed for funding under the Federal Government's second Regional and Local Community Infrastructure Program (RLCIP 2), a component of the Government's economic stimulus measures. Council has been allocated \$360,000 under this Program which requires all agreed works to be completed by 31 December, 2010.

PURPOSE/OBJECTIVE

The purpose of this report is to seek Council's endorsement of proposed projects to be constructed under the second RLCIP program.

DISCUSSION

The Australian Government initiated a number of economic stimulus measures with the aim of minimising the negative impacts of the global recession on the national economy. Under RLCIP 1 Council received \$833,000 for local projects which could be commenced quickly and completed by 30 September, 2009.

In order to achieve a gradual withdrawal of stimulus funding, the Government has established a second, smaller fund (RLCIP 2) from which Council will receive \$360,000 for projects which can be completed by 31 December, 2010.

As agreed for RLCIP 1, the Works Division will coordinate RLCIP 2 and will provide regular consolidated reports to Council with respect to the progress of all RLCIP 2 projects, including those undertaken by Corporate & Community and Environment Divisions.

A prioritised list of suggested projects for funding by RLCIP 2 is attached. As suggested by the Department, "spare" projects have been included to allow for substitution where the Department deems a nominated project as unsuitable for this program.

BUDGET

The RLCIP program has been a positive benefit to Council in allowing hitherto unfunded projects to be brought forward. Any minor cost overspends that may occur in the course of completing RLCIP 2 projects will be funded from Council's normal budget allocations. These will be reported in future Budget Reviews as required.

POLICY

There are no policy implications.

CONSULTATION

Consultation has been maintained with the following:

David Johnston – Manager, Community Services Branch
Cheryl Etheridge, Manager, Library and Information Services Branch
Chon-Sin Chua – Manager, Assets Branch
Peter Kemp – Manager, Parks and Landscape Team

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

As this report simply provides Council with information and does not propose any new actions which may require a sustainability assessment, no Triple Bottom Line considerations apply.

RESPONSIBLE OFFICER

The responsible officer for preparation of this report is the Works Support Coordinator, Lyndon Taylor, telephone: 9847 6697.

RECOMMENDATION

THAT Council endorse the list of projects proposed to be constructed under RLCIP(2) as listed in Executive Manager's Report No. 83/09.

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

1. RCLIP 2 - Project Bid List

File Reference: F2009/00781
Document Number: D01268173

**23 "WELLUM BULLA" - HORNSBY SHIRE COUNCIL MATERIALS
HANDLING FACILITY MONITORING COMMITTEE**

EXECUTIVE SUMMARY

Condition 11 of the Development Consent No 2393/03 for the Hornsby Shire Council Materials Handling Facility required the establishment of a Monitoring Committee to overview and monitor the operation of the facility. The Monitoring Committee comprises five Councillors; the Executive Manager, Environment Division; the Executive Manager, Works Division; a representative of the Metropolitan Aboriginal Land Council; an environmental representative and four community representatives. The Monitoring Committee meets each four months on site at the facility. The minutes of the most recent meeting are reported to Council for consideration.

PURPOSE/OBJECTIVE

The purpose of this report is to advise the Council of the Monitoring Committee meeting held on site on Thursday, 15 October 2009 and to recommend actions contained in the minutes of the meeting.

DISCUSSION

The minutes of the Hornsby Shire Council Materials Handling Facility Monitoring Committee held on 15 October 2009 are included in this report as an attachment.

BUDGET

No impact on the budget.

POLICY

Any actions will be in accordance with Council's policies

CONSULTATION

Bruce Adcock – Environmental Planning Pty Ltd.

TRIPLE BOTTOM LINE SUMMARY

Triple Bottom Line is a framework for improving Council decisions by ensuring accountability and transparency on social, environmental and economic factors. It does this by reporting upon Council's strategic themes.

As this report simply provides Council with information and does not propose any actions which require a sustainability assessment, no Triple Bottom Line considerations apply.

RESPONSIBLE OFFICER

This report has been prepared by Peter Powell, Manager Engineering Services. Further information can be obtained on 9847 4803.

RECOMMENDATION

THAT Council note the attached Minutes of the Hornsby Shire Council Materials Handling Facility Monitoring Committee held on 15 October 2009.

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

1. Minutes - 15 October 2009
2. Monitoring Report, Site and Environmental Management Plan Audit - October 2009

File Reference: F2004/09261
Document Number: D01271217